

TOWN OF WELLESLEY



MASSACHUSETTS

BOARD OF SELECTMEN

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

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

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BLYTHE C. ROBINSON
 EXECUTIVE DIRECTOR OF GENERAL GOVERNMENT

SELECTMEN'S MEETING

TENTATIVE AGENDA

Wellesley Town Hall – Juliani Room

7:00 P.M. Monday, December 18, 2017

As Amended

1. 7:00 Citizen Speak
2. 7:05 Joint Election with Recreation Commission to fill vacancy
3. 7:15 Historical Commission – Discuss Demolition Delay Bylaw
4. 7:45 National Grid Petition Public Hearing
5. 7:55 Discuss Designation of Tolles Parsons Center as a Polling Place
6. 8:05 Discuss Selectmen's FY19 Budgets
7. 8:20 Approve Settlement Agreements
 - Police Patrolman's Association
 - Superior Officer's Association
8. 8:30 Approve Lease extension of FMD Office Space at 888 Worcester Street
9. 8:35 Executive Director's Update
 - **New Year's Eve Extensions**
 - **Holiday Beer and Wine Sale Extensions**
10. 8:45 Review Executive Director's Ethics Disclosure
11. 8:55 New Business and Correspondence

Next Meeting Dates: Monday, January 8, 2018 7:00 pm
 Tuesday, January 16, 2018 7:00 pm

MOTIONS- DECEMBER 18, 2017

2. **Move** to convene a Joint meeting with the Recreation Commission.

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

Move to elect Andy Wrobel as secretary of the joint meeting.

Move to accept nominations to fill the open position on the Recreation Commission until the next election on March 6, 2018.

Move to close nominations.

Roll Call vote to elect Paul Cramer to the open position on the Recreation Commission.

Move to dissolve the joint meeting of the Board of Selectmen and Recreation Commission.

4. **MOVE** to grant a petition to National Grid to install fifteen feet of four-inch gas main on Oakridge Road from house #23 to house #22 to provide gas service at that location.

5. **MOVE** to change the poll location for Precinct H from Wellesley High School to the Tolles Parsons Center at 500 Washington Street effective with the March 6, 2018 annual town election.

6. **MOVE** that the board vote to approve the Selectmen's budgets for FY19 which taken together represent an increase of 2.32% over FY18.

7. **MOVE** that the Board vote to approve the tentative agreements with the Wellesley Police Patrolmen's Association and the Police Superior Officers Association for the period July 1, 2017 to June 30, 2020 and recommend the approval of the first year funding of these contracts to the Annual Town Meeting.

8. **MOVE** to authorize a lease extension for office space at 888 Worcester Street between the Town of Wellesley and Wayne Office Park, LLC for a two-year term from June 1, 2018 to May 31, 2020, and authorize the Executive Director to execute the document on the Town's behalf.

9. **Move** to approve the extension of liquor service until 1:00 am on New Year's Eve 2017 for: _____

Move to approve the extension of the retail sale of beer and wine for Fells Market at 326 Weston Road from 10:00 am to 8:00 pm on Sunday December 24th, and Sunday, December 31, 2017

Move to approve the extension of the retail sale of beer and wine for the Cheese Shop at 61 Central Street from 10:00 am to 9:00 pm on Sunday, December 24th, and Sunday, December 31, 2017.

10. **MOVE** that the Board vote to determine that the financial interest of the Executive Director in her role serving on the MIIA Board of Directors is not so substantial as to be deemed likely to affect the integrity of the services which the Town of Wellesley expects.

12/15/2017

Black regular agenda items

Board of Selectmen Calendar – FY17

<i>Date</i>	<i>Selectmen Meeting Items</i>	<i>Other Meeting Items</i>
<i>12/25 Monday</i>	TOWN HALL CLOSED	
<i>1/1/18 Monday</i>	TOWN HALL CLOSED	
<i>1/8 Monday</i>	Meeting Budget Update - Sheryl Police Lieutenant Appointment	
<i>1/15 Monday</i>	Town Hall Closed – MLK	
<i>1/16 Tuesday</i>	Meeting Discuss BOS Procedures & Policies Manual	<i>Friday 1/19 & Saturday 1/20- MMA Annual Meeting & Trade Show</i>
<i>1/22 Monday</i>	Wellesley Club	
<i>1/23 Tuesday</i>	Meeting MLP- Free Energy Audit Update to Board.	
<i>1/29 Monday</i>	Meeting	<i>Friday 1/26 8:00am Babson College Breakfast</i>
<i>2/5 Monday</i>	Possible STM Date	
<i>2/6 Tuesday</i>	Possible STM Date	
<i>2/12 Monday</i>	Meeting	
<i>2/19 Monday</i>	Town Hall Closed – President’s Day	
<i>2/20 Tuesday</i>	Meeting	
<i>2/26 Monday</i>	Meeting	
<i>3/5 Monday</i>	Wellesley Club- Town Affairs Night	
<i>3/6 Tuesday</i>	Meeting	Tuesday 3/6- Town Election
<i>3/12 Monday</i>	Meeting	
<i>3/19 Monday</i>	Meeting	
<i>3/26 Monday</i>	ATM Starts	
<i>3/27 Tuesday</i>	ATM	
<i>4/2 Monday</i>	ATM	
<i>4/3 Tuesday</i>	ATM	

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EXECUTIVE DIRECTOR OF GENERAL GOVERNMENT

Our regularly scheduled meeting will begin at 7:00 PM on Monday in the Juliani.

1. Citizen's Speak

2. Joint Election with Recreation Commission to fill vacancy

Currently there exists a vacancy on the Recreation Commission. The vacancy occurred due to the resignation of one of their members. The purpose of this item on the agenda is to hold a joint election between the Board and the remaining members of the Commission to fill this seat until the next election in March. Mr. Paul Cramer has been put forth as a candidate. Mr. Cramer has served as an elected town official in the past on NRC and has been actively engaged in recreation/youth sports. A copy of background information about him is included in your packet for consideration.

Move to convene a Joint meeting with the Recreation Commission.

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

Move to elect Andy Wrobel as secretary of the joint meeting.

Move to accept nominations to fill the open position on the Recreation Commission until the next election on March 6, 2018.

Move to close nominations.

Roll Call vote to elect Paul Cramer to the open position on the Recreation Commission.

Move to dissolve the joint meeting of the Board of Selectmen and Recreation Commission.

PAUL CRAMER

Trained at the Harvard Negotiation Project by Professor Roger Fisher, Paul Cramer has worked as a negotiation and dispute resolution specialist since 1984. As such he has advised individuals, corporate executives, diplomats and government officials, NGO leaders, labor representatives and others on the most appropriate strategy for complex, multi-party negotiations. Whether facilitating a merger, advising on a transaction, settling a lawsuit, or mediating a complex, multi-party issue, Paul worked with key executives to build an “interests-based” negotiation strategy that will satisfy all parties better than walking away.

Paul currently leads Accenture’s Negotiation Center of Excellence (CoE). The CoE supports Accenture’s most complex transactions, works to enhance the negotiation acumen of Accenture executives, builds and disseminates tools, frameworks and other thought leadership, and advises senior management. CoE members directly support or conduct key negotiations and make recommendations on how to build Accenture’s “organizational capacity” in developing a world-class level of negotiation skill. The CoE teaches people the “art and science” of negotiations through the application of five core strategies built on the “Getting to Yes” interest-based approach: 1) remain ‘unconditionally constructive’, 2) focus on strategic interests, 3) maximize legitimacy, 4) create value by being firm on principles yet flexible on how to achieve them, and 5) create clear choices between commercially viable propositions and a willingness to walk away.

Paul’s prior negotiation experiences included a breadth of negotiation, mediation, and facilitation experiences. He has facilitated complex multi-party negotiations in the health care arena (e.g., forced merger discussions among Sunnybrook Health Science Centre, Women’s College Hospital, and Orthopaedic and Arthritic Hospital in Ontario). He has helped settle complex litigation (e.g., the Lipton Tennis Tournament, Dade County, Matheson family dispute). He has facilitated restructuring negotiations for large commercial transactions (e.g., the restructuring of logistics for the shipment of western Canadian grain), and he has jointly-trained and mediated between formerly antagonistic parties (e.g., the Newton Teachers Association and the City of Newton).

In the international arena, Paul has worked with Mercy Corp., an international NGO based in Portland, Oregon, on promoting civil society in Iraq by building a Network of Iraqi Negotiators amongst government officials, clerics, local sheiks, women leaders and other influential leaders. Cooperating with Sa’ad Al-khalidy has led to the creation of the Iraqi Center for Negotiation Skills and Conflict Management in Baghdad. He facilitated a week-long workshop sponsored by the Council for Security and Cooperation in Europe for diplomatic officials from all twenty-two former Soviet republics in Helsinki, Finland. He has worked on non-violent problem solving with Duke’s Center for International Development, working specifically with African and Indian government officials to build the skills of those who negotiate foreign aid. He has taught sessions at Harvard University, Columbia University, Duke University and University of South Africa in Capetown. Paul’s work has taken him around the United States, as well as to some 50+ countries in Asia, Europe, Africa, and Latin and South America.

As a negotiation specialist, Paul has been a partner with Professor Roger Fisher, author of *Getting to YES* and founder of the Harvard Negotiation Project and Conflict Management Inc. (CMI), since 1988. Following his work at the Harvard, Mr. Cramer joined CMI where he worked for 20+ years. He worked as Executive Producer, with Professor Fisher, to turn the interests-based negotiation “technology” into award-winning videotapes: *Getting to YES: The Video Workshop on Negotiation*, *Five Skills For Getting A YES*, and *Getting Schools to YES*, and the computer-based interactive CD-ROM, *YES! The Interactive Negotiator*. For Accenture, he helped create numerous videos and podcasts, as well as *YES! Essentials* and *The Accenture Way to Negotiate* CBTs.

Locally, Paul served as an elected official on Wellesley’s Natural Resources Commission for six years. He has run the Boston Marathon to raise funds for the American Red Cross and The Foundation for MetroWest, and over years, as a father, coached dozens of teams in town. Before joining CMI, Mr. Cramer worked as a journalist for ABC News and Newsday. Mr. Cramer was graduated from Middlebury College and Harvard Law School.

3. Historical Commission – Discuss Demolition Delay Bylaw

Grant Brown, Chair of the Historical Commission, will be joining our meeting to discuss the demolition delay bylaw since its inception over the summer. They have had the opportunity to make decisions on a number of properties since the bylaw went into place, and there has been varied response to those decisions. A copy of the bylaw passed at Town Meeting is enclosed for your information.

NO MOTION

TOWN OF WELLESLEY



MASSACHUSETTS

To see if the Town will vote to amend the Town Bylaws by adopting a new article, Article 46C, Historic Preservation Demolition Review, in order to allow the Historical Commission to review certain eligible buildings prior to their demolition and, after public hearing, to potentially impose a 12-month delay on the demolition thereof, as follows:

Historic Preservation Demolition Review

A. PURPOSE

This Article is adopted by the Town to assure the preservation and enhancement of the Town of Wellesley's historical and cultural heritage by preserving, rehabilitating or restoring whenever possible, buildings that have distinctive architectural features or historical associations that contribute to the historic fabric of the Town.

B. DEFINITIONS

For the purposes of this Article, the following words and phrases have the definitions set forth next to them:

"Application": An application to the Commission for a Demolition review determination of a Building in accordance with the provisions of this Article that shall include the following information supplied by the Owner: (i) the name of each Owner (including of the underlying property, if different from the Owner of the Building), (ii) the address of the Building, (iii) an indication whether the Owner is seeking a full or partial Demolition, (iv) the earliest date that the Owner believes the Building, or any part thereof, was constructed, and (v), if the Owner is seeking a partial Demolition, non-certified plans and drawings showing such proposed partial Demolition.

"Article": This Article 46C of the Town Bylaws.

"Building": Any combination of materials forming a shelter for persons, animals or property located in the Town of Wellesley that is larger than 100 square feet.

"Change of Control": As defined in Section D(6)(b).

"Commission": The Wellesley Historical Commission.

"Commission Staff": The person(s) regularly providing staff services for the Commission who the Commission has designated to perform tasks for the purposes of this Article and who shall be located in Town Hall. All communication with the Commission shall, unless otherwise specified in writing by the Commission, be done through the Commission Staff.

“**Delay Period**”: As defined in Section D(3)(b).

“**Demolition**” or “**Demolish(ed)**”: With respect to a Building regardless of whether another Building is constructed within the original footprint of such Building, the (i) pulling down, razing or destruction of the entire Building or (ii) the removal or envelopment of 50% or more of the existing exterior structure of the Building as determined in Section D(2), provided that, any non-structural changes to the siding or roofing of a Building shall not constitute a Demolition for purposes of this Article.

“**Demolition Permit**”: Any permit issued by the Inspector of Buildings that is required by the State Building Code and which authorizes the Demolition of a Building (excluding interior Demolition) regardless of whether such permit is called a demolition permit, alteration permit, building permit, etc.

“**Effective Date**”: July 1, 2017 at 12:01 a.m., Eastern Standard Time.

“**Eligibility Notice**”: As defined in Section D(2).

“**Eligible Building**”: Any Building that requires a Demolition Permit in order to be Demolished that was built, in whole or in part, on or prior to December 31, 1949 and that is or was at any point during the three (3) years preceding an Application, a dwelling as defined and regulated under the State Building Code. Notwithstanding the foregoing, Buildings owned by the Town of Wellesley and dormitories and residence halls owned by educational institutions used to house students or staff are not considered Eligible Buildings for purposes of this Article.

The determination of what constitutes a Building’s date of construction shall be made by the Commission Staff using any combination of records generally available to the public, including but not limited to, Board of Assessor’s records (e.g., property record cards), Building Department records (e.g., building permits), applicable Registry of Deeds (e.g., deeds), and the Wellesley Townsman archives.

“**Inspector of Buildings**”: The Town of Wellesley’s Inspector of Buildings.

“**Owner**”: With respect to a Building that is the subject of this Article, the owner(s) of record, determined to be the last grantee(s) of record on file with the applicable Registry of Deeds.

“**Preferably Preserved**”: A Building should be preferably preserved if it is an Eligible Building, the Demolition of which that is proposed in the Application would be detrimental to the historical or architectural heritage of the Town because such Building is (i) importantly associated with one or more historic persons or events, or with the architectural, cultural, political, economic or social history of the Town, the Commonwealth of Massachusetts or the United States of America, (ii) historically or architecturally important by reason of period, style, method of building construction or association with a particular architect or builder, either by itself or in the context of a group of Buildings, or (iii) located within one hundred fifty (150) feet of the boundary line of any federal or local historic district and contextually similar to the Buildings located in the adjacent federal or local historic district.

“**Preservation Determination**”: As defined in Section D(3)(b).

“**Public Hearing**”: As defined in Section D(5).

“**Submission Date**”: As defined in Section D(1).

“**Waiver Hearing**”: As defined in Section D(4)(a).

C. APPLICABILITY AND INTERPRETATION

(1) Applicability. Commencing on the Effective Date, no Demolition Permit for an Eligible Building shall be issued by the Inspector of Buildings without first complying with the provisions of this Article. After complying with the provisions of this Article, any request to the Inspector of Buildings for a Demolition Permit shall, along with all other documents required by the Inspector of Buildings, be accompanied by the Eligibility Notice and/or the Preservation Determination. Unless otherwise noted, all days are calendar days. An Owner may be represented for all purposes under this Article by the Owner's duly authorized agent or representative.

(2) Damage and Reconstruction. Subject to Section G, this Article does not apply to the reconstruction of a Building that was damaged or destroyed by fire, storm, or other disaster, provided that (a) such damage or destruction is not caused by the owner or his agents or representatives' negligence or willful misconduct, including but not limited to, with respect to securing the Building, and (b) such reconstruction is commenced within two (2) years from the date of the damage or destruction and is conducted at a commercially reasonable pace. This exception shall be limited to reconstruction of only that portion of the Building damaged by such catastrophic event. Time incurred in resolving an appeal or other court action or insurance claim shall not be counted as part of the two year limit.

(3) Validity of Commission's Determination. A Preservation Determination shall remain valid, if Preferably Preserved, for two years after the expiration of the Delay Period, or if not Preferably Preserved, for two years after the Preservation Determination. While valid, the Inspector of Buildings may act upon a request for a Demolition Permit without regard to the provisions of this Article.

D. PROCEDURE

(1) Application. An Owner seeking to Demolish a Building shall first file an Application with the Commission Staff. The Commission Staff will date stamp the Application (the "**Submission Date**") and provide the Owner with a stamped acknowledgement copy of the first page of the Application.

(2) Determination if an Eligible Building

a. Determination. Within five (5) business days after the Submission Date, the Commission Staff shall make a determination as to whether the Building is or is not an Eligible Building and shall send written notice of such determination to the Owner (the "**Eligibility Notice**"). The Eligibility Notice shall include instructions to the Owner on its permissible next steps.

b. Appeal. The determination made in the Eligibility Notice may be appealed by the Owner to the Commission by filing a written notice of appeal with the Commission within twenty (20) days after the date of the Eligibility Notice. The Owner shall include all relevant reasons and documentation supporting its appeal. The Commission shall schedule a Public Hearing for a date not later than forty-five (45) days after the Commission's receipt of the notice

of appeal. Within ten (10) days following the conclusion of such hearing, the Commission shall provide written notice of its determination to the Owner.

(3) Determination if Preferably Preserved

a. Documentation Requirements. Upon the Owner's receipt of the Eligibility Notice that indicates that the Building is an Eligible Building and the exhaustion of the appeal process provided for in Section D(2)(b) above, the Owner shall provide the Commission with the following additional information:

i. in the case of a partial Demolition, plans showing the use or development of the site after such Demolition, if known, and a statement identifying all zoning variances and/or special permits which may be required in order to implement the proposed use or development, if known; and

ii. in the case of any Demolition, photographs of all existing façade elevations of the Building.

b. Hearing and Determination. Within forty-five (45) days following the Commission's receipt of the documentation required pursuant to Section D(3)(a) above, the Commission shall hold a Public Hearing and make a determination as to whether or not the Building should be Preferably Preserved (the "**Preservation Determination**"). If the Commission determines that the Building should be Preferably Preserved, then no Demolition Permit with respect to such Building shall be issued until twelve (12) months after the date of the Preservation Determination (the "**Delay Period**"), provided that, the length of the Delay Period may be reduced pursuant to Section D(4) below. If the Owner does not provide to the Commission all documentation required by Section D(3)(a) above within ninety (90) days of (i) the Owner's receipt of the Eligibility Notice or (ii) if the Owner has elected to appeal pursuant to Section D(2)(b) above, the conclusion of any appeal period, then the Application shall be automatically withdrawn.

c. Continuances. The Commission and the Owner may mutually agree to continue any hearing at which the Commission is to make the Preservation Determination. Any such continuances shall automatically extend the time for the Commission to make the Preservation Determination and all associated dates that fall thereafter.

d. Notice of Preservation Determination. Within ten (10) days of making the Preservation Determination, the Commission shall send written notice of such determination to the Owner.

e. Appeal. The determination made in the Preservation Notice may be appealed by the Owner to any court of competent jurisdiction in the Commonwealth of Massachusetts.

(4) Reduction in Length of Delay Period (Waiver Process)

a. Earlier Issuance. After a Delay Period has been imposed, an Owner may apply to the Commission for a reduction of the Delay Period. Within forty-five (45) days following the Commission's receipt of such request, the Commission shall schedule a Public Hearing and make a determination as to whether or not to reduce or modify the Delay Period (the "**Waiver Hearing**"). At the Waiver Hearing, the Commission may consider whether the Owner has:

i. made a bona fide, reasonable and unsuccessful effort to locate a purchaser for the Building who is willing to preserve, rehabilitate or restore the Building; or

ii. agreed to accept a Demolition Permit on specified conditions approved by the Commission. If the specified conditions involve approved plans and elevations, then no Demolition Permit shall be issued by the Inspector of Buildings unless the Owner provides to the Inspector of Buildings a complete set of plans and elevation drawings which have been signed and stamped by the Commission, provided, however, that if such plans and elevations are subsequently modified, no copy signed and stamped by the Commission shall be required if such modifications do not substantially alter the plans and elevations previously approved by the Commission.

b. Notice. The Waiver Hearing shall remain open until closed by the Commission, provided that, if the Waiver Hearing is still open on the date that the Delay Period expires, the Waiver Hearing shall be automatically closed on that date without any further action of the Commission or Owner. Within fifteen (15) days after the Commission has closed the Waiver Hearing, the Commission shall provide to the Owner written notice of its determination or a summary of the Owner and the Commission's agreed-upon plans with respect to the Delay Period and the Building.

(5) Hearing Notice Requirements. Public notice of all Commission hearings conducted in accordance with this Article (each, a "**Public Hearing**") shall provide the date, place and time of the Public Hearing and the address of the Building. With respect to each such notice, the Commission shall, at least fourteen (14) days prior to the date of the Public Hearing, (i) advertise once in a newspaper of general local circulation, (ii) post it with the Town Clerk and (iii) send it by regular United States Postal Service mail to the Owner and to the owners of all abutting properties of the Building. The Commission may also send such notice to other property owners deemed by the Commission to be materially affected by the Application.

(6) Transferability

a. Requirement to Submit New Application. Once a Building is deemed Preferably Preserved, if, prior to the expiration of the Delay Period, ownership (whether of record, legal, beneficial or otherwise) in the Building or underlying property is transferred, directly or indirectly, in whole or in part, by the Owner to any other person, irrespective of whether the Owner retains any ownership interest therein or rights thereto, the transferee must submit a new Application pursuant to the procedures of this Article. During the period that such new Application is under review by the Commission, the existing Delay Period shall remain in effect. If the Commission determines that the Building is Preferably Preserved, a new Delay Period shall be implemented for the full twelve (12) months, commencing on the date that the Commission makes

such new Preservation Determination; the previously-existing Delay Period shall thereafter immediately terminate.

b. Owner. For purposes of Section D(6)(a) above, a transfer shall (i) not include transfers done for purposes of estate planning by the Owner, and (ii) in addition to the types of transfers noted in Section D(6)(a) above, be deemed to occur upon a Change of Control of the Owner. “**Change of Control**” means, regardless of the form thereof, consummation of (i) the dissolution or liquidation of the Owner, (ii) the sale of all or substantially all of the assets of the Owner on a consolidated basis, (iii) a merger, reorganization or consolidation in which the outstanding equity interests of the Owner are converted into or exchanged for securities of the successor entity and the holders of the Owner’s outstanding voting power immediately prior to such transaction do not own a majority of the outstanding voting power of the successor entity immediately upon completion of such transaction, (iv) the sale or other transfer of all or a majority of the outstanding equity or beneficial interests (or such other amount necessary to control the Owner) of the Owner or (v) any other transaction in which the holders of the Owner’s outstanding voting power immediately prior to such transaction do not hold at least a majority of the outstanding voting power (or such other amount necessary to control the Owner) of the Owner or the successor entity immediately upon completion of the transaction.

E. EMERGENCY DEMOLITION

If the Inspector of Buildings determines that a Building poses an imminent threat to public health and safety and that immediate Demolition of the Building is warranted, the Inspector of Buildings may issue a Demolition Permit without requiring compliance with the provisions of this Article. Whenever the Inspector of Buildings issues a Demolition Permit under the provisions of this Section E, it shall prepare and file with the Commission a written report describing the Demolition of the Building and the basis of its decision to issue such Demolition Permit.

F. NON-COMPLIANCE

Anyone who effects, or begins to effect, a Demolition of an Eligible Building without first complying fully with the provisions of this Article shall be subject to a fine of not more than three hundred dollars (\$300.00) for each day in violation of this Article.

In addition, unless a Demolition Permit issued in accordance with this Article is obtained and unless the Demolition Permit is fully complied with, including full compliance with plans and elevation drawings signed and stamped by the Commission, the Inspector of Buildings may elect, and the Commission may request the Inspector of Buildings to, (1) issue a stop work order halting all work on the Building unless and until the Commission notifies the Inspector of Buildings in writing that the Owner has appeared before the Commission to address such non-compliance, and the Commission has accepted the Owner’s plans to remediate such non-compliance; (2) refuse to issue any certificates of occupancy, temporary or final, until any non-compliance has been remediated; and/or (3) refuse to issue any permit required by the State Building Code pertaining to any property on which an Eligible Building has been Demolished, or such Demolition was commenced, for a period of two (2) years from the date of such Demolition, provided that this provision shall not prevent the Inspector of Buildings from issuing any permit required to insure the safety of persons and property. The Inspector of Buildings shall give prompt written notice to the Commission of any action taken or refused to be taken pursuant to this Section F.

Notwithstanding the first two paragraphs of this Section F, upon a determination by the Commission that reuse of the property in accordance with building plans prepared by the Owner and submitted to the Commission (and all other relevant Town boards and departments) will substantially benefit the Town, the neighborhood in which the Building is situated, and will provide compensation for the loss of the historic elements of the Building either through reconstruction of the lost historic elements or significant enhancement of the remaining historic elements of the Building or the surrounding neighborhood, the Commission may waive the fine, in whole or in part, and/or the Inspector of Buildings' ban on issuance of any permits as provided for in this Section F, in order to allow for the construction or reconstruction of a Building or architectural elements as approved by the Commission. An Owner receiving such a waiver of the fine and/or ban shall execute a binding agreement with the Commission enforceable against all of the Owner's heirs, assigns and successors in interest to insure that any reuse of site undertaken during the two-year ban shall be implemented in accordance with the plans, terms and conditions approved by the Commission. Any reuse of the site undertaken during the two-year ban which fails to comply with the terms of the Commission's approval granted under this Section F shall also permit reinstatement of the fine for non-compliance with this Article.

G. SECURING BUILDINGS

(1) Rebuttable Presumption. If a Building has been determined by the Commission Staff or Commission, respectively, to be (a) an Eligible Building and is subsequently destroyed (in whole or in part) by fire or other cause before a Preservation Determination is made, or (b) Preferably Preserved and is subsequently destroyed (in whole or in part) by fire or other cause before the expiration of the Delay Period, then in each such case a rebuttable presumption shall arise that the Owner voluntarily Demolished the Building without complying with the provisions of this Article.

(2) Non-Issuance of Permits. If the rebuttable presumption has arisen, the Inspector of Buildings shall not issue any permit required under the State Building Code pertaining to the Building, with respect to Section G(1)(a) above, for a period of two (2) years from the date of such destruction, and with respect to Section G(1)(b) above, until the end of the Delay Period.

(3) Exceptions. Notwithstanding anything to the contrary in this Section G, the Inspector of Buildings may issue any permit required under the State Building Code pertaining to the Building (a) as may be necessary to secure public safety or health or (b) if the Owner has provided satisfactory evidence to the Inspector of Buildings that (i) such Owner took reasonable steps to secure the Building against fire or other loss, (ii) the cause of the destruction was not due to the Owner's negligence or willful misconduct, or (iii) the Wellesley Fire Department or Massachusetts State Fire Marshall makes a determination that the cause of the destruction cannot be determined.

H. BUILDINGS LOCATED IN OTHER DISTRICTS

The provisions of this Article shall not apply to any Building located in a (a) local historic district established pursuant to M.G.L. C. 40C and subject to regulation by the local historic district commission under the provision of Section XIVD of the Zoning Bylaws or (b) Neighborhood Conservation District established pursuant to Article 46A of the Town Bylaws.

I. SEVERABILITY

In case any section, paragraph, or part of this Article is declared invalid or unconstitutional by any court of competent jurisdiction, every other section, paragraph, or part of this Article shall continue in full force and effect.

J. ENFORCEMENT

The Commission is authorized to institute any and all actions and proceedings, in law or in equity, in any court of competent jurisdiction, as it deems necessary and appropriate to obtain compliance with the requirements of this Article.

K. FEES

Any Owner whose Application is subject to this Article shall pay such fees as shall be determined by the Commission.

L. RULES AND REGULATIONS

The Commission may promulgate or amend Rules and Regulations (“**Rules**”) which pertain to this Article, and shall file a copy of the Rules in the office of the Town Clerk. The adoption or amendment of Rules shall be after a Public Hearing to receive comments on the proposed or amended Rules.

4. National Grid Petition Public Hearing

National Grid has submitted a petition for permission from the Board to install fifteen feet of gas main on Oakridge Road from #23 Oakridge to #22 Oakridge in order to be able to provide gas service to that address for a new house. Engineering has signed off that there are no issues with this application. Work will not commence to install it until spring.

MOVE to grant a petition to National Grid to install fifteen feet of four-inch gas main on Oakridge Road from house #23 to house #22 to provide gas service at that location.

PETITION OF NATIONAL GRID FOR GAS MAIN LOCATIONS

Town of Wellesley / Board of Selectmen:

The Nationalgrid hereby respectfully requests your consent to the locations of mains as hereinafter described for the transmission and distribution of gas in and under the following public streets, lanes, highways and places of the **Town of Wellesley** and of the pipes, valves, governors, manholes and other structures, fixtures and appurtenances designed or intended to protect or operate said mains and accomplish the objects of said Company; and the digging up and opening the ground to lay or place same:

To install and maintain approximate 15 feet more or less of 4 inch gas main in Oakridge Rd., Wellesley. From the existing 4 inch gas main at house #23 easterly to house #22 to provide a gas service to house #22 Oakridge Rd.

Date: November 13, 2017

By: Barbara H. Kelleher
Barbara H. Kelleher
Permit Representative

Town of Wellesley / Board of Selectmen:

IT IS HEREBY ORDERED that the locations of the mains of the Nationalgrid for the transmission and distribution of gas in and under the public streets, lanes, highways and places of the **Town of Wellesley** substantially as described in the petition date November 13, 2017 attached hereto and hereby made a part hereof, and of the pipes, valves, governors, manholes and other structures, fixtures and appurtenances designed or intended to protect or operate said mains and/or accomplish the objects of said Company, and the digging up and opening the ground to lay or place same, are hereby consented to and approved.

The said Nationalgrid shall comply with all applicable provisions of law and ordinances of the **Town of Wellesley** applicable to the enjoyment of said locations and rights.

Date this _____ day of _____, 20____.

I hereby certify that the foregoing order was duly adopted by the _____ of the Town of _____, MA on the _____ day of _____, 20____.

By: _____

Title

WO# 1204382

**RETURN ORIGINAL TO THE PERMIT SECTION
NATIONAL GRID
40 SYLVAN RD, WALTHAM, MA 02451
RETAIN DUPLICATE FOR YOUR RECORDS**

5. Discuss Designation of the Tolles Parsons Center as a Polling Place

Included in your packet is a memo from Town Clerk Kathy Nagle recommending that the Board take action to change the polling place for Precinct H from the Wellesley High School to the Tolles Parsons Center. Evidently this was discussed during the planning for the center, and agreement between the COA and the Town Clerk has been reached to allow this to be approved ahead of the general election to be held on March 6, 2018. We understand that the school administration is also in support of this change, as having the polling place at the school has been an issue at least for parking. The COA staff intends to use the multi-purpose room as a polling place, and will adjust their programming on the one to three times a year that this would happen.

MOVE to change the poll location for Precinct H from Wellesley High School to the Tolles Parsons Center at 500 Washington Street effective with the March 6, 2018 annual town election.



TOWN OF WELLESLEY

MASSACHUSETTS

TOWN CLERK

KATHLEEN F. NAGLE
525 WASHINGTON STREET
WELLESLEY, MA 02482

TELEPHONE: (781) 431-1019 x2250
FACSIMILE: (781) 237-5037
E-MAIL: knagle@wellesleyma.gov

December 1, 2017

To: Board of Selectmen
From: Kathleen Nagle, Town Clerk

RE: Relocation of Precinct H Polling Place

I am recommending relocation of Precinct H from Wellesley High School to the Tolles Parsons Center.

I have spoken to Gayle Thieme about this proposed switch and she is amenable to the use of the large multipurpose room for this activity. I hope that the accessibility and parking conflict on election day will be improved at the Tolles location.

While WHS was accommodating to the use of space for elections, parking availability and space was not ideal. The exterior entrance caused climate issues for the workers and students were prevented from using the band practice room on election days. Gayle has agreed to allow exclusive use of the multipurpose Tolles space for election activities and limit other large programming on those dates.

General Information:

The requirements for hosting a precinct are:

- available 6 am - 10 pm each election day;
- fully handicapped accessible;
- provide space for voting machine storage;
- allow set up the day before;
- be climate controlled for the comfort of election workers and voters;
- be stable locations that we can count on for a significant period of time;
- preferably be located within the precinct boundaries.

The elections for 2018 calendar year are:

- March 6, 2018 Annual Town Election – depending on visibility of candidates 10-30%
- September TBA, 2018 State Primary (Governor and others) – usually 25% or less – but if there is a vigorous campaign it could be different. This date is a moving target at this point but I expect it to be the first week of September, possible Thursday September 6, 2018
- November 6, 2018 State Election- Governor and others- 50-60% depending on candidates

The next step required is for the Board of Selectmen to **vote** to move the polling place for Precinct H to the new location at the Tolles Parsons Center

Move to relocate the Precinct H polling place from Wellesley High School, to the Tolles Parsons Center at 500 Washington Street. This change will begin with the March 6, 2018 Annual Town Election

Once this is voted the BOS is required by statute to inform the state elections division and each registered voter of the new polling location and post the new location in reasonable public places.

MGL Chap 54 Section 24

When a polling place in a voting precinct is changed from one location to another, ... the selectmen in any town shall cause printed descriptions of such polling place to be posted in such public places in such precinct as they determine and shall give notice by mail to each residence of one or more registered voters therein.

I suggest you send a mailing in late February prior to the Town Election I will coordinate this mailing on your behalf. I will inform the state of the new location.

I suggest the following additional notice activities:

- publicize the change through the Town of Wellesley website and the Townsman and cable TV, and the Hunnewell, Sprague and Fiske newsletters (the precinct area contains families at all three schools)
- post the new polling place at the entrance to the old location on and prior to election day.
- New voters will be notified at the time of registration.

Sincerely

Kathleen Nagle

Appendix A- Proposed postcard notification

FEBRUARY 2018

NOTICE IS HEREBY GIVEN THAT THE BOARD OF SELECTMEN HAS CHANGED THE POLLING LOCATION IN **PRECINCT H** FROM WELLESLEY HIGH SCHOOL TO THE

**TOLLES PARSONS CENTER 500 WASHIGNTON STREET
EFFECTIVE WITH THE MARCH 6, 2018 ANNUAL TOWN ELECTION
POLLS WILL BE OPEN FROM 7:00 AM – 8:00 PM**

VOTING WILL TAKE PLACE IN THE MULTIPURPOSE ROOM ON THE GROUND LEVEL.

Ellen Gibbs, Chairman
Board of Selectmen

6. Discuss Selectmen's FY19 Budget

As a result of the two work sessions we've had to review the budgets, which are under the responsibility of the Board, there is a total percentage increase for FY19 of \$552,463 or a 2.32% increase over FY18. A copy of the summary of those budgets is included in your packet. At the meeting it is my intent to give a brief overview of the significant changes since last year and that have occurred during this process. It would be appropriate to have the Board take a vote as to its position on where these stand. Clearly there is more work to be done on employee benefits, and the budget overall as requests come in from the other boards and departments.

MOVE that the board vote to approve the Selectmen's budgets for FY19 which taken together represent an increase of 2.32% over FY18.



Town of Wellesley FY2019 Summary Selectmen Request

Page #	Dept.	Funding Item	FY18 USE OF FUNDS (BUDGET)			FY19 USE OF FUNDS (REQUESTED)			CHANGE - FY18 to FY19			
			FY18 Pers Srvs	FY18 Expenses	FY18 Total Ops	FY19 Pers Srvs	FY19 Expenses	FY19 Total Ops	\$ Variance Pers Srvs	\$ Variance Expenses	Variance Total - \$	Variance Total - %
GENERAL GOVERNMENT												
Administration												
1	122	Executive Director	460,572	28,925	489,497	468,599	33,225	501,824	8,027	4,300	12,327	2.52%
5	126	Sustainable Energy	18,132	1,500	19,632	33,497	26,425	59,922	15,365	24,925	40,290	205.23%
15	133	Finance Department	431,837	10,200	442,037	448,904	10,950	459,854	17,067	750	17,817	4.03%
20	145	Treasurer & Collector	315,990	126,450	442,440	314,306	129,750	444,056	(1,684)	3,300	1,616	0.37%
26	155	Information Technology	474,910	297,457	772,367	484,400	307,220	791,620	9,490	9,763	19,253	2.49%
31	195	Town Report	-	4,000	4,000	-	4,000	4,000	-	-	-	0.00%
32	199	Central Admin. Services	-	29,000	29,000	-	26,500	26,500	-	(2,500)	(2,500)	-8.62%
Subtotal - General & Financial Srvs.			\$ 1,701,441	\$ 497,532	\$ 2,198,973	\$ 1,749,706	\$ 538,070	\$ 2,287,776	\$ 48,265	\$ 40,538	\$ 88,803	4.04%
Facilities												
33	192	Facilities Management -Town	4,345,946	3,380,028	7,725,974	4,497,517	3,457,749	7,955,266	151,571	77,721	229,292	2.97%
Subtotal - Facilities Management			\$ 4,345,946	\$ 3,380,028	\$ 7,725,974	\$ 4,497,517	\$ 3,457,749	\$ 7,955,266	\$ 151,571	\$ 77,721	\$ 229,292	2.97%
Human Services												
64	541	Council on Aging	354,620	114,866	469,486	373,087	63,446	436,533	18,467	(51,420)	(32,953)	-7.02%
71	542	Youth Commission	82,579	17,090	99,669	84,500	17,090	101,590	1,921	-	1,921	1.93%
86	693	Memorial Day Flags	-	2,500	2,500	-	2,500	2,500	-	-	-	0.00%
74	543	West Suburban Veterans District	-	68,000	68,000	-	68,000	68,000	-	-	-	0.00%
Subtotal - Human Srvs.			\$ 437,199	\$ 202,456	\$ 639,655	\$ 457,587	\$ 151,036	\$ 608,623	\$ 20,388	\$ (51,420)	\$ (31,032)	-4.85%
Selectmen Shared Services												
76	135	Audit Committee	-	58,200	58,200	-	64,020	64,020	-	5,820	5,820	10.00%
77	151	Law	-	325,000	325,000	-	375,000	375,000	-	50,000	50,000	15.38%
78	458	Street Lighting	-	246,876	246,876	-	145,000	145,000	-	(101,876)	(101,876)	-41.27%
79	945	Risk Management	-	440,454	440,454	-	435,679	435,679	-	(4,775)	(4,775)	-1.08%
80	211	Injured on Duty Insurance	-	100,000	100,000	-	100,000	100,000	-	-	-	0.00%
Subtotal - Sel. Shared Services			\$ -	\$ 1,170,530	\$ 1,170,530	\$ -	\$ 1,119,699	\$ 1,119,699	\$ -	\$ (50,831)	\$ (50,831)	-4.34%
Selectmen Appointed Committees												
81	176	Zoning Board of Appeals	54,335	6,940	61,275	76,724	11,940	88,664	22,389	5,000	27,389	44.70%
85	180	Housing Development Corp	-	6,000	6,000	-	6,500	6,500	-	500	500	8.33%
85	690	Historical District Commission	-	-	-	-	-	-	-	-	-	0.00%
85	691	Historical Commission	-	750	750	-	750	750	-	-	-	0.00%
86	692	Celebrations Committee	-	4,700	4,700	-	4,700	4,700	-	-	-	0.00%
Subtotal - Sel. Appntd Comms.			\$ 54,335	\$ 18,390	\$ 72,725	\$ 76,724	\$ 23,890	\$ 100,614	\$ 22,389	\$ 5,500	\$ 27,889	38.35%
GENERAL GOVERNMENT SUBTOTAL			\$ 6,538,921	\$ 5,268,936	\$ 11,807,857	\$ 6,781,534	\$ 5,290,444	\$ 12,071,978	\$ 242,613	\$ 21,508	\$ 264,121	2.24%
Public Safety												
87	210	Police Department	5,446,712	630,035	6,076,747	5,527,024	643,085	6,170,109	80,312	13,050	93,362	1.54%
100	220	Fire Rescue	5,030,186	263,549	5,293,735	5,215,425	265,770	5,481,195	185,239	2,221	187,460	3.54%
108	241	Building Department	507,724	26,150	533,874	499,254	40,600	539,854	(8,470)	14,450	5,980	1.12%
115	244	Sealer of Wgts & Measures	15,600	2,800	18,400	16,000	2,550	18,550	400	(250)	150	0.82%
118	299	Special School Police	126,294	3,105	129,399	127,606	3,183	130,789	1,312	78	1,390	1.07%
Subtotal - Public Safety			\$ 11,126,516	\$ 925,639	\$ 12,052,155	\$ 11,385,309	\$ 955,188	\$ 12,340,497	\$ 258,793	\$ 29,549	\$ 288,342	2.39%
SELECTMEN OPERATING SUBTOTAL			\$ 17,665,437	\$ 6,194,575	\$ 23,860,012	\$ 18,166,843	\$ 6,245,632	\$ 24,412,475	\$ 501,406	\$ 51,057	\$ 552,463	2.32%

Page #	Dept.	Funding Item	FY18 USE OF FUNDS (BUDGET)			FY19 USE OF FUNDS (REQUESTED)			\$ Variance Pers Srvs	CHANGE - FY18 to FY19		
			FY18 Pers Srvs	FY18 Expenses	FY18 Total Ops	FY19 Pers Srvs	FY19 Expenses	FY19 Total Ops		\$ Variance Expenses	Variance Total - \$	Variance Total - %
CAPITAL & DEBT												
Tax Impact Capital												
122		BoS Cash Capital	-	364,009	364,009	-	240,679	240,679	-	(123,330)	(123,330)	-33.88%
192		Facilities Capital	-	1,875,000	1,875,000	-	1,850,000	1,850,000	-	(25,000)	(25,000)	-1.33%
		Subtotal - Capital	\$ -	\$ 2,239,009	\$ 2,239,009	\$ -	\$ 2,090,679	\$ 2,090,679	\$ -	\$ (148,330)	\$ (148,330)	-6.62%
Debt Service												
710		Current Inside Levy Debt Service - Issued	-	4,000,000	4,000,000	-	4,000,000	4,000,000	-	-	-	0.00%
		Current Outside Levy Debt Service - Issued	-	12,740,608	12,740,608	-	12,552,089	12,552,089	-	(188,519)	(188,519)	-1.48%
		Subtotal - Debt Service	\$ -	\$ 16,740,608	\$ 16,740,608	\$ -	\$ 16,552,089	\$ 16,552,089	\$ -	\$ (188,519)	\$ (188,519)	-1.13%
CAPITAL & DEBT SUBTOTAL			\$ -	\$ 18,979,617	\$ 18,979,617	\$ -	\$ 18,642,768	\$ 18,642,768	\$ -	\$ (336,849)	\$ (336,849)	-1.77%
Employee Benefits												
121	910	Retirement	-	6,621,863	6,621,863	-	7,056,425	7,056,425	-	434,562	434,562	6.56%
122	911	Non-Contributory Pensions	-	18,713	18,713	-	19,100	19,100	-	386	386	2.06%
123	913	Unemployment Compensation	-	150,000	150,000	-	150,000	150,000	-	-	-	0.00%
124	912	Workers Comp	-	517,860	517,860	-	287,700	287,700	-	(230,160)	(230,160)	-44.44%
125	914	Group Insurance	-	17,576,298	17,576,298	-	18,955,834	18,955,834	-	1,379,536	1,379,536	7.85%
126	919	OPEB Inside Levy	-	3,432,000	3,432,000	-	3,432,000	3,432,000	-	-	-	0.00%
127	950	Compensated Absences	-	90,000	90,000	-	90,000	90,000	-	-	-	0.00%
		SHARED COST SUBTOTAL	\$ -	\$ 28,406,734	\$ 28,406,734	\$ -	\$ 29,991,059	\$ 29,991,059	\$ -	\$ 1,584,324	\$ 1,584,324	5.58%
SPECIAL ITEMS												
		Property Tax Abatements	-	662,717	662,717	-	662,717	662,717	-	-	-	0.00%
810		State & County Assessments	-	1,239,372	1,239,372	-	1,270,356	1,270,356	-	30,984	30,984	2.50%
		SPECIAL ITEMS SUBTOTAL	\$ -	\$ 1,902,089	\$ 1,902,089	\$ -	\$ 1,933,073	\$ 1,933,073	\$ -	\$ 30,984	\$ 30,984	1.63%
BoS TOTAL TAX IMPACT BUDGET			\$ 17,665,437	\$ 55,483,015	\$ 73,148,452	\$ 18,166,843	\$ 56,812,532	\$ 74,979,375	\$ 501,406	\$ 1,329,516	\$ 1,830,922	2.50%
BOS TOTAL TAX IMPACT (LESS EXEMPT DEBT)			\$ 17,665,437	\$ 42,742,407	\$ 60,407,844	\$ 18,166,843	\$ 44,260,443	\$ 62,427,286	\$ 501,406	\$ 1,518,035	\$ 2,019,441	3.34%
NON-TAX IMPACT ITEMS												
128	27-293	Traffic & Parking Ops. & Cash Capital	247,280	1,301,670	1,548,950	248,250	798,086	1,046,336	970	(503,584)	(502,614)	-32.45%
		NON-TAX IMPACT TOTAL	\$ 247,280	\$ 1,301,670	\$ 1,548,950	\$ 248,250	\$ 798,086	\$ 1,046,336	\$ 970	\$ (503,584)	\$ (502,614)	-32.45%

7. **Approve Settlement Agreements**

Through the fall Meghan Jop, accompanied by Chief Pilecki and Scott Szczebak have met with both the Police Patrolman's Association and the Superior Officers Association to negotiate successor union contracts for the period of July 1, 2017 through June 30, 2020. Included in your packet are copies of the tentative agreements between the Town and these units which require your approval. With this approval the next steps will be to finalize the contract documents, and to request approval at Town Meeting in March to fund the agreements.

MOVE that the Board vote to approve the tentative agreements with the Wellesley Police Patrolmen's Association and the Police Superior Officers Association for the period July 1, 2017 to June 30, 2020 and recommend the approval of the first year funding of these contracts to the Annual Town Meeting.

Tentative Agreement

Town of Wellesley and Wellesley Police Patrolmen's Association

This Tentative Agreement is entered into by and between the Town of Wellesley (Town) and the Wellesley Police Patrolmen's Association (Union) pursuant to General Laws Chapter 150E as a successor agreement to the current collective bargaining agreement expiring June 30, 2017. This is a Tentative Agreement and will not become final or binding until ratification by the Union, Selectmen of the Town of Wellesley, and Wellesley Town Meeting. The Town and the Union agree to execute a complete collective bargaining agreement for the period of July 1, 2017 through June 30, 2020 upon approval of this Tentative Agreement.

1. **Duration:** This agreement shall extend for a period of three (3) year from July 1, 2017 through June 30, 2020.
2. **Salaries:** Amend Article 21(a) to add a new step 1 (underlined) for employees hired after July 1, 2018, and to increase steps 2 through 5 by 2% in each of the contract years. Employees hired after July 1, 2018 will remain at Step 1 for a 12 month period.

P10 Police Officer	<u>Step 1</u>	Step 2	Step 3	Step 4	Step 5
July 1, 2017	983.16	1013.57	1073.11	1132.91	1192.62
July 1, 2018	1,002.82	1,033.84	1,094.57	1,155.57	1,216.47
July 1, 2019	1,022.88	1,054.52	1,116.46	1,178.68	1,240.80

3. **Holiday Pay:** Amend Article 9 (a) to add another day to the holiday pay so the section would read as follows:
 - (a) Employees will be paid an annual payment on or about December 1st of each year for nine (9) holidays, whether worked or not.

Employees who work a shift on Thanksgiving Day or Christmas Day will be compensated at a rate of one fifth (1/5) of a week's pay in addition to his/her regular rate of pay.

4. **Overtime Modification:** Amend Article 8 (i) to add the first half shift of Christmas Eve as a double time overtime and to **replace** the first half shift New Year's Day with the first half shift of New Year's Eve to read :
 - (i) Employees who work an extra shift on first half Christmas Eve, Christmas, Thanksgiving Day, first half New Year's Eve, or last half and day shift on New Year's Day shall be compensated at two (2) times their regular rate of pay as provided in Article 21, Sections (a) and (i), and Article 8, section (e) of this Agreement for all hours in excess of his/her regular shift.

5. **Longevity:** Amend Article 21 (b) to the following percentages:

<u>Service Period</u>	<u>Payment (% of base pay*)</u>
10 to 14 Years	.81%
15-19 years	1.21%
20 to 24 years	1.62%

25 or more years 2.42%

*base pay shall be based upon weekly pay rates, and shall **exclude** overtime, holiday pay, education incentives, night shift differential, and all stipends.

- 6. **Injury on Duty:** Amend Article 16 (c) to read as follows:
 - (a) Whenever an employee is paid in accordance with the provisions of Paragraph (a) above and the Town desires to have such employee examined by a physician or specialist designated by the Town, the Town, at its expense, shall schedule a medical examination before a designated physician or specialist of its choosing with a regular office location no more than 25 miles from the borders of the Town of Wellesley so long as there is a qualified physician or specialist to provide such service within that area.

- 7. **Drug Policy:** The Town and Union will agree on a Random Drug Testing Policy to become effective July 1, 2018.

For the Union

For the Town

Date

Date

Tentative Agreement

Town of Wellesley and Wellesley Police Superior Officer's Association

This Tentative Agreement is entered into by and between the Town of Wellesley (Town) and the Wellesley Police Superior Officer's Association (Union) pursuant to General Laws Chapter 150E as a successor agreement to the current collective bargaining agreement expiring June 30, 2017. This is a Tentative Agreement and will not become final or binding until ratification by the Union, Selectmen of the Town of Wellesley, and Wellesley Town Meeting. The Town and the Union agree to execute a complete collective bargaining agreement for the period of July 1, 2017 through June 30, 2020 upon approval of this Tentative Agreement.

1. **Duration:** This agreement shall extend for a period of three (3) years from July 1, 2017 through June 30, 2020.
2. **Salaries:** Amend Article 20 Rates of Pay (a) by 2% in each of the contract years to read as follows:

	FY18	FY19	FY20
P40 Lieutenant	1749.79	1784.79	1820.49
P20 Sergeant	1466.76	1496.10	1526.02

3. **Sick Leave:** Amend Article 11(a) to add a new clause to reduce the Town's liability on sick leave buy back to read as follows:

Employees hired or promoted to the bargaining unit on or after July 1, 2018 shall, upon retirement, be compensated for days of absence with pay with a maximum of 90 days, provided the Chief is notified on the employee's intention to retire by October 1 of the year preceding the fiscal year of retirement. The rate of pay for such compensation shall be \$100 per day.

4. **Longevity:** Amend Article 20 (b) to read as follows:

(b) Employees who have completed the following years of continuous full-time service with the Town of Wellesley shall be compensated an additional amount in recognition of their long service to the Town. The additional payment shall be made in the first full payroll of the fiscal year for service completed in the prior fiscal year. The payment shall be a percentage of the employee's base pay, based upon the weekly pay rates in section (a), which will be added to the base wage for purposes of calculating overtime, and buyback of days owed, vacation, sick, or compensatory time. It shall be included in retirement calculations but shall not be included in the base salary for night shift, EMT or primary education incentive calculations.

<u>Service Period</u>	<u>Payment (% of base pay*)</u>
10 to 14 Years	1%
15-19 years	1.5%
20 to 24 years	2%
25 to 29 years	2.5%
30+ years	3%

For the Union

For the Town

Date

Date

8. Review Lease Extension of FMD Office Space – 888 Worcester Street

The initial lease for the office space at 888 Worcester Street was for a three-year period that is up at the end of May, 2018. That agreement has a provision for a two-year extension under the same terms with no increase in cost. It is the recommendation of staff that this lease be extended, and thus we have asked Town Counsel to draft the attached document. He has done so, and recommends that the Board take action to approve it, and authorize me to execute it on the Town's behalf.

MOVE to authorize a lease extension for office space at 888 Worcester Street between the Town of Wellesley and Wayne Office Park, LLC for a two-year term from June 1, 2018 to May 31, 2020, and authorize the Executive Director to execute the document on the Town's behalf.

**EXTENSION OF LEASE
BY AND BETWEEN TOWN OF WELLESLEY AND
WAYNE OFFICE PARK, LLC**

LANDLORD: WAYNE OFFICE PARK, LLC, its heirs, successors and assigns;

TENANT: TOWN OF WELLESLEY, 525 Washington Street, Wellesley, MA;

PREMISES: 3,665 sq. feet at the Wayne Office Park, 888 Worcester Street, Suite 370,
Wellesley, MA 02482

WHEREAS Landlord and Tenant by this agreement desire to extend the Lease.

NOW THEREFORE, Landlord and Tenant, in mutual consideration of the covenants and agreements contained herein, and for other good and valuable consideration the receipt and sufficiency of which are hereby mutually acknowledged, covenant and agree as follows:

1. The term of the Lease shall be extended until May 31, 2020 in accordance with Section 1.(A) of the Lease.

2. Except as expressly amended by the foregoing, the terms of the Lease remain in full force and effect.

IN WITNESS WHEREOF, Landlord and Tenant have executed this Extension of Lease this _____ day of _____, 2017.

LANDLORD:
Wayne Office Park, LLC

TENANT:
Town of Wellesley

By:
Its:

By: Blythe C. Robinson
Its: Executive Director, duly authorized

9. Executive Director's Update

There are two items that require the board's action prior to the end of the calendar year as this will be the last regular meeting of the board prior to 2018. Both items are related to the serving and sale of alcohol.

- Extension of Hours

In past years, several restaurants have asked for an extension of hours for alcohol service until 1:00 am on New Year's Eve. We have reached out to several of the restaurants including the Local, the Cottage, Italo, Wellesley Country Club, Juniper, and Bocado. The Italo, and Country Club have indicated they would not require extensions this year. I have given the remaining restaurants until Monday, December 18th to respond. If there are extensions requested, I will forward those to the Board in advance of the meeting.

- Holiday Beer and Wine Sale Extensions

We have received requests from both Fells Market and The Cheese Shop to be able to sell beer and wine on Sunday, December 24th and Sunday, December 31st. While they typically do not have sales on Sundays, they are asking for permission to do so to take advantage of the final day before the Christmas holiday and New Year's Eve. Staff have confirmed with the ABCC that the extension of hours is at the Board of Selectmen's discretion. Staff recommends approval.

Move to approve the extension of liquor service until 1:00 am on New Year's Eve 2017 for: _____

Move to approve the extension of the retail sale of beer and wine for Fells Market at 326 Weston Road from 10:00 am to 8:00 pm on Sunday December 24th, and Sunday, December 31, 2017

Move to approve the extension of the retail sale of beer and wine for the Cheese Shop at 61 Central Street from 10:00 am to 9:00 pm on Sunday, December 24th, and Sunday, December 31, 2017.

TOWN OF WELLESLEY



MASSACHUSETTS

BOARD OF SELECTMEN

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

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

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

MEMORANDUM

DATE: December 15, 2017
TO: Board of Selectmen
FROM: Blythe C. Robinson, Executive Director
SUBJECT: Weekly Report

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

- Certainly the excitement of the week was officially being invited into the next step of the process with the MSBA for HHU, specifically naming the Upham School. Now that we've been designated we can get to work on the items we must complete in the 9-month eligibility period that will start in early April, and compile a solid estimate for the dollars we'll need approval for to conduct feasibility and schematic design to determine where a replacement school will be built. We'll also be thinking about a budget and timing to begin the Hunnewell School project. A good problem to have!
- Scott Szczebak and I had a meeting this week with Mass Bay officials to follow up on opportunities for employees to take classes. This grew out of the meeting the Board attended earlier in the fall, and the greater interest in working collaboratively. Scott had already been working with them, and we were pleasantly surprised this year when the interest by employees unfortunately exceeded our budget. We discussed what types of classes would be beneficial as well as cost, with an eye towards trying to budget for appropriately for next year.
- The town report is on the website and we'll be putting up a news and announcement item as well to highlight that, as well as where to obtain hard copies.

- We received three proposals from firms interested in providing electronic permitting services to the Town. Prior to this our departments had the opportunity to see demonstrations from all of them. Staff began work winnowing down the choices to those that they think will provide the best option for residents and staff.
- The selection committee for the feasibility/visioning project for the interior of Town Hall met this week and winnowed the seven proposals down to three firms for interviews that will take place the first week in January.
- The annual “office” Christmas lunch took place this week. It was arranged by IT staff as it has been for a number of years, and we had about 70 employees attend from across the organization. Each supervisor pays for themselves and their staff, and the excellent food was provided by the Chateau from Waltham. I also had the opportunity to introduce and welcome new staff that has joined the Town since last year’s event, and Brian was gracious enough to introduce me!
- Next week will be busy as Meghan and I have interviews with five prospective candidates for the Executive Assistant position on Monday and Wednesday afternoon. We also have union negotiations on health insurance, meetings on the possible floater custodian, future election planning, a meeting with some of the Library Trustees about the interior renovation project, and a Veteran’s District meeting.
- We had a Department Heads meeting on Thursday this week. Kathy Nagle reminded everyone that election papers are available for those seeking election or re-election. Of note she informed everyone that two new candidates for positions have taken out papers, Sheila Olson for DPW, and Don McCauley for Moderator. There are also two candidates for NRC, Katie Griffith and Laura Fargasso.
- I am working on an update to our general bylaws as an article for the ATM, which are items that could be considered “housekeeping” in nature. I’ve gotten good feedback from Kathy Nagle and others. If you are aware of things that we need to address, please send me an email on this topic so I can include them. I’m planning to meet with Tom Harrington next week to work on this and the warrant overall, so we can have a good draft for your review soon after the warrant closes at the end of the month.

THE LAW OFFICE OF DAVID J. HIMMELBERGER

Attorney at Law
One Hollis Street, Suite 400
Wellesley, Massachusetts 02482

Telephone (781) 237-8180
Fax (781) 235-8242

David J. Himmelberger

Admitted to practice in MA, RI & NY

December 14, 2017

Ellen Gibbs, Chair
Wellesley Board of Selectmen
525 Washington Street
Wellesley, MA 02482

RE: Application for Extension of Holiday Sunday Hours for Alcohol License for sale
of Wine and Malt Beverages
Fells Market, 326 Weston Road, Wellesley, MA 02482

Dear Ms. Gibbs:

I represent G&D, Inc., d/b/a Fells Market, of 326 Weston Road, Wellesley. On behalf of my client I am requesting that the permissible hours for sale of beer and wine be extended to Christmas Eve, and New Year's Eve, both of which fall on a Sunday this year. My client would like permission to expand the permissible hours of sales to 10:00 am to 8:00 pm on December 24, and 31, 2017.

On behalf of the Fells Market, I thank you for your attention to this matter, and look forward to the appearing before you and the Board on Monday, December 18, 2017 to present this request.

Very truly yours,



David J. Himmelberger

THE LAW OFFICE OF DAVID J. HIMMELBERGER

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December 14, 2017

Ellen Gibbs, Chair
Wellesley Board of Selectmen
525 Washington Street
Wellesley, MA 02482

RE: Application for Extension of Holiday Sunday Hours for Alcohol License for sale
of Wine and Malt Beverages
The Cheese Shop, 61 Central Street, Wellesley, MA 02482

Dear Ms. Gibbs:

I represent The Cheese Shop, of 61 Central Street, Wellesley. On behalf of my client I am requesting that the permissible hours for sale of beer and wine be extended to Christmas Eve, and New Year's Eve, both of which fall on a Sunday this year. My client would like permission to expand the permissible hours of sales to 10:00 am to 9:00 pm on December 24, and 31, 2017.

On behalf of The Cheese Shop, I thank you for your attention to this matter, and look forward to the appearing before you and the Board on Monday, December 18, 2017 to present this request.

Very truly yours,



David J. Himmelberger

10. Review Executive Directors Ethics Disclosure

Prior to joining the Town of Wellesley I was serving as a member of MIIA's Health Benefits Trust Board of Directors. I had been elected to the Board, as Upton was a member who purchased their health insurance from the trust. When I joined Wellesley who was not a member of the health benefits trust, I left that position, but was subsequently elected to two MIIA boards, the Property and Casualty Group, as well as the MIIA Board. I was eligible to serve on these because the Town of Wellesley purchases its property and other lines of insurance from MIIA. Town Counsel advises that it would be appropriate for me to file the enclosed disclosure with the Board about this role that I am in, and for the Board to take action if it agrees, to approve it. Essentially this means that the Board agrees that I have disclosed this role and that they deem I have no ethical issues with serving on both the Board and my role as Executive Director. Town Counsel also recommends that I put on file with the Board another disclosure in which I have indicated that I believe I have no conflict between my role in making decisions for the Town about its insurance needs and my role in participating on a board to set policy for MIIA on those two boards. That document is included in the correspondence section of your agenda packet.

MOVE that the Board vote to determine that the financial interest of the Executive Director in her role serving on the MIIA Board of Directors is not so substantial as to be deemed likely to affect the integrity of the services which the Town of Wellesley expects.

**DISCLOSURE BY NON-ELECTED MUNICIPAL EMPLOYEE OF FINANCIAL INTEREST
AND DETERMINATION BY APPOINTING AUTHORITY
AS REQUIRED BY G. L. c. 268A, § 19**

	MUNICIPAL EMPLOYEE INFORMATION
Name:	Blythe C. Robinson
Title or Position:	Executive Director of General Government Services for the Town of Wellesley
Municipal Agency:	Town of Wellesley, Massachusetts
Agency Address:	Wellesley Town Hall 525 Washington Street Wellesley, MA 02482
Office Phone:	(781) 431-1019, ext. 2201
Office E-mail:	brobinson@wellesleyma.gov
	My duties require me to participate in a particular matter, and I may not participate because of a financial interest that I am disclosing here. I request a determination from my appointing authority about how I should proceed.
	PARTICULAR MATTER
Particular matter E.g., a judicial or other proceeding, application, submission, request for a ruling or other determination, contract, claim, controversy, charge, accusation, arrest, decision, determination, or finding.	Please describe the particular matter. In my role as the Executive Director, I will assist the Town in procuring a property and casualty insurance policy issued by the Massachusetts Interlocal Insurance Association (MIIA) and settlement of claims made thereunder. I will also help the Town by negotiating or filing a claim under the Town's policy.
Your required participation in the particular matter: E.g., approval, disapproval, decision, recommendation, rendering advice, investigation, other.	Please describe the task you are required to perform with respect to the particular matter. In my role as a municipal employee, I will either make a decision or provide a recommendation to the Board of Selectmen with respect to the procurement of a property or liability insurance policy issue, including those issued by MIIA. I will also make a decision or recommendation related to claims submitted to MIIA.
	FINANCIAL INTEREST IN THE PARTICULAR MATTER
Write an X by all that apply.	<input type="checkbox"/> I have a financial interest in the matter. <input type="checkbox"/> My immediate family member has a financial interest in the matter. <input type="checkbox"/> My business partner has a financial interest in the matter. <input checked="" type="checkbox"/> I am an officer, director, trustee, partner or employee of a business organization, and the business organization has a financial interest in the matter.

	<p>___ I am negotiating or have made an arrangement concerning future employment with a person or organization, and the person or organization has a financial interest in the matter.</p>
Financial interest in the matter	<p>Please explain the financial interest and include a dollar amount if you know it.</p> <p>I serve, without compensation, on the Board of Directors of MIIA, Inc. and the Board of Directors of MIIA's Property and Liability Group. As a Board Member on the Board of Directors of MIIA, Inc. and as a Board Member of the Board of Directors of MIIA's Property and Liability Group, I provide policy guidance to the MIIA staff on various topics as well as approve the annual budget, quarterly investment reports, approve claim settlements where necessary, approve rate increase thresholds for the member communities, and set targets for surplus/reserve funds for the respective lines of business to ensure their financial viability. I also provide insight and guidance into programs that we, as the Board of Directors of MIIA, Inc. and MIIA's Property and Liability Group, believe would help lower risk to the municipalities or improve their ability to avoid risk. Both of the boards meet quarterly.</p> <p>As stated above, there is no compensation for serving on the Board. However, I am reimbursed for hotel accommodation to attend two of MIIA's in state meetings as well as for meals related to those events.</p> <p>While MIIA has a financial interest in decisions and recommendations I make as it relates to the Town of Wellesley's procurement of a policy or policies from MIIA, I personally have no financial interest and can act in an unbiased manner in my role as a municipal employee.</p>
Employee signature:	
Date:	

DETERMINATION BY APPOINTING OFFICIAL

APPOINTING AUTHORITY INFORMATION	
Name of Appointing Authority:	
Title or Position:	
Agency/Department:	
Agency Address:	
Office Phone:	
Office E-mail	
DETERMINATION	
Determination by	As appointing official, as required by G.L. c. 268A, § 19, I have reviewed the particular matter and

appointing authority:	the financial interest identified above by a municipal employee. I have determined that the financial interest is not so substantial as to be deemed likely to affect the integrity of the services which the municipality may expect from the employee.
Appointing Authority signature:	
Date:	
Comment:	

Attach additional pages if necessary.

The appointing authority shall keep this Disclosure and Determination as a public record.

Form revised February, 2012

11. New Business & Correspondence

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

- ❖ Letter from Ms. Kettendorf re Veterans Services & Response
- ❖ Disclosure of an appearance of a conflict of interest – Executive Director
- ❖ Letter from Planning Board RE: Alternative Actions to Support Development of Affordable Housing and Diverse Housing Types
- ❖ MSBA 2017 SOI Status

Blythe Robinson
Executive Director
Town of Wellesley
Town Hall
Wellesley MA 02482

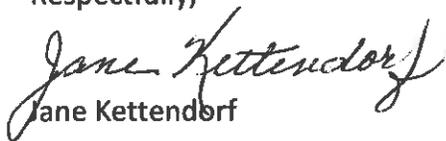
November 27, 2017

Dear Ms. Robinson,

What happened to the Veteran's Day ceremony? The festivities, such as they were, were a disgrace to veterans. The ceremony appeared to be thrown together with little thought to the solemn occasion it represented. Where you there? Did you not notice the omission of the reading of "Flander's Field"? This poem is read at every Veteran's Day ceremony around the world. Not in Wellesley this year! Why do we not have a local veteran assigned to ceremonies and burials as in the past? Was it your decision to eliminate the position? When I go to the Town Hall the door to the Veteran's office is always closed. Where does one go for answers?

After the short ceremony I was approached by many questioning the ceremony. To say the least all were upset. Perhaps you read a letter to the editor in the Hometown Weekly, stating the writer felt our veterans had been forgotten and disrespected. Perhaps you agreed with this observation, I hope so. I look forward to some changes for the better, our veterans and their families deserve positive recognition, after all, they gave us the freedom to live in safety in this wonderful country.

Respectfully,


Jane Kettendorf

TOWN OF WELLESLEY



MASSACHUSETTS

BOARD OF SELECTMEN

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

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

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BLYTHE C. ROBINSON
EXECUTIVE DIRECTOR OF GENERAL GOVERNMENT

December 11, 2017

Ms. Jane Kettendorf
605 Washington Street
Wellesley, MA 02482

Dear Ms. Kettendorf,

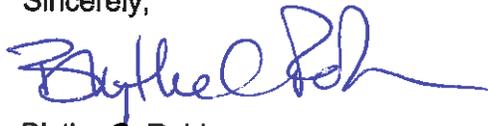
Thank you for your letter sharing your concerns about the Veterans Day Ceremony and the management of the department overall. I appreciate the chance to give you some insight into this, as well as make improvements for the future.

Perhaps you are not aware that we are part of a four town Veterans District (Wellesley, Needham, Weston & Wayland). It became apparent over the last two years that despite our dedication to Veterans, the caseload and assistance we provide did not substantiate having two full-time staff as well as a part-time support person. Thus we did make the decision collectively to eliminate the position held by Mr. Spear in late June. The Director spends her week going to each of the Towns, but she is typically in Wellesley on Fridays, and is always reachable by cell phone to make appointments convenient for residents.

We have received both positive and negative feedback about the ceremony held on Veteran's Day. It is clear that we could have done a better job reaching out to those who have been involved in the past to plan it and we did not. Having been to many Veterans and Memorial Day celebrations I understand that Veteran's Day is to celebrate living veterans, thus the reading of "In Flanders Field" is typically done in May. Regardless, it would have been better to have more consensus on what would be done. We are planning to have a meeting with some of our veterans to discuss these ceremonies and any other topics of concern they have so we can chart a path forward that is best for all. There may have been services and tasks that Mr. Spear provided that we did not fully realize, and we want to make sure we learn from this and support our Veterans.

Thank you again for bringing this to my attention and giving me the opportunity to respond to you and take action.

Sincerely,

A handwritten signature in blue ink, appearing to read "Blythe C. Robinson". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Blythe C. Robinson
Executive Director

Cc: Board of Selectmen
West Suburban Veterans District Members

**DISCLOSURE OF APPEARANCE OF CONFLICT OF INTEREST
AS REQUIRED BY G. L. c. 268A, § 23(b)(3)**

	PUBLIC EMPLOYEE INFORMATION
Name of public employee:	Blythe C. Robinson
Title or Position:	Executive Director of General Government Services for the Town of Wellesley
Agency/Department:	Town of Wellesley, Massachusetts
Agency address:	Wellesley Town Hall 525 Washington Street Wellesley, MA 02482
Office Phone:	(781) 431-1019, ext. 2201
Office E-mail:	brobinson@wellesleyma.gov
	<p>In my capacity as a state, county or municipal employee, I am expected to take certain actions in the performance of my official duties. Under the circumstances, a reasonable person could conclude that a person or organization could unduly enjoy my favor or improperly influence me when I perform my official duties, or that I am likely to act or fail to act as a result of kinship, rank, position or undue influence of a party or person.</p> <p>I am filing this disclosure to disclose the facts about this relationship or affiliation and to dispel the appearance of a conflict of interest.</p>
	APPEARANCE OF FAVORITISM OR INFLUENCE
Describe the issue that is coming before you for action or decision.	As Executive Director of the Town of Wellesley I am responsible for making decisions and recommendations related to the procurement of insurance policies from Massachusetts Interlocal Insurance Association (MIIA) on behalf of the Town. I may also file or negotiate a claim on the Town's behalf.
What responsibility do you have for taking action or making a decision?	As Executive Director of the Town of Wellesley, I serve as the Chief Operating Officer and Chief Financial Officer of the Town and perform all duties as assigned by the Board of Selectmen and as required by Section 19.31 of the Town of Wellesley's General Bylaws.
Explain your relationship or affiliation to the person or organization.	<p>I serve as both Executive Director of the Town of Wellesley as well as a Board Member on the Board of Directors of MIIA, Inc. and MIIA's Property and Liability Group.</p> <p>In my capacity as a Board Member of both the Board of Directors of MIIA, Inc. and MIIA's Property and Liability Group, I provide policy guidance to the MIIA staff on various topics as well as approve the annual budget, quarterly investment reports, approve claim settlements where necessary, approve rate increase thresholds for the member communities, and set targets for surplus/reserve funds for the respective lines of business to ensure their financial viability. I also provide insight and guidance into programs that we, as the Board of Directors of MIIA, Inc. and MIIA's Property and Liability Group, believe would help lower risk to the municipalities or improve their ability to avoid risk.</p>
How do your official actions or decision	In my capacity as Executive Director of the Town of Wellesley, I am responsible for making decisions and recommendations related to the procurement of property and

matter to the person or organization?	liability insurance coverage from MIIA. My recommendations about insurance coverage through MIIA are not the final word on the decision to procure a policy, but the Board of Selectmen considers my input and ultimately decides how to act on insurance matters.
Optional: Additional facts – e.g., why there is a low risk of undue favoritism or improper influence.	<p>In my capacity as Executive Director there is no risk of undue favoritism or improper influence. Specifically, MIIA does not pay me for my services and the actions of the Town in selecting a policy with MIIA will not influence my position with MIIA.</p> <p>Furthermore, as a Board Member for MIIA I will recuse myself from any decisions that relate to the Town of Wellesley. I will not make any decisions on behalf of the Town of Wellesley that are based on any private or confidential information I became aware of through my service on the Boards of MIIA. I will not be biased in my decision making on behalf of the Town of Wellesley as a result of my membership on the Boards of MIIA because</p>
If you cannot confirm this statement, you should recuse yourself.	<p>WRITE AN X TO CONFIRM THE STATEMENT BELOW.</p> <p>X Taking into account the facts that I have disclosed above, I feel that I can perform my official duties objectively and fairly.</p>
Employee signature:	
Date:	

Attach additional pages if necessary.

Not elected to your public position – file with your appointing authority.

Elected state or county employees – file with the State Ethics Commission.

Members of the General Court – file with the House or Senate clerk or the State Ethics Commission.

Elected municipal employee – file with the City Clerk or Town Clerk.

Elected regional school committee member – file with the clerk or secretary of the committee.

L. Deborah Carpenter, Chair
 Catherine Johnson, Vice Chair
 Harriet Warshaw, Secretary
 James Roberti
 Kathleen Woodward, Associate Member



Town Hall, 525 Washington Street
 Wellesley, MA 02482
 Tel. (781) 431-1019 ext. 2232, 2234, 2238
 Fax (781) 237-6495

Michael Zehner, AICP
 Planning Director

December 13, 2017

Ellen Gibbs, Chair
 Board of Selectmen
 Town of Wellesley
 525 Washington Street
 Wellesley, Massachusetts 02481

Re: Alternative Actions and Options to Support Development of Affordable Housing and Diverse Housing Types

Dear Mrs. Gibbs,

I am writing to you and the Board of Selectmen on behalf of the Planning Board with regard to our shared efforts to support the creation of additional affordable housing opportunities within the Town of Wellesley. While the Town is moving forward with the development of a Housing Production Plan, the Board has also been exploring the possibility that other more immediate steps may be taken to support the development of affordable housing and diverse housing types within the Town. To that end, the Planning Department staff and the Board looked to the objectives established in the *2007 Comprehensive Plan* and recommends that consideration be given to more immediate action on the following tasks; the Board is of the opinion that these actions can be taken in collaboration with development of the Housing Production Plan and will not conflict with that effort.

1. Start a dialogue with the Wellesley Housing Authority to encourage an inventory and assessment of the Authority's properties and discuss long-term goals and plans for the Authority's residents and properties.
2. Explore joining a regional HOME consortium; the HOME Program is a federally funded program that provides funding to non-profit or for-profit developers for affordable rental housing production and rehabilitation. Perhaps the most relevant consortium would be the WestMetro HOME Consortium, administered through the City of Newton:

"Since 1992, the City of Newton has received over \$5 million from the U.S. Department of Housing and Urban Development's HOME Program through the WestMetro HOME Consortium for the development of affordable housing in Newton. Because Newton is not individually eligible to participate in the HOME Program, in 1991, the City spearheaded an effort to form a consortium under the newly enacted Program. Brookline, Waltham and Watertown joined Newton in this effort. Since that time, the Consortium, through Newton as the lead member, has received and distributed over \$35 million in HOME funds to its members. The Consortium has provided grants and loans of HOME funds to for-and non-profit developers and

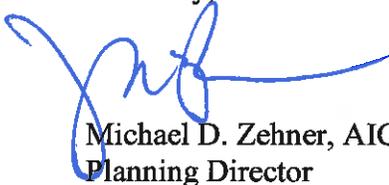
directly to low-income households to create over 550 units of affordable housing. The developers have used these HOME funds to leverage over \$12.5 million in other funds to produce this housing.”

3. Support the development of properties specifically acquired or held by the Town for the purpose of developing affordable housing, such as the property at 10 Boulevard Road. The option and intent to develop this property for housing units has been available for several years. Development of this property, and any similar properties, should be prioritized.
4. Explore and support the possibility of establishing SHI-eligible units in existing multi-unit developments, such as 978 Worcester Street, the Taylor Block, and Linden Square Townhomes, to name a few. This would not necessarily involve the creation of new units, but rather the conversion of existing market rate units into affordable units.

The Selectmen’s consideration of these suggestions is greatly appreciated and the Board encourages and supports a collaborative approach in addressing these items. Further, the Board also believes that it is essential to our success that authority and accountability for accomplishing these and related tasks be established within the Town’s organization. Staff of the Planning Department and members of the Board are available to assist as necessary and appropriate.

Thank you for your attention to this matter. Should you have any questions, please do not hesitate to contact me to discuss further.

Sincerely,



Michael D. Zehner, AICP
Planning Director

cc: File Copy, Wellesley Housing Development Corporation

Massachusetts School Building Authority

Deborah B. Goldberg
Chairman, State Treasurer

James A. MacDonald
Chief Executive Officer

John K. McCarthy
Executive Director / Deputy CEO

December 11, 2017

Ms. Ellen F. Gibbs, Chair
Wellesley Board of Selectmen
Wellesley Town Hall, Selectmen's Office
525 Washington Street, Third Floor
Wellesley, MA 02482

Re: Wellesley 2017 SOI Status

Dear Ms. Gibbs:

The Massachusetts School Building Authority (the "MSBA") would like to thank the Town of Wellesley (the "District") for expressing an interest in the MSBA's program for school building construction, renovation, and repair grants through the 2017 Statement of Interest (the "SOI") process.

Overall, the MSBA received 83 SOIs from 59 different school districts for consideration in 2017. In reviewing SOIs, the MSBA identifies the school facilities that have the greatest and most urgent need based on an assessment of the entire cohort of SOIs that are received for consideration each year.

Through the MSBA's due diligence process and review of the 83 SOIs that were received for consideration in 2017, the MSBA has determined that the John D. Hardy Elementary School and the Hunnewell Elementary School SOIs will not be invited into the MSBA's Eligibility Period at this time.

If the District would like these schools to be considered for future collaboration with the MSBA, the District should file an SOI in an upcoming year. The MSBA will begin accepting SOIs for consideration in 2018 starting on Friday January 5, 2018. Please see the detailed information below regarding the process as well as on the MSBA's website. If the District is planning to submit an SOI in 2018, consider notifying local governing boards of your intentions, as local governing bodies will have to vote to approve submission of an SOI prior to the following closing dates:

- The SOI closing date for Districts submitting under the Accelerated Repair Program, which is primarily for the repair and/or replacement of windows, roofs, and/or boilers in an otherwise structurally sound facility, will be Friday February 16, 2018.

Page 2

December 11, 2017

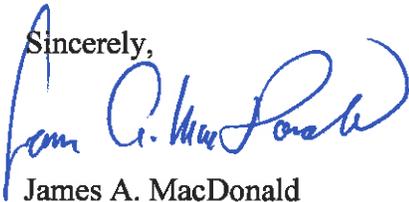
Wellesley 2017 Statement of Interest Status Letter

- The SOI closing date for Districts submitting under the Core Program, which is primarily for projects beyond the scope of Accelerated Repair, including extensive repairs, renovations, addition/renovations, and new school construction will be Friday April 13, 2018.

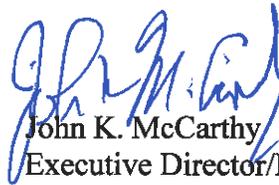
The MSBA remains committed to collaborating and partnering with the Town of Wellesley to better understand school facility issues within the District, and will be sending more detailed information regarding the 2018 SOI process in the coming weeks.

Please feel free to contact Diane Sullivan, Director of Program Management at (617) 720-4466 should you have any questions.

Sincerely,



James A. MacDonald
Chief Executive Office



John K. McCarthy
Executive Director/Deputy CEO

Cc: Legislative Delegation
Blythe C. Robinson, Wellesley Executive Director
Michael D'Ortenzio, Jr., Chair, Wellesley School Committee
Dr. David F. Lussier, Superintendent, Wellesley Public Schools