

TOWN OF WELLESLEY



MASSACHUSETTS

## BOARD OF SELECTMEN

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

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[WWW.WELLESLEYMA.GOV](http://WWW.WELLESLEYMA.GOV)  
 BLYTHE C. ROBINSON  
 EXECUTIVE DIRECTOR OF GENERAL GOVERNMENT

### SELECTMEN'S MEETING

#### *TENTATIVE AGENDA*

Wellesley Town Hall – Juliani Room  
**7:00 P.M. Monday, January 29, 2018**

1. 7:00 Citizen Speak
2. 7:05 Appointment of Firefighters
3. 7:15 Meeting with Community Preservation Committee & Housing Authority to discuss applicable Annual Town Meeting Articles
4. 7:45 Discuss Proposed Middle School Feasibility Study
5. 8:00 Discuss Proposed ATM Article - Outdoor Lighting Bylaw
6. 8:15 Discuss & Execute Annual Town Meeting Warrant
7. 8:45 Executive Director's Update
  - Approval of Minutes
8. 8:50 Discuss Adoption of Massachusetts G.L. c.32B, §21-22
9. 9:00 New Business and Correspondence

Next Meeting Dates: Tuesday, February 6, 2018 7:00 pm  
 Monday, February 12, 2018 7:00 pm



## **MOTIONS- JANUARY 29, 2018**

2. **MOVE** to appoint Christopher Lindsey effective January 29, 2018 and Christopher Blessing effective January 30, 2018 to the position of Firefighter with the Town of Wellesley.
3. **MOVE** to support the proposed Community Preservation Warrant Articles for the Annual Town Meeting.
4. **MOVE** to support a warrant article for the Middle School Feasibility Study project.
6. **MOVE** to execute the warrant for the 2018 annual town meeting.
7. **MOVE** to approve the minutes of the December 11, 2017 meeting.
8. **MOVE** to adopt Massachusetts G.L. c.32B, §21-22



1/26/2018

Black regular agenda items

**Board of Selectmen Calendar – FY17**

<b>Date</b>	<b>Selectmen Meeting Items</b>	<b>Other Meeting Items</b>
2/6 <i>Tuesday</i>	<b>Meeting</b> Joint Meeting with School Committee - HHU Discuss the cash capital & inside levy debt Discuss/Approve Debt Policy Review Draft RFP for Tailby/Railroad Lot	<b>Planning Board – Public Zoning Hearing</b>
2/12 <i>Monday</i>	<b>Meeting</b> Mtg with DPW - Grove St & Snow/Ice budget Discuss Complete Streets Policy	
2/19 <i>Monday</i>	<b>Town Hall Closed – President’s Day</b>	
2/20 <i>Tuesday</i>	<b>Meeting</b>	
2/26 <i>Monday</i>	<b>Meeting</b> Police Appointments for Sergeant and Lieutenant Positions Investment Policy Health Insurance Budget 2019 Budget Update OPEB Legislation Update	
3/5 <i>Monday</i>	<b>Wellesley Club- Town Affairs Night</b>	
3/6 <i>Tuesday</i>		<b>Tuesday 3/6- Town Election</b>
3/12 <i>Monday</i>	<b>Meeting</b>	
3/19 <i>Monday</i>	<b>Meeting</b>	
3/26 <i>Monday</i>	<b>ATM Starts</b>	
3/27 <i>Tuesday</i>	<b>ATM</b>	
4/2 <i>Monday</i>	<b>ATM</b>	
4/3 <i>Tuesday</i>	<b>ATM</b>	
4/9 <i>Monday</i>	<b>ATM</b>	
4/10 <i>Tuesday</i>	<b>ATM</b>	
4/16 <i>Monday</i>	<b>TOWN HALL CLOSED (Patriots Day)</b>	
4/23 <i>Monday</i>	<b>ATM (If Needed)</b>	
4/24 <i>Tuesday</i>	<b>ATM (If Needed)</b>	
4/30 <i>Monday</i>	<b>ATM (If Needed)</b>	
5/7	<b>Meeting</b>	

1/26/2018

Black regular agenda items

<i><b>Date</b></i>	<i><b>Selectmen Meeting Items</b></i>	<i><b>Other Meeting Items</b></i>
<i>Monday</i>		
<i>5/14 Monday</i>	<b>Meeting</b>	
<i>5/21 Monday</i>	<b>Meeting</b>	
<i>5/28 Monday</i>	<b>TOWN HALL CLOSED (Memorial Day)</b>	
<i>6/4 Monday</i>	<b>Meeting</b>	
<i>6/11 Monday</i>	<b>Meeting</b>	
<i>6/18 Monday</i>	<b>Meeting</b>	
<i>6/25 Monday</i>	<b>Meeting</b>	

**Notes**

*Quarterly updates*

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

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BLYTHE C. ROBINSON  
EXECUTIVE DIRECTOR OF GENERAL GOVERNMENT

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

**1. Citizen Speak**



## 2. Appointment of Firefighters

As you know, there have been several retirements from the Fire Department this year that have resulted in vacancies to be filled. The Chief has been working closely with Human Resources in the last few months to conduct a hiring process that has resulted in his attached recommendation that the Board appoint Christopher Lindsey and Christopher Blessing to the positions of Firefighter with the Wellesley Fire Department. I would note that it is important to move forward on these appointments so that we can schedule these new recruits to attend the fire academy. The academy will not allow us to apply for open slots until an appointment is made by each community.

**MOVE** to appoint Christopher Lindsey effective January 29, 2018 and Christopher Blessing effective January 30, 2018 to the position of Firefighter with the Town of Wellesley.





## TOWN OF WELLESLEY

457 WORCESTER ST.  
WELLESLEY, MA 02481  
Telephone 781-235-1300

## FIRE DEPARTMENT

RICHARD A. DELORIE  
FIRE CHIEF  
Fax 781-237-3161

### Memorandum

To: Board of Fire Engineers/Selectmen  
From: Chief Richard A. DeLorie  
Date: January 4, 2018  
RE: Firefighter Appointments

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A selection committee comprised of myself, Union President Michael Leach, Assistant Chief Jeff Peterson and Cheryl Daebritz from Human Resources reviewed applications, backgrounds and credentials of potential candidates for the position of firefighter. The two candidates were selected by the committee and have been recommended by the Fire Chief; Christopher Lindsey and Christopher Blessing.

It is my request that the Board of Fire Engineers vote to reaffirm the committee's selection and offer permanent appointment to candidates; Christopher Lindsey effective January 29, 2018 and Christopher Blessing effective January 30, 2018. The actual report for duty date will be determined by the Fire Chief and their probationary period will conclude 1 year from the date of graduating from a fire academy. A brief biography of each candidate appears below.

#### Christopher Lindsey

- Wellesley High School Graduate, 2003
- UMASS Amherst, B.A. Hospitality, 2007
- Spanish language skills
- Panera Bread Cares Boston, charity kitchen manager, 2007-17
- Massachusetts E.M.T. License (emergency medical technician) 2017

**Christopher Blessing**

- Blackstone Valley Technical High School, Diploma, 2008
- Johnson and Wales College 2008-2010
- Quinsigamond Community College, Fire Science A.S. Degree 2010- Present
- Town of Grafton, Call Firefighter 2010- present
- Town of Wellesley DPW, Highway 2015-present
- Massachusetts E.M.T. License (emergency medical technician) 2017

I believe both of these candidates exceed the established criteria Wellesley Fire & Rescue has for firefighter recruits. All the candidates have passed pre-employment physicals and passed the required Massachusetts Physical Abilities test (PAT) for firefighters. The appointments to the fire department are contingent upon graduation from a firefighting Academy determined by the Fire Chief, followed by a one-year probationary period upon graduation. If any member of the Board of Fire Engineers has any questions regarding these candidates or the hiring process, please do not hesitate to contact me.

Cc: Blythe Robinson - General Government, Director  
Scott Szczebak, Wellesley Human Resources Director

**3. Meeting with Community Preservation Committee & Housing Authority to discuss applicable Annual Town Meeting Articles**

At the request of the Board, the Chairs of the CPC (Barbara McMahon) and Housing Authority (Maura Renzella) will be at the meeting to discuss with the Board the projects being brought to Town Meeting with funding from the CPC. In particular, Maura Renzella would like to review with the Board one of these projects which is to conduct a feasibility study to renovate the Barton Road property and possibly increase and improve the number of housing units.

Should the Board be inclined to support the CPC projects as presented, a motion has been prepared for your consideration.

**MOVE** to support the proposed Community Preservation Warrant Articles for the Annual Town Meeting.



# WELLESLEY HOUSING AUTHORITY

CPC Presentation

January 10, 2018

## MISSION STATEMENT

The Wellesley Housing Authority (WHA) mission is to provide clean, safe and well-maintained affordable housing for low-income elderly, disabled adults and families in which to live and raise their families, while respecting their rights and privacy. WHA is committed to fair and non-discriminatory practices throughout all of its housing programs and activities.

THE WELLESLEY HOUSING AUTHORITY (WHA) IS A STATE FUNDED PUBLIC HOUSING AUTHORITY LOCATED IN THE TOWN OF WELLESLEY, MASSACHUSETTS.

01/26/18

THE WHA'S PROPERTY PORTFOLIO CONSISTS OF: FOUR STATE- FUNDED ELDERLY PROPERTIES; TWO STATE-FUNDED FAMILY PROPERTIES; ONE STATE SUBSIDIZED RENTAL VOUCHER; AND ELEVEN FEDERAL SECTION 8 RENTAL VOUCHERS.

THE WHA OWNS OR MANAGES A TOTAL OF 246 RENTAL UNITS OR HOUSING OPPORTUNITIES.

### **Family Properties:**

- Barton Road consists of 88 units- 40 two-bedroom units, 48 three-bedroom units and a community room
- Waldo Court also known as Linden Street consists of 12 two-bedroom units.

### **Elderly/Disabled Adult Properties:**

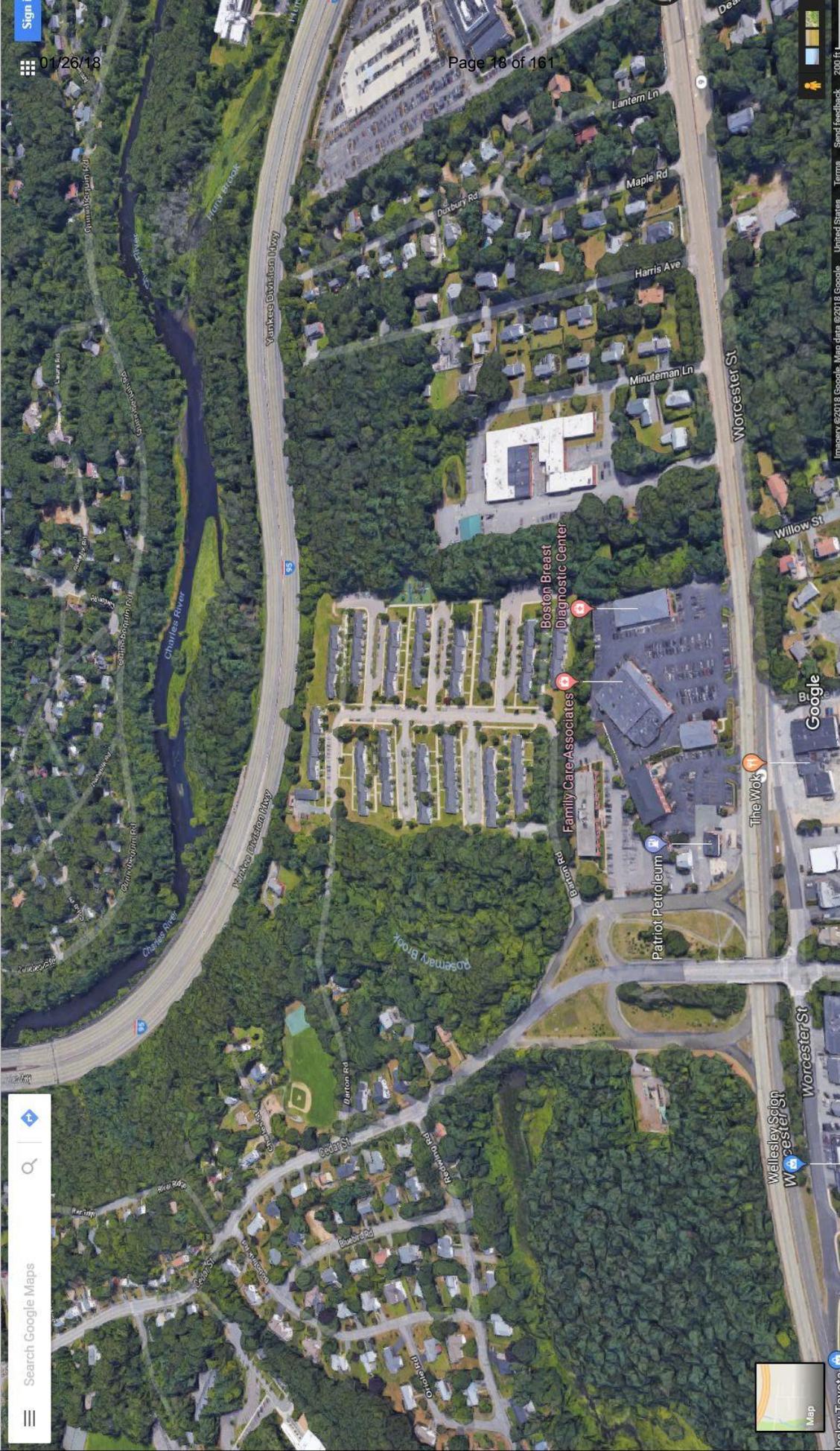
- Washington Street consists of 40 One-Bedroom Studios and shares a community room with Morton Circle.
- Morton Circle consists of 36 One Bedroom Studios and shares a community room with Washington Street.
- Weston Road consists of 32 one-bedroom units and a community room.
- River Street consists of 26 one-bedroom units and a community room

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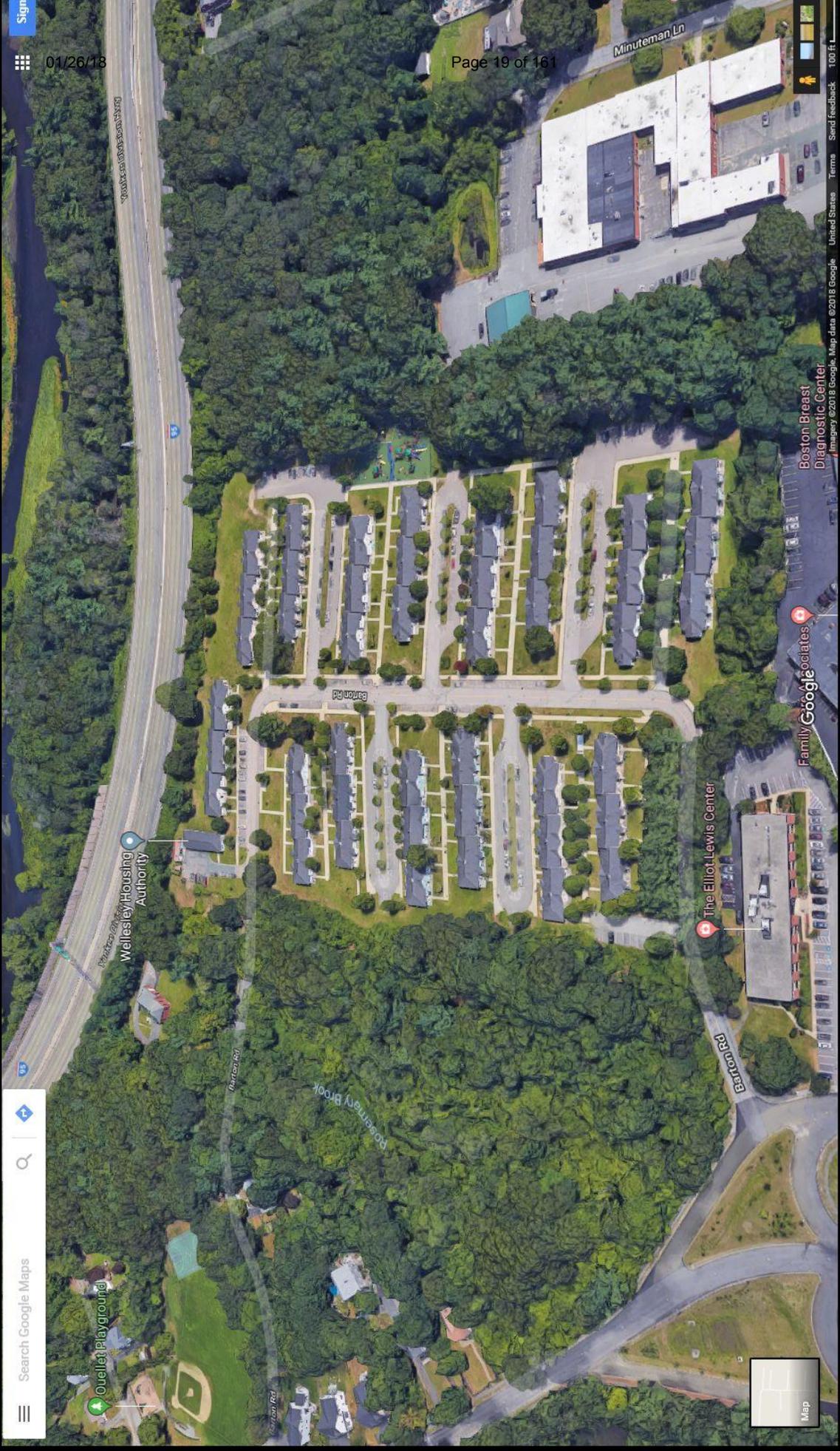
Wellesley St  
Worcester St



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# BARTON ROAD



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Minuteman Ln

Wellesley Housing Authority

Barton Rd

The Elliot Lewis Center

Boston Breast Diagnostic Center

Family Google associates

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# WALDO COURT



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Linden St

# MORTON CIRCLE AND WASHINGTON STREET



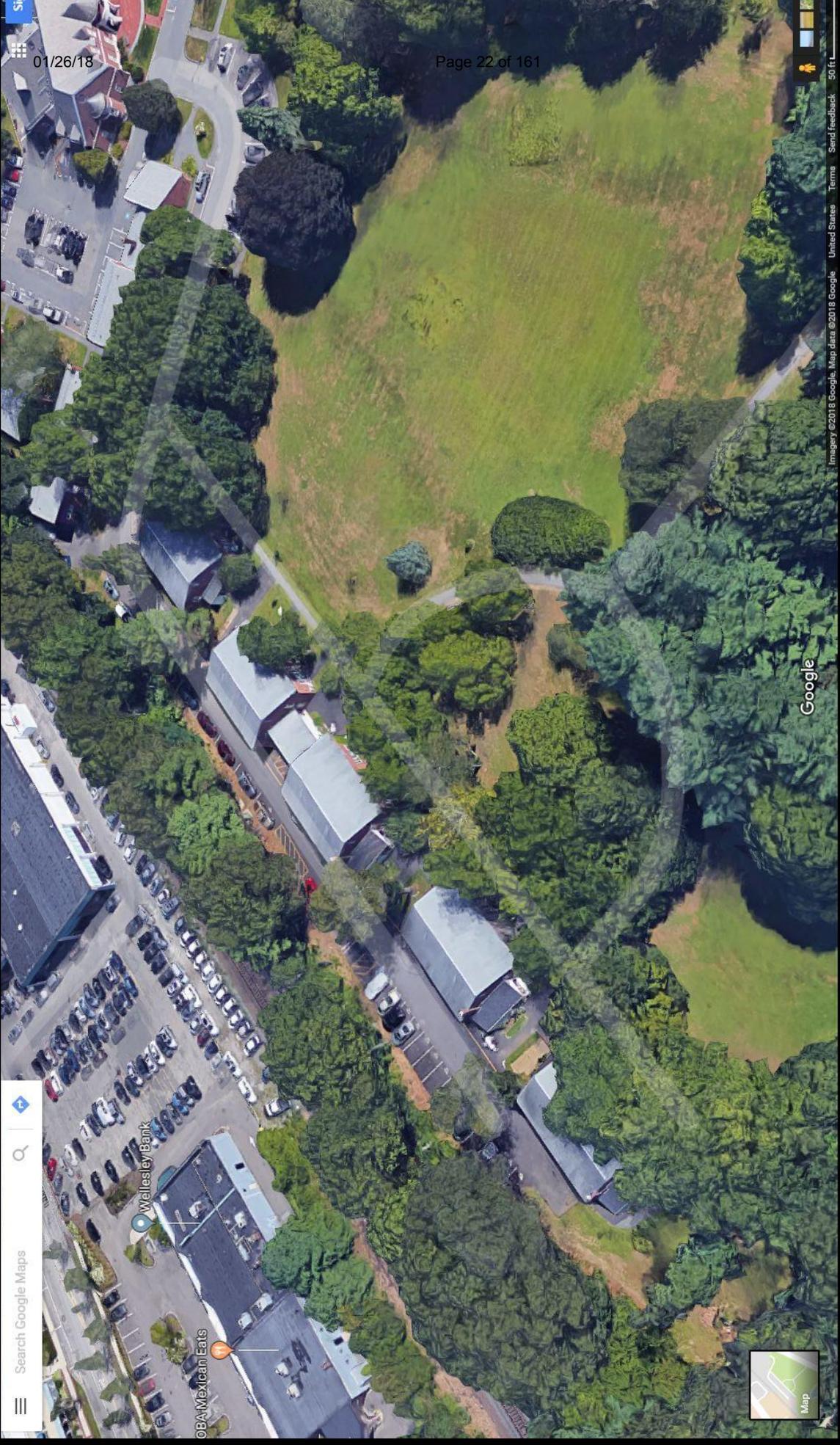
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# WASHINGTON STREET



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# MORTON CIRCLE



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# WESTON ROAD



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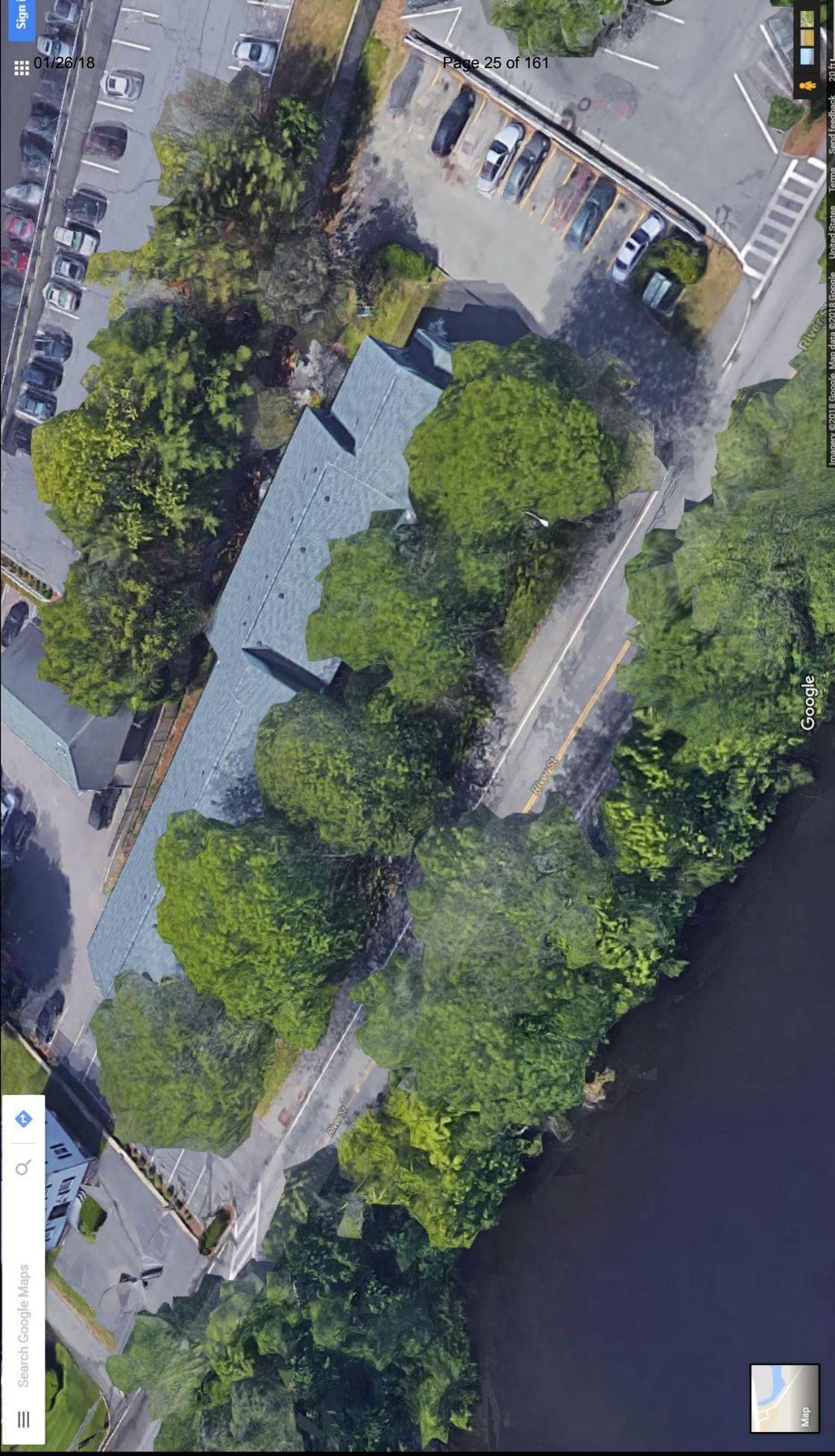
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# RIVER STREET



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Wellesley Housing Authority is requesting CPC funds to assess and explore a potential redevelopment and modernization opportunity at two of Wellesley Housing Authority sites located at Washington St./Morton Circle disabled adult and senior housing units) and Barton Road (88 family housing units).

In order to begin the exploration process Wellesley Housing Authority needs to conduct the following for Washington St./Morton Circle and Barton Road

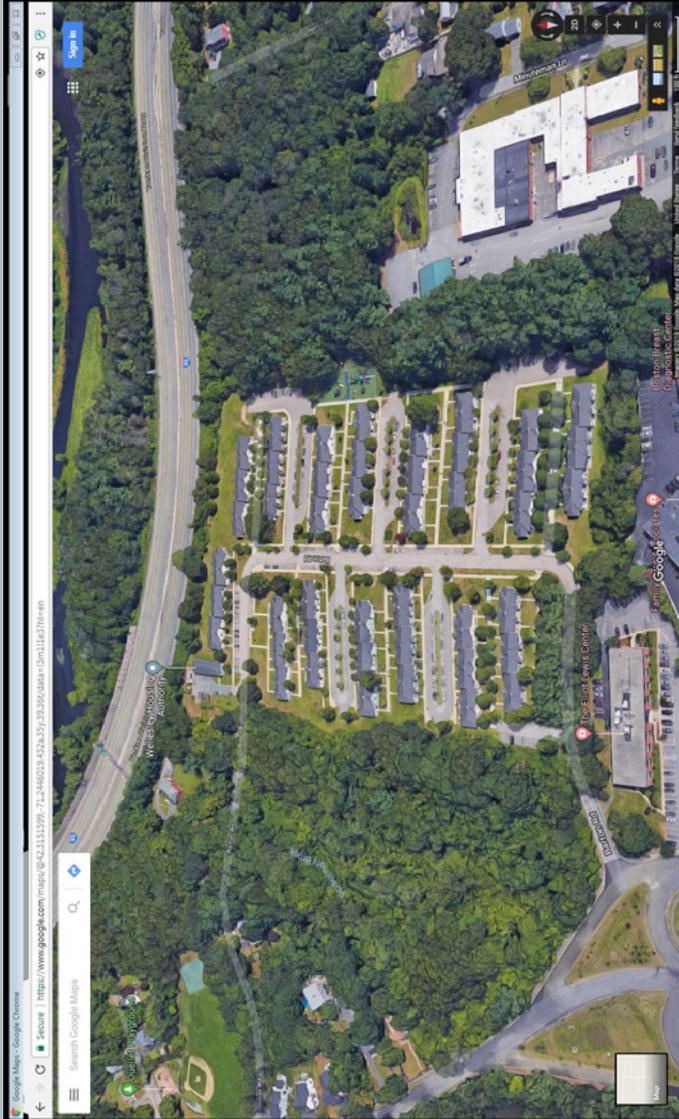
- a Title search for all properties;

The following are for the Barton Road and Washington Street and Morton Circle properties only:

- a Site Survey with Wetlands flagging;
- a Phase 1 Environmental Survey;
- a Fiscal feasibility analysis;
- a Density/Engineering analysis.

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# MORTON CIRCLE AND WASHINGTON STREET



**Operating Subsidy Calculation "ANUEL"  
(Allowable Non-Utility Expense Level)**

Rev: 0 (Original)

Program No.: 400-1

LHA Name: Wellesley  
Fiscal Year Ending: 12/31/2017

Budgeted Amount	DHCD Modification
\$ 936000 (1)	\$ (1) (1)
\$ 853758 (2)	\$ (2) (2)
\$ 879371 (3)	\$ 879371 (3)

- (1) Revenue (Accounts 3110+3115+3190+3610+3690+3693 from Budget)
- (2) Non-Utility Cost (Prior Year Approved ANUEL)
- (3) Allowable Increase of 3% (ANUEL)
- (4) ANUEL with DHCD Approved Operating Costs Exemptions

Description	Amount	(5)	(6)	(7)
a. Retirees Group Ins (Frozen)	\$ 18888			
b. Increase in Ins (Frozen)	\$ 8562			
c. Management Reorg (Frozen)	\$ 73365			
d. Resident coord (Frozen)	\$ 34814			
e. rubbish and Bin maintenance	\$ 0			
f. Utilities	\$ 0			
(5) Utilities		\$ 493003 (5)		
(6) Operating Subsidy Prior to Approved Exemptions ((1)-(3)-(4)-(5)) (If Results are a Positive Number Use Zero)		\$ -572003 (6)	\$ -572003 (6)	
(7) Line (6) (If -0- Enter -0- or Convert Negative Amount To Be Positive)		\$ 572003 (7)	\$ 572003 (7)	

Description	Amount	(8)	(9)
a.	\$ 0		
b.	\$ 0		
c.	\$ 0		
d.	\$ 0		
e.	\$ 0		
f.	\$ 0		
(9) DHCD Operating Subsidy ((7)+(8)) (A/C 3801 of Budget)		\$ 572003 (9)	\$ 572003 (9)

- Please check and/or enclose the following items:
- BUDGET CERTIFICATION HAS BEEN MAILED TO DHCD
  - NON-UTILITY EXPENSE LEVEL AT 3% INCREASE
  - ACCOUNT 4410-RATES DO NOT EXCEED DLWD
  - CAPITAL AND OTHER EXPENSES REQUEST DOES NOT BRING RESERVES BELOW MINIMUM UNLESS REQUEST IS FOR HEALTH OR SAFETY ITEM(S)
  - EXPLANATION FOR PRIOR YEAR ADJUSTMENT PROVIDED, IF APPLICABLE

# CAPEN COURT, SOMERVILLE MA

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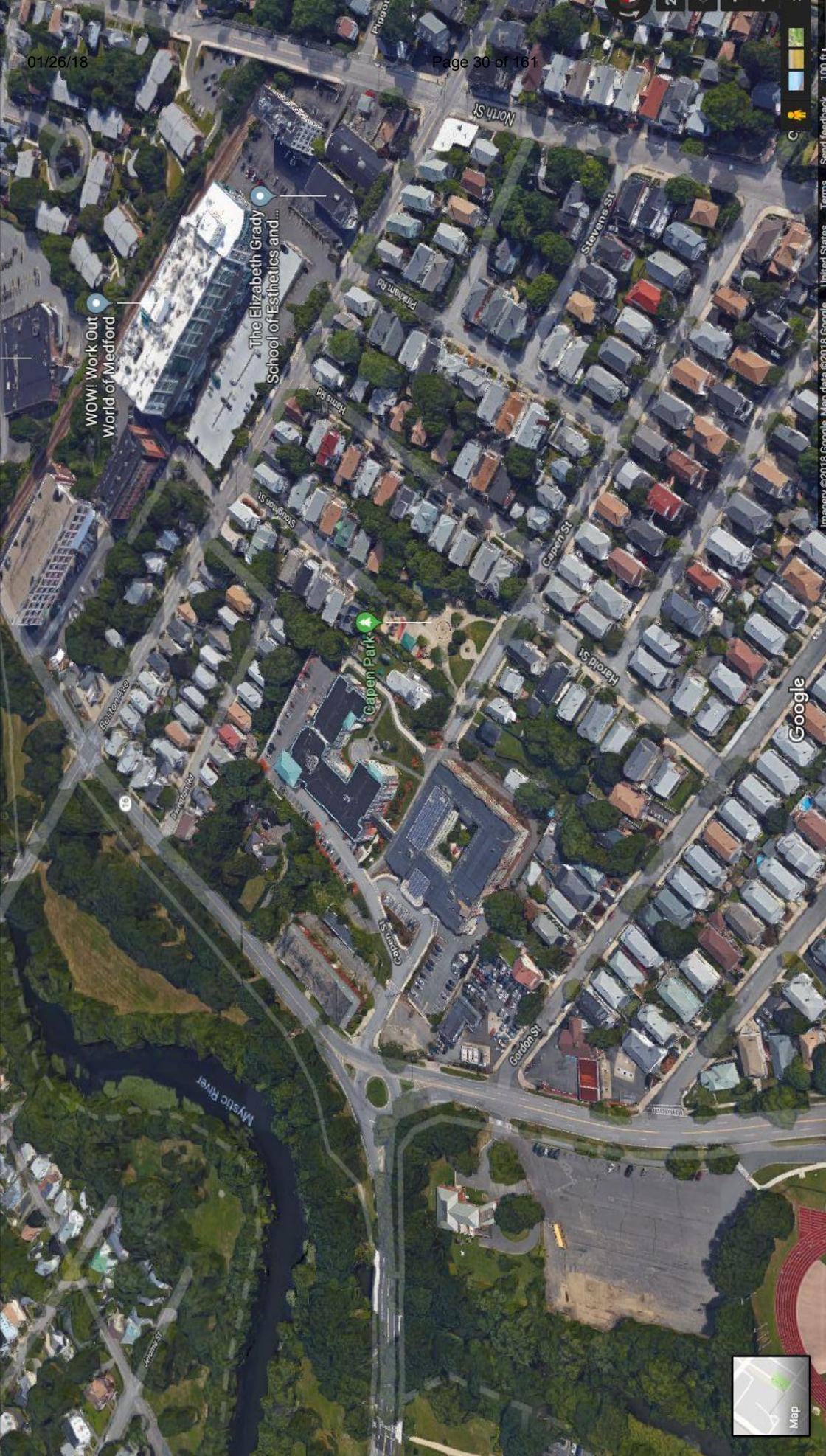
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# CAPEN COURT, SOMERVILLE MA

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Capen Court is a 95-unit state senior/young disabled environment located in West Somerville directly off Route 16.

Capen Court features one-bedroom apartments. This development offers parking, laundry facilities, and a large community room space which is available for resident use. All apartments include utilities, refrigerator, and stove.

Capen Court is located at One Capen Court, Somerville, at the rotary intersection of Alewife Brook Parkway (Route 16) and Mystic River Parkway.

MHP supported project.

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**THANK YOU!**

01/26/18  
"None of the work that they are seeking funding for would be addressed as part of the Housing Production Plan. The work that they are seeking funds for is essential to determining the viability of the properties for redevelopment; I would guess that no reputable developer/partner would engage in any discussions unless they had this information, it would certainly delay any project design if this information was not available. Essential to this is the same information that needed to be gathered for 900 Worcester Street for the Town to close and/or entice private developers.

I would say that them doing this work now would allow any redevelopment possibility, especially for Barton Road to hit the ground running sooner rather than later, which is almost essentially if we hope to control this 40B activity. Perhaps to think about this differently, would they be able to pay for this work without this grant? Doubtful. Can we expect that an interested developer would just pay for this cost? Maybe. But, we are competing with property owners and communities that are paying for these things to improve marketability and entice redevelopment."

~ Michael Zehner



#### **4. Discuss Proposed Middle School Feasibility Study**

Joe McDonough will be present at the meeting to review with the board the proposed project to conduct a feasibility study of four projects at the middle school. As you know, there are four projects that have been on the long-term capital plan to address which include:

- Façade repairs
- HVAC replacement in three locations
- Replacement of interior doors, and casework in a wing of the building
- Kitchen equipment replacement

The first three of these projects were originally planned to be done in the last major renovation of the building in 2007 but were removed. They were also studied by SMMA Architects in 2014 and it was noted that they still needed to be done, and FMD's capital plan includes them in the next five years. The intent of this project is to retain a firm to perform a more in depth feasibility study at an estimated cost of \$125,000. The outcome of the study will be a more thorough scope of work and cost estimates that the Town can use to determine how and when to perhaps bundle the projects together into one capital project. The presentation that Joe plans to make on Monday night is included in your packet for review.

**MOVE** to support a warrant article for the Middle School Feasibility Study project.



# *Wellesley Facilities Management Department (FMD)*



## ***Middle School Remaining Capital Projects & Study Request Getting to a 25-year School***

*Presentation to Selectmen*

*January 29, 2018*

# AGENDA

- Background
- MS Work Performed Since 2006
- MS Remaining Work
  - Piping Project
  - Paving Project
  - Replacement of Kitchen equipment
  - Other SMMA Study Projects
    - Limited Replacement of HVAC Systems
    - Limited Replacement of Interior Doors and Cabinetry
    - Exterior Façade Repairs
- Proposed MS Study: 2018 ATM Request (Article 16)
- Budgetary Cost Estimates
- Next Steps

<http://www.wellesleyma.gov/Archive.aspx?AMID=38>

# *BACKGROUND*

# Background

- Significant amount of work has been done since 2006-2008
- Six major capital projects identified by FMD as needed within next several years
- Completing this work should provide a “25-year school” (similar to Schofield/Fiske)
  - Potential New MS in 2043 (91 years old)?
- Study funds requested at 2018 ATM

# *MS WORK PERFORMED SINCE 2006*

# MS Capital Projects: 2006 to 2017

## Debt Funded Projects

• Major Building Renovation (FY07-09)	\$26,000,000 ( <i>\$38M orig.</i> )
• Classroom Renovation (FY12)	\$1,500,000
• Auditorium Seating (FY13)	\$365,000
• Donizetti Plaza (FY13)	\$350,000
• <u>Window Replacement</u>	<u>\$3,600,000</u>
Subtotal =	<b>\$31,815,000</b>

## Cash-Capital Projects

• Thirty (30) Projects (FY10-18)	\$1,486,000
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**Total Investment = \$33,301,000**

*On a square foot basis for this 228,000 school, the cost was about **\$146/sf***

# *MS REMAINING WORK*

# Remaining Work\*

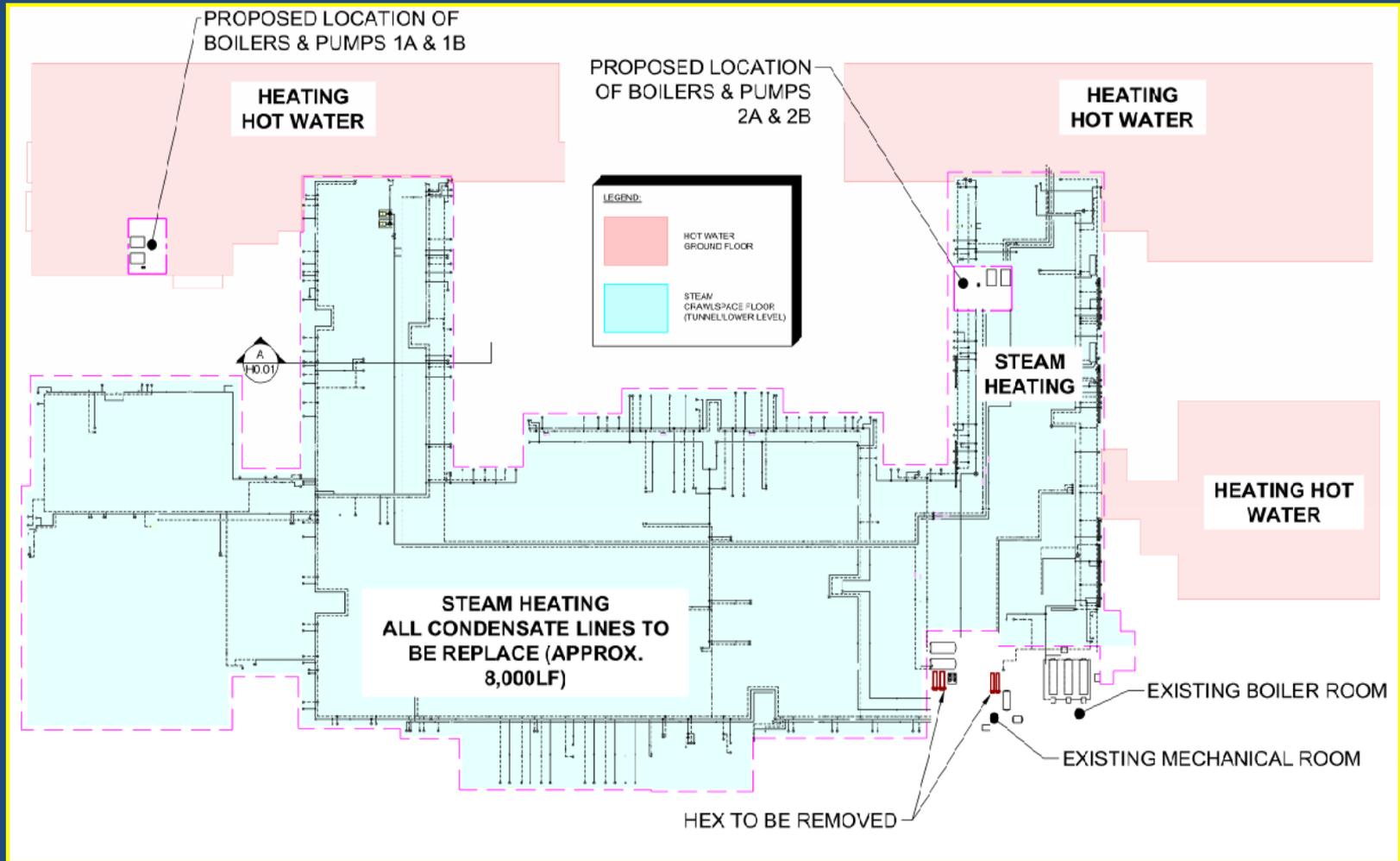
\*Cash-capital assumed for ordinary maintenance

- Piping Project
- Paving Project
- Kitchen Equipment Replacement
- HVAC Replacement
  - Gyms, Kitchen & Auditorium
- Interior Doors & Cabinetry
  - North/South Wings & Connectors
- Exterior Façade Repair

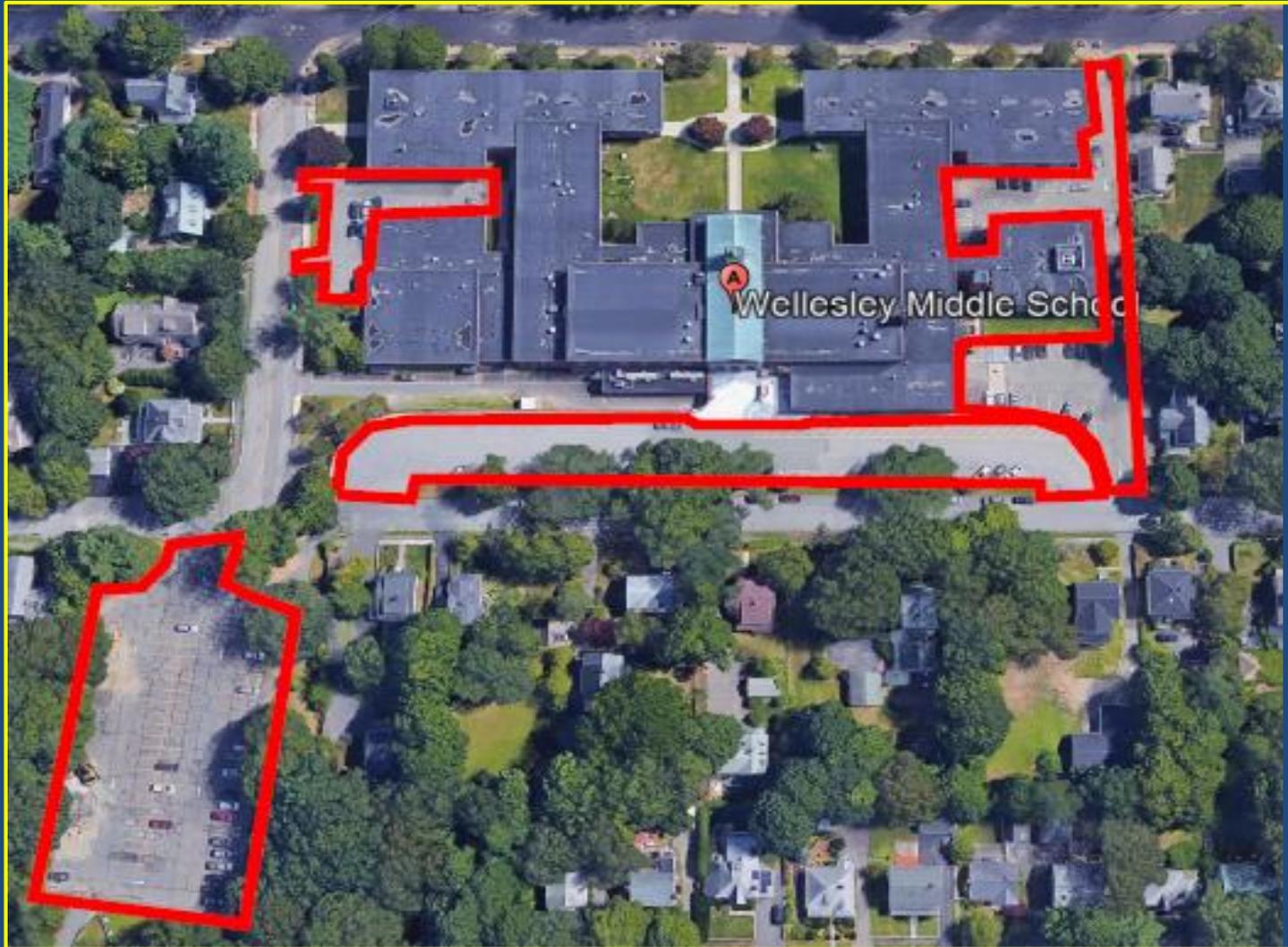


Projects  
from 2014  
SMMA Study

# Remaining Work: *Piping Project*



# Remaining Work: *Paving Project*



# Remaining Work: *Kitchen Equipment*

- Equipment exceeded service life (> 20 years)
- Work with WPS and food service vendor
- Items include:
  - Ovens, ranges, broilers, steamers, refrigerators, serving lines, hot/cold pans, heated bins, utensil washers

# Remaining Work: *Kitchen Equipment*



# Remaining Work: *HVAC Project*

- Original circa 1952 HVAC equipment
- Exceeded service life
- Removed from 2006-2008 project for cost reduction
- Work Areas:
  - Gyms A and B
  - Auditorium
  - Kitchen

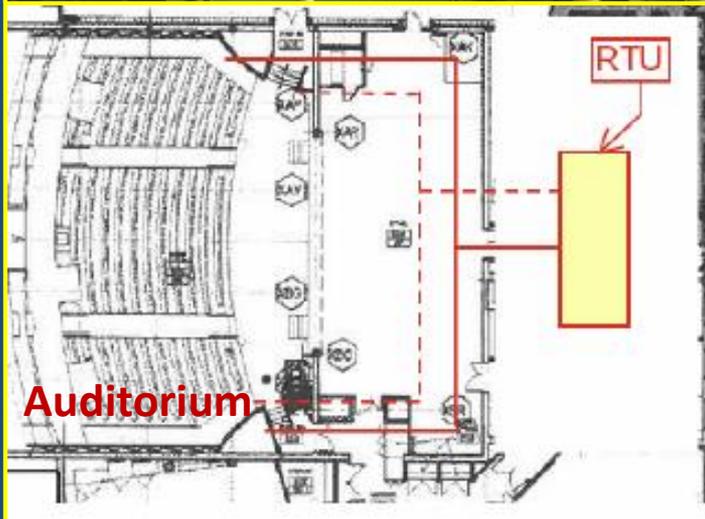
# Remaining Work: *HVAC Project*



Gym "A"



Gym "B"



Auditorium



Kitchen

# Remaining Work: *Façade Repair*

- No known repairs since 1952 construction
- Exceeded service life
- Removed from 2006-2008 project for cost reduction
- Scope includes:
  - Replace all caulking at joints (assumed haz mat)
  - Approx. 20% brick repointing
  - Limestone repairs

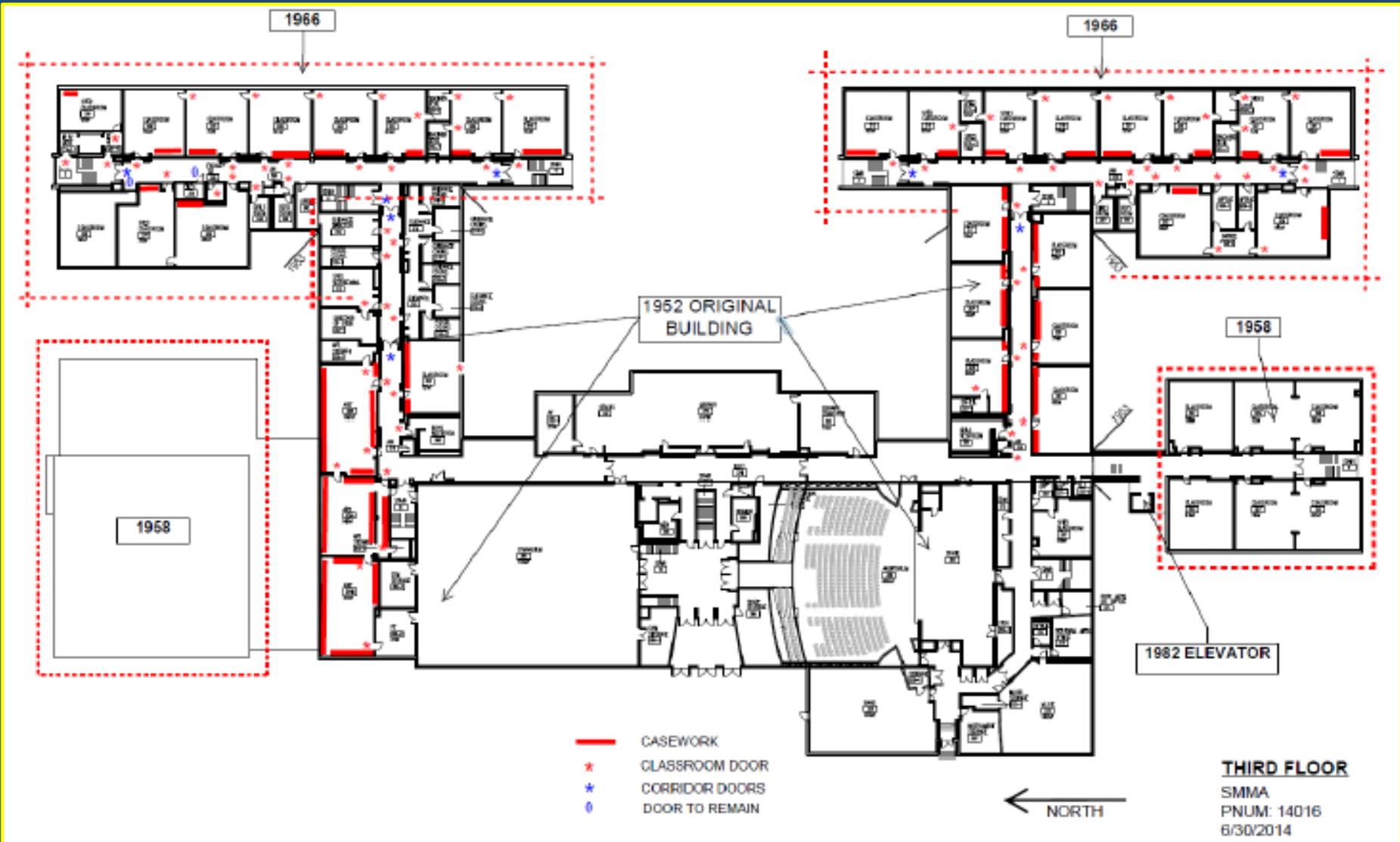
# Remaining Work: *Façade Repair*



# Remaining Work: *Doors & Cabinetry*

- Original to 1966 wings and connectors
- Exceeded service life
- Removed from 2006-2008 project
- Scope includes replacement of:
  - Approx. 181 Classroom doors
  - Built in cabinetry/casework
  - Approx. 21 sets corridor doors with magnetic hold-opens
  - Art Room casework

# Remaining Work: *Doors & Cabinetry*



# Remaining Work: *Doors & Cabinetry*



*PROPOSED MS STUDY:  
2018 ATM REQUEST  
ARTICLE 16*

# Proposed MS Study

- 2014 limited SMMA Study addressed 6 areas:
  1. Science Lab Waste Treatment (*Completed*)
  2. Heating Distribution Piping Replacement (*in queue*)
  3. Steam to Hot-Water Boiler Replacement (*Not pursued*)
  4. HVAC upgrades
  5. Classroom Cabinetry & Door Replacement
  6. Exterior Masonry Façade Repairs
- Kitchen equipment requires replacement
- Comprehensive Study needed for Items 4-6 and Kitchen equipment
- 2018 ATM Warrant Article for Study: \$125,000
  - *Will yield same level of cost/detail as recent RDK Study for Piping Project*

# *BUDGETARY COST ESTIMATES*

# Budgetary Cost Estimates\*

\*From FMD's Capital Plan

## Projects Under Consideration

• Piping & Heating	\$4,611,000
• Paving & Site	\$1,510,000 (addit.)
• HVAC Replacement	\$1,510,600
• Door & Cabinetry Replacement	\$4,022,200
• Exterior Façade Repair	\$3,367,000
• <u>Kitchen Equipment Replacement</u>	<u>\$500,000</u>
Total =	<b>\$15,520,800</b>

*On a square foot basis for this 228,000 school, the cost is about **\$68/sf**  
(Compare with new construction at \$600 to \$700/sf)*

## Other Capital Projects in FMD Capital Plan

• Roof Replacement (FY26)	\$2,500,000
• <u>LED Lighting Replacement (FY21-23)</u>	<u>\$810,000</u>
Subtotal =	<b>\$3,310,000</b>

# *NEXT STEPS*

# Next Steps

- Presented to SC on January 23<sup>rd</sup>
- Obtain approval from BOS (tonight)
- Obtain approval from Advisory on February 7<sup>th</sup>
- Provide information to board questions regarding study
- Obtain 2018 ATM approval for study funding
- Request design funding at 2019 ATM

# *QUESTIONS?*



*Future Wellesley Middle School?*

**5. Discuss Proposed ATM Article - Outdoor Lighting Bylaw**

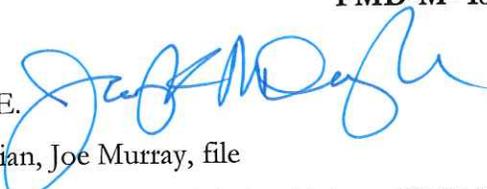
One of the articles proposed by the Planning Board would put in place a zoning bylaw change to regulate outdoor lighting in Town. Joe McDonough will be at the meeting to discuss with you the impact of this proposed bylaw on town-owned properties that he would like to discuss. The Planning Board holds their public hearing on this on February 5<sup>th</sup>, and he'd like you to be aware of our concerns, as it may affect some of the projects we have coming up in the next few years. Joe's memo on this topic is attached, and staff has encouraged Joe to discuss his concerns with the Planning Department.

**NO MOTION**





# MEMORANDUM

**DATE:** January 16, 2018 **FMD-M- 18416**  
**TO:** Blythe Robinson  
**FROM:** Joseph F. McDonough, P.E.   
**CC:** Allen Hebert, Steve Gagosian, Joe Murray, file  
**SUBJECT:** **Planning Board's Proposed Outdoor Lighting Bylaw: *FMD Response***

The Facilities Management Department (FMD) has reviewed the Planning Board's proposed *Outdoor Lighting Bylaw*. Based on our review we would like to request changes through the Selectmen, such that building construction projects managed by the FMD and the Permanent Building Committee (PBC) be exempted from this proposed bylaw. We are requesting that the proposed bylaw be changed as shown below:

**G. EXEMPT AND PROHIBITED**

1. Exempt: The following luminaries or lighting conditions shall be exempt from regulation under this Section:

a. Projects managed by the Facilities Management Department (FMD) and the Permanent Building Committee (PBC)

a-b. Luminaires associated with security/emergency call boxes;

**Background:** FMD has extensive experience with the planning, design, construction, maintenance, and management of outdoor lighting projects. Over the past five years, we have successfully completed nine outdoor lighting projects in our School and Town buildings. Without exception, we have not had even one complaint from abutting neighbors or our Town/School customers about our work. We believe that this is attributable to our due diligence in assuring that the replacement LEDs are consistent with the USGBC's Backlight-Uplight-Glare ("BUG") rating method guidelines. The BUG rating method provides maximum percentages of lumen emission outside of the photometric footprints to minimize light trespass and pollution. Our methodology has been to select an appropriate replacement LED, prepare a photometric layout, install the LED, inspect the installation at night, and then fine-tune the installation as required to comply with BUG guidelines.

From a maintenance perspective, we regularly replace defective outdoor light fixtures. For obvious security and safety reasons, the fixtures must be replaced immediately. Typically, we replace about ten (10) defective outdoor fluorescent/HID fixtures per year with new high-efficiency LEDs on a one-for-one basis. From a cash-capital perspective, we systematically and strategically plan, design, and install entire outdoor parking and security lighting systems. Since 2012, we have successfully completed \$185k (200+ LEDs) of outdoor lighting projects in nine (9) buildings. **As**



# MEMORANDUM

*noted above, we have not received a single complaint from abutting neighbors or our Town/School customers about our work.* From a capital construction perspective, most all PBC projects must already comply with the Town of Wellesley's Project of Significant Impact (PSI) requirements as part of the site plan design review and approval process. The PSI process already includes exterior lighting requirements.

**Basis for Requested Changes:** FMD agrees that an Outdoor Lighting Bylaw may be beneficial for certain situations, such as residential and commercial construction; however, we feel strongly that it should not apply to projects managed by FMD and PBC. This proposed bylaw will prevent us from continuing to fulfill our Mission in the most productive, efficient, and cost-effective manner. We believe that requiring FMD to comply with the proposed Zoning Bylaw would be burdensome, time consuming, and unnecessarily expensive for the Town. We cite the following in support of our argument:

- FMD has extensive experience with planning, designing, installing, maintaining, and managing outdoor lighting projects.
- FMD has successfully completed numerous outdoor lighting projects over the past five (5) years with no complaints from abutting neighbors or our Town/School customers.
- The proposed bylaw is overly prescriptive as it relates to Town projects, defining maximum heights for both wall and pole mounted lights and placing limitations on correlated color temperatures. This doesn't allow for unique situations which require creativity in design.
- The bylaw includes no referenced codes or standards (ASHRAE, IES, IALD).
- The submissions required in the "Administration" section of the proposed bylaw are extensive and time-consuming, and will add unnecessary cost to our projects if our staff isn't available to do this work and we need to engage a consultant.
- FMD believes that the term "ordinary maintenance", as used in the proposed bylaw change, is subjective and may be open to conflicting interpretations. For example, replacing a broken light with a different looking fixture as part of a routine maintenance project could be interpreted as a "*change in the outside appearance of a building*" under the "Minor Construction Project" definition in Section XVIA; thereby, triggering the new bylaw requirements.
- FMD's maintenance projects require that we replace defective outdoor lighting fixtures *immediately* for obvious security or safety reasons, and the proposed approval process would delay that.
- Most PBC projects already must comply with the PSI requirements as part of the Town of Wellesley's site plan review and approval process, so this would be redundant.

In conclusion, while FMD believes there may be merit in the proposed Outdoor Lighting Bylaw, we feel it adds cost, delays and an unnecessary regulatory burden to the FMD's workload, and does not account for our proven success and staff expertise. We therefore respectfully request that all Town of Wellesley Municipal Departments be exempt from the Outdoor Lighting Bylaw.

**6. Discuss & Execute Annual Town Meeting Warrant**

Included in your packet is what we expect to be the final version of the warrant for the annual town meeting. You will note that it is 42 articles rather than 44, as the proponents of two citizen petitions have withdrawn them (large house review and rezoning certain parcels on two college campuses). I am in the process of putting together an updated spreadsheet of the warrant article list that will denote the Selectman and Advisory Committee member assigned to each article, but it may not be ready for the FNM. If not I will send it over the weekend and print copies for the meeting on Monday.

**MOVE** to execute the Warrant for the 2018 Annual Town Meeting.



**TOWN OF WELLESLEY**



**WARRANT  
for the  
ANNUAL TOWN MEETING**

ELECTION – March 6, 2018  
BUSINESS MEETING – March 26, 2018

ADVISORY COMMITTEE PUBLIC HEARING (WARRANT ARTICLES)  
January 31, 2018, 7:00 P.M. at Town Hall

Commonwealth of Massachusetts  
Norfolk, ss.

To any Constable of the Town of Wellesley in the County of Norfolk,

**GREETINGS:**

In the name of the Commonwealth aforesaid, you are hereby required to notify the qualified voters of said Town of Wellesley to meet in their respective voting places on March 6, 2018:

The voters of Precinct A, in Katharine Lee Bates School, 116 Elmwood Road;

The voters of Precinct B, in Isaac Sprague School, 401 School Street;

The voters of Precinct C, in Ernest F. Upham School, 35 Wynnewood Street;

The voters of Precinct D, in Otho L. Schofield School, 27 Cedar Street;

The voters of Precinct E, in Joseph E. Fiske School, 45 Hastings Street;

The voters of Precinct F, in Dana Hall School, Shipley Center, 142 Grove Street;

The voters of Precinct G, in Wellesley Free Library, 530 Washington Street;

The voters of Precinct H, in Tolles Parsons Center, 500 Washington Street.

at 7:00 A.M., at which time the polls in said precincts will be opened and remain open continuously until 8:00 P.M. of said day when they will be closed, during which time aforesaid qualified voters of said Town may bring in their ballots to the Election Officers, duly appointed and sworn for said precincts of said Town of Wellesley, in said meetings so assembled for the following:

To cast their votes in the Town Election for the election of candidates for the following offices:

<u>OFFICE</u>	<u>VACANCIES</u>	<u>TERM</u>
Board of Assessors	One	Three Years
Board of Health	One	Three Years
Board of Public Works	One	Three Years
Board of Selectmen	Two	Three Years
Moderator	One	One Year
Natural Resources Commission	Two	Three Years
Planning Board	One	Five Years
	One	Three Years
Recreation Commission	Two	Three Years
	One	One Year
School Committee	Two	Three Years
Trustees of the Wellesley Free Library	Two	Three Years
Town Clerk	One	Three Years

and for **TOWN MEETING MEMBERS**, under the provisions of Chapter 202 of the Acts of 1932, as amended.

You are further required to notify the qualified Town Meeting Members of said Town of Wellesley to meet in the

**Wellesley Middle School Auditorium  
50 Kingsbury Street  
Monday, March 26, 2018**

at 7:00 P.M., at which time and place the following articles are to be acted upon and determined exclusively by Town Meeting Members in accordance with Chapter 202 of the Acts of 1932, as amended, and subject to referendum as provided therein:

**ARTICLE 1.** To receive and act on the reports of Town officers, boards and committees, including the Annual Town Report, the Report to this Town Meeting of the Advisory Committee, and the Report of the Community Preservation Committee, and to discharge presently authorized special committees, or to take any other action in relation thereto.

**(Board of Selectmen)**

**ARTICLE 2.** To receive the Reports of the Board of Selectmen on the Town-Wide Financial Plan and Five-Year Capital Budget Program in accordance with Sections 19.5.2 and 19.16 of the Town Bylaws, or to take any other action in relation thereto.

**(Board of Selectmen)**

#### **APPROPRIATIONS – OPERATING AND OUTLAY**

**ARTICLE 3.** To see if the Town will vote to take action on certain articles set forth in this warrant by a single vote, pursuant to a consent agenda, or to take any other action in relation thereto.

**(Board of Selectmen)**

**ARTICLE 4.** To see if the Town will vote to amend ARTICLE 31 of the Town Bylaws by making changes to the appendix to the Classification and Salary Plans established under Sections 31.1 and 31.6 respectively, which constitutes part of said Bylaws, relating to the establishment of new classifications, reclassifications of current positions, and the deletion of classifications, or to take any other action in relation thereto.

**(Human Resources Board)**

**ARTICLE 5.** To see if the Town will vote to amend ARTICLE 31 of the Town Bylaws by making changes to Schedule A, entitled “Job Classifications by Groups,” and Schedule B, entitled “Salary Plan – Pay Schedule,” copies of which are available for inspection at the Human Resources Department, and to authorize the Town to raise and appropriate, transfer from available funds, or borrow a sum of money for the purposes of complying with said Schedule B, as so amended, or to take any other action in relation thereto.

**(Human Resources Board)**

**ARTICLE 6.** To see if the Town will vote to fix the salary and compensation of the Town Clerk at \$91,423.00, as provided by Section 108 of Chapter 41 of the General Laws, or to take any other action in relation thereto.

**(Board of Selectmen)**

**ARTICLE 7.** To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to supplement or reduce appropriations approved by the 2017 Annual Town Meeting, or to take any other action in relation thereto.

**(Board of Selectmen)**

**ARTICLE 8.** To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money for the following:

- 1) The operation and expenses of certain Town departments, including capital outlay, maturing debt and interest, and the provision of a Reserve Fund;
- 2) Extraordinary maintenance, special capital projects and other capital outlay items for the several Town departments;
- 3) Such purposes as may be voted contingent upon passage by the voters of referendum questions as authorized by Section 21c(g) of Chapter 59 of the General Laws,

and further to authorize the Board of Assessors to use any monies paid to the Town from the Wellesley Municipal Light Plant as an estimated receipt when computing the Fiscal Year 2019 Tax Rate, or to take any other action in relation thereto.

**(Board of Selectmen)**

**ARTICLE 9.** To see if the Town will vote pursuant to Section 53E1/2 of Chapter 44 of the Massachusetts General Laws, as amended by Section 86 of Chapter 218 of the Acts of 2016, to:

(1) amend Article 55 of the Town Bylaws to remove the Building Department Document Fees Fund, Recreation Summertime Revenues Fund, and Recreation Scholarship Revenues Fund by deleting Subsections 55.1.g, 55.1.i and 55.1.j and renumbering remaining subsections accordingly;

and

(2) set the limit on the total amount that may be spent from each revolving fund for Fiscal Year 2019 as follows:

- a. Street Opening Maintenance Fund: \$225,000.00
  - b. DPW Field Use Fund: \$200,000.00
  - c. Turf Field Fund: \$25,000.00
  - d. Tree Bank Fund: \$75,000.00
  - e. Baler, Compacters and other RDF Equipment Repair Fund: \$20,000.00
  - f. Council on Aging Social and Cultural Programs Fund: \$140,000.00
  - g. Teen Center Program Revenues Fund: \$40,000.00
  - h. Library Room Rental Fund: \$35,000.00
  - i. Lost/Damaged Library Materials Replacement Fund: \$15,000.00
  - j. Brookside Community Gardens Fund: \$3,000.00
  - k. Weston Road Gardens Fund: \$7,000.00
  - l. Library Copier Fees Fund: \$20,000.00
- or to take any other action in relation thereto.

**(Board of Selectmen)**

**ARTICLE 10.** To see if the Town will vote to transfer the sum of \$170,000.00 (ONE HUNDRED SEVENTY THOUSAND DOLLARS) from available funds presently held in the Building Department Document Fees Revolving Fund to be expended under the direction of the IT Department, for the purpose of purchasing, installing, upgrading, and implementing of electronic permitting software and for any associated costs, said funds to be made available for expenditure upon the adjournment of Town Meeting; or to take any other action in relation thereto.

**(Board of Selectmen)**

**ARTICLE 11.** To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to the Special Education Reserve Fund established by the vote taken under Article 10 at the 2017 Annual Town Meeting to pay, without further appropriation, for unanticipated or unbudgeted costs of special education, out-of-district tuition or transportation, or to take any other action in relation thereto.

**(Board of Selectmen)**

**ARTICLE 12.** To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow the sum of \$9,362,072.00 (NINE MILLION THREE HUNDRED SIXTY-TWO THOUSAND SEVENTY-TWO DOLLARS), or any other sum, to be expended under the direction of the Board of Public Works for the purposes of operating and managing the Water Program as follows:

Salaries	\$ 1,849,377
Expenses (incl. interest, and all non-op exp)	4,177,198
OPEB (Other Post-Employment Benefits)	38,500
Depreciation	885,000
Capital Outlay	1,130,000
Debt	813,440
Emergency Reserve	<u>468,557</u>
Total Authorized Use of Funds	\$9,362,072

And that \$9,362,072 be raised as follows:

Department Receipts	\$6,748,935
Depreciation	885,000
Retained Earnings	<u>1,728,137</u>
Total Sources of Funds	\$9,362,072

or to take any other action in relation thereto.

**(Board of Public Works)**

**ARTICLE 13.** To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow the sum of \$9,251,081 (NINE MILLION TWO HUNDRED FIFTY-ONE THOUSAND EIGHTY-ONE DOLLARS) to be expended under the direction of the Board of Public Works for the purposes of operating and managing the Sewer Program, as follows:

Salaries	\$ 842,196
Expenses (incl. interest, and all non-op exp)	6,603,818
OPEB (Other Post-Employment Benefits)	16,500
Depreciation	432,000
Capital Outlay	620,000
Debt	282,298
Emergency Reserve	<u>454,269</u>
Total Authorized Use of Funds	\$9,251,081

And that \$9,251,081 be raised as follows:

Department Receipts	\$8,307,739
Depreciation	432,000
Retained Earnings	<u>511,342</u>
Total Sources of Funds	\$9,251,081

or to take any other action in relation thereto.

**(Board of Public Works)**

**ARTICLE 14.** To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow the sum of \$37,651,400 (THIRTY-SEVEN MILLION SIX HUNDRED FIFTY-ONE THOUSAND FOUR HUNDRED DOLLARS) to be expended under the direction of the Municipal Light Board for purposes of operating and managing the Municipal Light Plant, as follows:

**Operating Budget:\***

Operating Salaries	\$1,147,700
Materials and Services	843,400
Health Insurance	223,300
FICA - Medicare	14,000
Contribution to Employee Retirement	231,200
Purchase Power	24,097,600
Transmission	5,700,000
<b>Sub Total</b>	<b>32,257,200</b>

**Capital Outlays:**

Salaries	544,800
Services/Materials	2,229,600
Vehicles	120,000
Health Insurance	267,500
FICA - Medicare	11,000
Contribution to Employee Retirement	449,200
<b>Sub Total</b>	<b>3,622,100</b>

**Payments That Benefit The Town:\*\***

Payment in Lieu of Taxes	1,000,000
Holiday Lights, Banners and Civic Events	44,000
Fiber Optic Network for Town	83,000

**Total Benefits to Town** **1,127,000**

**Emergency Contingencies** **645,100**

**Total Fiscal Year 2019 Budget Request** **\$37,651,400**

To be paid for by electric revenues and retained earnings.

Excludes depreciation expense in the amount of  
\* \$3,750,000.

\*\* Town benefits do not include electric rate subsidization for:

Municipal buildings (\$128,900); LED Retrofit savings (\$120,000) and Information Technology Support fees (\$43,000).

or to take any other action in relation thereto.

**(Municipal Light Board)**

**APPROPRIATIONS – SPECIAL CAPITAL PROJECTS**

**ARTICLE 15.** To see if the Town will vote to hear and act on the report of the Community Preservation Committee on the Fiscal Year 2019 Community Preservation Budget, to appropriate or reserve for future appropriation, from FY 2019 Community Preservation Fund annual revenues and reserves, sums of money to meet the administrative expenses and all other necessary and proper expenses of the Community Preservation Committee for the Fiscal Year beginning July 1, 2018, to make debt service payments, and to undertake community preservation projects as recommended by the Community Preservation Committee, as follows:

	<b>Open Space</b>	<b>Historical</b>	<b>Housing</b>	<b>Undesignated</b>
<b>Reserve revenues for Specific Purpose and Administrative</b>		\$160,000	\$160,000	(\$65,000)

<b>Appropriations from Reserves</b>	<b>Open Space</b>	<b>Historical</b>	<b>Housing</b>	<b>Undesignated</b>
Morses Pond beachfront and bath-house study	(\$40,000)			
DPW reconstruction of tennis courts at Sprague Field/MS				(\$150,000)
Phase II HS Track and Field Restoration-installation of bathroom facilities				(\$175,000)
NRC-Construction of vernal pool boardwalk and observation area	(\$50,000)			
NRC-Gas leak detection equipment and training	(\$2,500)			
NRC-Construction of fish ladder at Fuller Brook	(\$5,000)			
NRC-Phase I of duck pond bridge	(\$38,500)			
Planning Department- Sub-Area Land Use Study and Plan			(\$25,000)	
Wellesley Historical Society- Continuation of business, club and organization archiving project **		(\$36,000)		
FMD/WHC-Fells Branch Roof Replacement		(\$31,000)		
Softball Field Improvement Committee - Improvements to				(\$500,000)

landscaping, drainage and safety at two softball fields in town**				
Wellesley Housing Authority- Analysis of Wellesley Housing Authority Sites at Barton Road and Morton Circle/Washington Street			(\$200,000)	
<b>TOTAL</b>	<b>(\$136,000)</b>	<b>(\$67,000)</b>	<b>(\$225,000)</b>	<b>(\$825,000)</b>

\*\* These projects have not yet been voted on by the CPC

North 40 Debt service \$550,244 appropriated from Open space reserve and Undesignated funds and applied to Article 8 Omnibus Budget

or to take any other action in relation thereto.

**(Community Preservation Committee)**

**ARTICLE 16.** To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow the sum of \$125,000.00 (ONE HUNDRED TWENTY-FIVE THOUSAND DOLLARS), or any other sum, to be expended under the direction of the Facilities Management Department to obtain one or more feasibility studies for four Middle School projects which include: (1) exterior façade repairs, (2) replacement of the HVAC system, (3) replacement of interior doors and (4) replacement of kitchen equipment; and for any other services in connection therewith and, for the purpose of meeting such appropriation, to authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow said sum in accordance with Chapter 44, Section 7(1) of the Massachusetts General Laws, or any other enabling authority and to issue bonds or notes of the Town therefor, and that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of the issuance of such bonds or notes, may be applied to payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the Massachusetts General Laws, thereby reducing the amount to be borrowed to pay such cost by a like amount; or to take any other action in relation thereto.

**(Board of Selectmen)**

**ARTICLE 17.** To see if the Town will vote to raise and appropriate, transfer from available funds, including Community Preservation Funds, or borrow \$525,000.00 (FIVE HUNDRED TWENTY-FIVE THOUSAND DOLLARS), or any other sum, to be expended under the direction of the Board of Public works for design, architectural and engineering services, bid documents, construction services and associated costs related to the construction of the High School track and field facility including: (a) construction and installation of appurtenant structures and site enhancements; and (b) professional or other services in connection therewith; said funds to be raised as follows:

- \$175,000.00 (ONE HUNDRED SEVENTY-FIVE THOUSAND DOLLARS) transferred from Gifts;
- \$175,000.00 (ONE HUNDRED SEVENTY-FIVE THOUSAND DOLLARS) from Community Preservation Undesignated Reserves as approved pursuant to Article 15 of the Warrant; and,
- and the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow the sum of \$175,000 (ONE HUNDRED SEVENTY-FIVE THOUSAND DOLLARS) in accordance with Chapter 44, Sections 7(1), of the Massachusetts General Laws, or any other enabling authority and to issue bonds or notes of the Town therefor, and that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of the issuance of such bonds or notes, may be applied to payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the Massachusetts General Laws, thereby reducing the amount to be borrowed to pay such cost by a like amount.

or to take any other action in relation thereto.

**(Playing Fields Task Force/School Committee)**

**ARTICLE 18.** To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow \$2,000,000.00 (TWO MILLION DOLLARS), or any other sum, to be expended under the direction of the Board of Public Works, for engineering designs, bid documents, construction services and associated costs related to the construction, reconstruction, rehabilitation, and repair of Grove Street, including street, sidewalk and/or drainage repairs and improvements and, for the purpose of meeting such appropriation, to authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow said sum in accordance with Chapter 44, Section 7(1) of the Massachusetts General Laws, or any other enabling authority and to issue bonds or notes of the Town therefor, and that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of the issuance of such bonds or notes, may be applied to payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the Massachusetts General Laws, thereby reducing the amount to be borrowed to pay such cost by a like amount; or take any other action in relation thereto.

**(Board of Public Works)**

**ARTICLE 19.** To see if the Town will vote to raise and appropriate, transfer from available funds, accept gifts, or borrow a sum or sums of money, to be expended under the direction of the Facilities Management Department/Permanent Building Committee for architectural and engineering plans, specifications and other services in connection with the reconstruction, remodeling, rehabilitation and/or renovation of the Wellesley Free

Library located at 530 Washington Street, including any necessary site work and, for the purpose of meeting such appropriation, to authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow said sum in accordance with Chapter 44, Section 7(1) of the Massachusetts General Laws, or any other enabling authority and to issue bonds or notes of the Town therefor, and that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of the issuance of such bonds or notes, may be applied to payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the Massachusetts General Laws, thereby reducing the amount to be borrowed to pay such cost by a like amount; or take any other action in relation thereto.

**(Board of Library Trustees)**

**ARTICLE 20.** To see if the Town will vote to raise and appropriate, transfer from available funds, accept gifts, or borrow the sum of \$350,000.00 (THREE HUNDRED FIFTY THOUSAND DOLLARS), or any other sum, to be expended under the direction of the Board of Library Trustees and Facilities Management Department for design, architectural and engineering services, bid documents, construction services and associated costs related to the purchase and installation of an Automated Materials Handler for the Wellesley Free Library located at 530 Washington Street, including building, site work and installation and, for the purpose of meeting such appropriation, to authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow said sum in accordance with Chapter 44, Section 7(1) of the Massachusetts General Laws, or any other enabling authority and to issue bonds or notes of the Town therefor, and that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of the issuance of such bonds or notes, may be applied to payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the Massachusetts General Laws, thereby reducing the amount to be borrowed to pay such cost by a like amount; or take any other action in relation thereto.

**(Board of Library Trustees)**

**ARTICLE 21.** To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow the sum of \$391,575.00 (THREE HUNDRED NINETY ONE THOUSAND FIVE HUNDRED SEVENTY-FIVE DOLLARS), or any other sum, to be expended under the direction of the Permanent Building Committee, for architectural and engineering designs, plans and other specifications and any associated costs related to the replacement of the Middle School Steam Pipe system, and for any other services in connection therewith and, for the purpose of meeting such appropriation, to authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow said sum in accordance with Chapter 44, Section 7(1) of the Massachusetts General Laws, or any other enabling authority and to issue bonds or notes of the Town therefor, and that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of the issuance of such bonds or notes, may be applied to payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the Massachusetts General Laws, thereby reducing the

amount to be borrowed to pay such cost by a like amount; or to take any other action in relation thereto.

**(School Committee)**

**ARTICLE 22.** To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum or sums to be expended under the direction of the Permanent Building Committee, for architectural and engineering designs, bid documents, construction services and associated costs related to the rehabilitation, restoration and repair of the Town Hall exterior including handicap accessibility accommodations and, for the purpose of meeting such appropriation, to authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow said sum in accordance with Chapter 44, Section 7(1) of the Massachusetts General Laws, or any other enabling authority and to issue bonds or notes of the Town therefor, and that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of the issuance of such bonds or notes, may be applied to payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the Massachusetts General Laws, thereby reducing the amount to be borrowed to pay such cost by a like amount; or take any other action in relation thereto.

**(Board of Selectmen)**

### **STREET ACCEPTANCE**

**ARTICLE 23.** To see if the Town will vote to accept as a public way (with betterments) the following street as laid out by the Board of Selectmen: Granite Street; to raise and appropriate money, transfer from available funds, or borrow the sum of \$195,000.00 (ONE HUNDRED NINETY-FIVE THOUSAND DOLLARS), or any other sum therefor, to be expended under the direction of the Board of Selectmen, for the cost of engineering services, for preparation of plans and specifications, and for reconstruction, of Granite Street, and, for the purpose of meeting such appropriation, to authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow said sum in accordance with Chapter 44, Section 7(1) of the Massachusetts General Laws, or any other enabling authority and to issue bonds or notes of the Town therefor, and that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of the issuance of such bonds or notes, may be applied to payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the Massachusetts General Laws, thereby reducing the amount to be borrowed to pay such cost by a like amount; or take any other action in relation thereto.

**(Board of Selectmen)**

### **AUTHORIZATIONS**

**ARTICLE 24.** To hear the report of the Board of Public Works that certain easements for utilities are no longer required for public purposes, and to see if the Town will vote, pursuant to Chapter 40, Section 15 of the *Massachusetts General Laws*, to authorize the Board of Public Works to make the required declaration to abandon those easements for utilities, crossing 111 and 115 Westgate, Wellesley, MA, as described herein, without charge for said declaration. The easements for utilities to be abandoned are more fully described as follows:

Perpetual rights and easements to construct, inspect, repair, renew, replace, operate and maintain (a) covered main sewers and drains with connecting sewers and drains with their manholes, embankments, walls, culverts and appurtenances and (b) covered water mains and pipes incidental thereto and other appurtenances reasonably necessary for the maintenance of a water supply in, through and under Westgate, a private way shown on a subdivision plan of land entitled "Subdivision plan of a portion of WESTGATE in WELLESLEY, MASS. owned by RALPH O. Porter, Inc." prepared by Gleason Engineering Company, dated November 20, 1959, approved by the Planning Board on December 28, 1959, said plan being recorded at the Registry of Deeds for Norfolk County as Plan Number 119 of 1960, the portions of Norwich Road and Oakridge Road, private ways, shown as approved on said plan and two (2) strips of land twenty (20) feet wide bounded and described as follows:

- (1) A strip constituting portions of lots 137 and 138, with street addresses of 115 and 111 Westgate, respectively, as shown on said plan of land, with said strip running southwesterly from the southwesterly side line of said Westgate to other land of Ralph O. Porter, Inc., the southeasterly boundary line of which commences at a point in said side line at the boundary line between said lots; and
- (2) A strip running from the northeasterly side line of said Westgate northeasterly and easterly through lot 132 on said plan, southeasterly across the rear portions of lots 132 and 133 on said plan and southerly across a portion of the rear of said lot 133 and across land of Ralph O. Porter, Inc. abutting lot 134 on said plan; the northwesterly side line of the first portion of said strip being the boundary line between lots 131 and 132, the northeasterly side line of the third portion of said strip being the northeasterly side line of lots 132 and 133 and the westerly side line of the last portion of said strip being the easterly side line of lot 134.

Said described abandonment being the area appearing and described in a Conveyance of Easements for Utilities granted by Ralph O. Porter, Inc., a Massachusetts corporation having a usual place of business in Wellesley, Norfolk County, Massachusetts, to the Town of Wellesley, recorded in the Registry of Deeds for Norfolk County at Book 3810, Page 367, and shown as "20' Easement" on said plan.

or take any other action in relation thereto.

**(Board of Public Works)**

**ARTICLE 25.** To see if the Town will authorize the Contributory Retirement Board to increase the maximum base on which the cost-of-living increase is calculated for retirees and beneficiaries of the Wellesley Contributory Retirement System by \$1,000 each July 1 for the next 3 years resulting in a base change from \$15,000 to \$16,000 effective July 1, 2018, from \$16,000 to \$17,000 effective July 1, 2019, and from \$17,000 to \$18,000 effective July 1, 2020.

or take any other action in relation thereto.

**(Contributory Retirement Board)**

**ARTICLE 26:** To see if the Town will vote to: (1) accept the provisions of Sections 22A, 22B and 22C of Chapter 40 of the Massachusetts General Laws, as amended by Sections 25 through 30 of Chapter 218 of the Acts of 2016, and to create a parking meter special revenue fund pursuant thereto for the reservation of parking meter receipts; and (2) to transfer a sum of money from parking meter receipts received by the Town from July 1, 2017, until March 26, 2018, to the parking meter special revenue fund; or take any other action in relation thereto.

**(Board of Selectmen)**

**ARTICLE 27.** To see if the Town will vote to authorize the Board of Selectmen to purge and forgive all unpaid and uncollectible parking fees assessed on or before January 1, 2010 totaling \$174,445.00, or take any other action in relation thereto.

**(Board of Selectmen)**

**AMEND ZONING BYLAW**

**ARTICLE 28.** To see if the Town will vote to amend Sections IA. and XVI. of the Zoning Bylaws to prohibit marijuana establishments other than Registered Marijuana Dispensaries by:

- (a) Inserting into Section IA, "Definitions", in appropriate alphabetical order, the following:

**Marijuana Establishment:** A marijuana cultivator, marijuana testing facility, marijuana product manufacturer, marijuana retailer, craft marijuana cultivator cooperative, or any other type of marijuana-related business, subject to regulation under Chapter 94G of the Massachusetts General Laws; provided, however, that a Registered Marijuana Dispensary shall not be deemed to be a Marijuana Establishment.

- (b) Inserting into Section XVI., "Restrictions Affecting All Districts", at the end of the Section, the following:

- I. For a Marijuana Establishment.

or take any other action in relation thereto.

**(Board of Selectmen)**

**ARTICLE 29.** To amend the Zoning Map to rezone properties owned by the Natural Resources Commission.

To see if the Town will vote to amend the Zoning Map of the Town of Wellesley, Massachusetts by rezoning the following properties, as specified:

- a. To rezone the parcel located at 215 Grove Street and commonly known as Problem Rock (Assessor's Parcel ID# 115-34), totaling approximately 5,302 square feet, from the Single Residence District and 40,000 Square Foot Area Regulations District to the Parks, Recreation, and Conservation District;
- b. To rezone the parcel located at 99 Turner Road and commonly known as Morses Pond Beach (Assessor's Parcel ID# 184-1), totaling approximately 216,232 square feet, from the Single Residence District and 15,000 Square Foot Area Regulation District to the Parks, Recreation, and Conservation District;
- c. To rezone the parcel located at 16 R Brookdale Avenue and commonly known as Sinoff Gift (Assessor's Parcel ID# 190-111), totaling approximately 19,200 square feet, from the Single Residence District and 10,000 Square Foot Area Regulation District to the Parks, Recreation, and Conservation District;
- d. To rezone the parcel located at 5 R Dale Street and commonly known as Bird Island Sanctuary (Assessor's Parcel ID# 192-27), totaling approximately 44,752 square feet, from the Single Residence District and 10,000 Square Foot Area Regulation District to the Parks, Recreation, and Conservation District;
- e. To rezone the parcel located at 47 R Russell Road and commonly known as Pine Point (Assessor's Parcel ID# 192-30), totaling approximately 36,930 square feet, from the Single Residence District and 10,000 Square Foot Area Regulation District to the Parks, Recreation, and Conservation District;
- f. To rezone the parcel located at 1000 Worcester Street and commonly known as Morses Pond (Assessor's Parcel ID# 193-10), totaling approximately 4,879,842 square feet, from the Single Residence District and 10,000 Square Foot Area Regulation District and the Business District to the Parks, Recreation, and Conservation District;
- g. To rezone the parcel located at 9 R Cedar Street and commonly known as Schofield Tennis Courts (Assessor's Parcel ID# 28-81), totaling approximately 42,008 square feet, from the Single Residence District and 10,000 Square Foot Area Regulation District to the Parks, Recreation, and Conservation District;
- h. To rezone the parcel located at 94 Washington Street commonly known as Warren Park (Assessor's Parcel ID# 43-71), totaling approximately 163,350 square feet, from the Single Residence District and 10,000 Square Foot Area Regulation District to the Parks, Recreation, and Conservation District;

- i. To rezone the parcel located along Forest Street and commonly known as Sawyer Park (Assessor's Parcel ID# 48-5), totaling approximately 71,447 square feet, from the Single Residence District and 20,000 Square Foot Area Regulation District to the Parks, Recreation, and Conservation District;
- j. To rezone the parcel located at 41 Hillside Road and commonly known as Yotz Meadow (Assessor's Parcel ID# 52-26), totaling approximately 58,330 square feet, from the Single Residence District and 15,000 Square Foot Area Regulation District to the Parks, Recreation, and Conservation District;
- k. To rezone the parcel located at 30 The Waterway and commonly known as The Waterway (Assessor's Parcel ID# 52-65), totaling approximately 77,551 square feet, from the Single Residence District and 15,000 Square Foot Area Regulation District to the Parks, Recreation, and Conservation District;
- l. To rezone the parcel located along Abbott Road and commonly known as Peabody Park South (Assessor's Parcel ID# 56-27), totaling approximately 16,170 square feet, from the Single Residence District and 20,000 Square Foot Area Regulation District to the Parks, Recreation, and Conservation District;
- m. To rezone the parcel located along Croton Street and commonly known as Indian Springs Park (Assessor's Parcel ID# 62-33), totaling approximately 72,897 square feet, from the Single Residence District and 15,000 Square Foot Area Regulation District to the Parks, Recreation, and Conservation District;
- n. To rezone the parcel located along Glen Road and commonly known as Farms Station Pond (Assessor's Parcel ID# 62-6), totaling approximately 71,797 square feet, from the Single Residence District and 15,000 Square Foot Area Regulation District to the Parks, Recreation, and Conservation District;
- o. To rezone the parcel located at 60 Croton Street commonly known as Farms Station Pond South (Assessor's Parcel ID# 62-7), totaling approximately 138,322 square feet, from the Single Residence District and 15,000 Square Foot Area Regulation District to the Parks, Recreation, and Conservation District;
- p. To rezone the parcel located at 212 Washington Street commonly known as Ware Park (Assessor's Parcel ID# 63-39), totaling approximately 9,951 square feet, from the Single Residence District and 10,000 Square Foot Area Regulation District to the Parks, Recreation, and Conservation District;
- q. To rezone the parcel located at 55 Rice Street commonly known as Hunnewell Field or Fuller Brook Park (Assessor's Parcel ID# 87-21), totaling approximately 1,102,331 square feet, from the Single Residence District and 10,000 Square Foot Area Regulation District to the Parks, Recreation, and Conservation District;
- r. To rezone the parcel located at 10 Greenwood Road commonly known as Devil's Slide (Assessor's Parcel ID# 85-41), totaling approximately 12,527 square feet,

from the Single Residence District and 20,000 Square Foot Area Regulation District to the Parks, Recreation, and Conservation District;

or take any other action in relation thereto.

**(Planning Board & Natural Resources Commission)**

**ARTICLE 30:** To see if the Town will vote to amend the Zoning Map of the Town of Wellesley, Massachusetts by rezoning the following properties, or parts thereof, as follows:

To rezone the following properties, or parts thereof, so as to formally adopt and accept certain inadvertent errors associated with the switch to the current digital Zoning Map, as specified:

- a. To rezone a parcel located at 12 Shelley Road (Assessor's Parcel ID# 22-26-B), totaling approximately 10,010 square feet, to the Single Residence District and 10,000 Square Foot Area Regulation District, as shown on the current Zoning Map, notwithstanding that the last prior action of Town Meeting with respect to the underlying zoning of this area had placed it in the Single Residence District and 15,000 Square Foot Area Regulation District; this change would not affect the parcel's location in the Water Supply Protection District overlay district;
- b. To rezone portions of two (2) parcels located along Grove Street and Benvenue Street (Assessor's Parcel ID# 113-36, 102-53), the area to be rezoned totaling approximately 33,865 square feet, to the Education District, as shown on the current Zoning Map, notwithstanding that the last prior action of Town Meeting with respect to the underlying zoning of this area had placed it in the Single Residence District and 20,000 Square Foot Area Regulation District;
- c. To rezone a portion of a parcel located along Comeau Street (Assessor's Parcel ID# 24-70), the area to be rezoned totaling approximately 14,130 square feet, to the Parks, Recreation, and Conservation District, as shown on the current Zoning Map, notwithstanding that the last prior action of Town Meeting with respect to the underlying zoning of this area had placed it in the Single Residence District and 15,000 Square Foot Area Regulation District; this change would not affect the parcel's location in the Water Supply Protection District overlay district;
- d. To rezone portions of a parcel located 231 Forest Street (Assessor's Parcel ID# 67-22), the area to be rezoned totaling approximately 25,190 square feet, to the Single Residence District and 30,000 Square Foot Area Regulation District, as shown on the current Zoning Map, notwithstanding that the last prior action of Town Meeting with respect to the underlying zoning of this area had placed it in the Education A District; this change would not affect the parcel's location in the Water Supply Protection District overlay district;
- e. To rezone portions of a parcel located at 231 Forest Street (Assessor's Parcel ID# 67-22), the area to be rezoned totaling approximately 27,446 square feet, to the

Education A District, as shown on the current Zoning Map, notwithstanding that the last prior action of Town Meeting with respect to the underlying zoning of this area had placed it in the Single Residence District and 30,000 Square Foot Area Regulation District; this change would not affect the parcel's location in the Water Supply Protection District overlay district;

- f. To rezone a portion of a parcel located at 231 Forest Street (Assessor's Parcel ID# 67-22), the area to be rezoned totaling approximately 30,238 square feet, to the Education A District, as shown on the current Zoning Map, notwithstanding that the last prior action of Town Meeting with respect to the underlying zoning of this area had placed it in the Education District; this change would not affect the parcel's location in the Water Supply Protection District overlay district;
- g. To rezone a portion of a parcel located at 231 Forest Street (Assessor's Parcel ID# 67-22), the area to be rezoned totaling approximately 13,635 square feet, to the Education District, as shown on the current Zoning Map, notwithstanding that the last prior action of Town Meeting with respect to the underlying zoning of this area had placed it in the Education A District; this change would not affect the parcel's location in the Water Supply Protection District overlay district;
- h. To rezone a portion of a parcel located at 231 Forest Street (Assessor's Parcel ID# 67-22), the area to be rezoned totaling approximately 14,197 square feet, to the Education District, as shown on the current Zoning Map, notwithstanding that the last prior action of Town Meeting with respect to the underlying zoning of this area had placed it in the Single Residence District and 30,000 Square Foot Area Regulation District; this change would not affect the parcel's location in the Water Supply Protection District overlay district;
- i. To rezone portions of a parcel located at 150 Worcester Street (Assessor's Parcel ID# 10-69), the area to be rezoned totaling approximately 61,785 square feet, to the Parks, Recreation, and Conservation District, as shown on the current Zoning Map, notwithstanding that the last prior action of Town Meeting with respect to the underlying zoning of this area had placed it in the Single Residence District and 15,000 Square Foot Area Regulation District;
- j. To rezone a portion of a parcel located at 40 Oakland Street (Assessor's Parcel ID# 45-3), the area to be rezoned totaling approximately 136,803 square feet, to the Education District, as shown on the current Zoning Map, notwithstanding that the last prior action of Town Meeting with respect to the underlying zoning of this area had placed it in the Single Residence District and 20,000 Square Foot Area Regulation District; this change would not affect the parcel's location in the Water Supply Protection District overlay district;
- k. To rezone portions of two (2) parcels located along Hollis Street and Oakencroft Road (Assessor's Parcel ID# 123-14, 123-15), the area to be rezoned totaling approximately 4,339 square feet, to the General Residence District, as shown on the current Zoning Map, notwithstanding that the last prior action of Town Meeting with respect to the underlying zoning of this area had placed it in the Single Residence District and 10,000 Square Foot Area Regulation District;

- I. To rezone portions of thirteen (13) parcels located along Oakencroft Road, High Meadow Circle, Pleasant Street, and Oak Street (Assessor's Parcel ID# 136-51, 136-49, 136-48, 136-38, 136-38-D, 136-34, 136-33, 136-32, 135-19, 135-20, 135-42, 135-45, 135-43), the area to be rezoned totaling approximately 50,191 square feet, to the Single Residence District and 10,000 Square Foot Area Regulation District, as shown on the current Zoning Map, notwithstanding that the last prior action of Town Meeting with respect to the underlying zoning of this area had placed it in the General Residence District;

To rezone the following properties, or parts thereof, from the Zoning Districts erroneously designated when the Town adopted the current digital Zoning Map to the Zoning Districts last designated by Town Meeting, as specified:

- m. To rezone a portion of a parcel located at 20-30 Municipal Way (Assessor's Parcel ID# 63-16), the area to be rezoned totaling approximately 97,343 square feet, from the Business District, an error depicted on the current Zoning Map, to the Single Residence District and 15,000 Square Foot Area Regulation District, in accordance with the last prior action of Town Meeting with respect to the zoning of this area;
- n. To rezone a parcel located at 30 Thackeray Road (Assessor's Parcel ID# 22-33), totaling approximately 23,200 square feet, from the Single Residence District and 10,000 Square Foot Area Regulation District, an error depicted on the current Zoning Map, to the Single Residence District and 15,000 Square Foot Area Regulation District, in accordance with the last prior action of Town Meeting with respect to the zoning of this parcel; this change would not affect the parcel's location in the Water Supply Protection District overlay district;
- o. To rezone portions of two (2) parcels located along Worcester Street (Assessor's Parcel ID# 15-11, 15-14), the area to be rezoned totaling approximately 20,316 square feet, from the Single Residence District and 15,000 Square Foot Area Regulation District, an error depicted on the current Zoning Map, to the Business District, in accordance with the last prior action of Town Meeting with respect to the zoning of this area; this change would not affect the parcels' location in the Water Supply Protection District overlay district;
- p. To rezone a portion of a parcel located at 125 Oakland Street (Assessor's Parcel ID# 46-1), the area to be rezoned totaling approximately 79,753 square feet, from the Single Residence District and 30,000 Square Foot Area Regulation District, an error depicted on the current Zoning Map, to the Education District, in accordance with the last prior action of Town Meeting with respect to the zoning of this area; this change would not affect the parcel's location in the Water Supply Protection District overlay district;
- q. To rezone a portion of a parcel located at 162-200 Linden Street (Assessor's Parcel ID# 123-40), the area to be rezoned totaling approximately 38,266 square feet, from the Industrial District, an error depicted on the current Zoning Map, to the Business District, in accordance with the last prior action of Town Meeting with

respect to the zoning of this area; this change would not affect the parcel's location in the Linden Street Corridor Overlay District overlay district;

- r. To rezone portions of three (3) parcels located along Linden Street (Assessor's Parcel ID# 110-1, 110-2, 110-3), the area to be rezoned totaling approximately 16,626 square feet, from the Industrial District, an error depicted on the current Zoning Map, to the Business District, in accordance with the last prior action of Town Meeting with respect to the zoning of this area;
- s. To rezone a portion of a parcel located along Linden Street (Assessor's Parcel ID# 123-84), the area to be rezoned totaling approximately 11,282 square feet, from the Business District, an error depicted on the current Zoning Map, to the Transportation District, in accordance with the last prior action of Town Meeting with respect to the zoning of this area;
- t. To rezone portions of six (6) parcels located along Bow Street, Prospect Street, and River Street (Assessor's Parcel ID# 35-58, 35-69, 35-70, 35-71, 28-23, 27-8), the area to be rezoned totaling approximately 12,069 square feet, from the Industrial A District, an error depicted on the current Zoning Map, to the Single Residence District and 10,000 Square Foot Area Regulation District, in accordance with the last prior action of Town Meeting with respect to the zoning of this area;
- u. To rezone portions of two (2) parcels located along Pleasant Street and Oak Street (Assessor's Parcel ID# 135-43, 122-39), the area to be rezoned totaling approximately 6,419 square feet, from the Single Residence District and 10,000 Square Foot Area Regulation District, an error depicted on the current Zoning Map, to the General Residence District, in accordance with the last prior action of Town Meeting with respect to the zoning of this area;

To rezone the following properties, or portions thereof, from Zoning Districts as erroneously shown on the current Zoning Map and/or Zoning Districts as previously intended by the Town to Zoning Districts as specified:

- v. To rezone a portion of a parcel located along Washington Street (Assessor's Parcel ID# 153-3), the area to be rezoned totaling approximately 446,256 square feet, from the Single Residence District and 40,000 Square Foot Area Regulation District, an error depicted on the current Zoning Map, and/or from the Single Residence District and 20,000 Square Foot Area Regulation District, as previously adopted by the Town, to the Parks, Recreation, and Conservation District; this change would not affect the parcel's location in the Water Supply Protection District overlay district;
- w. To rezone a portion of a parcel located at 5 Oak Street (Assessor's Parcel ID# 123-34), the area to be rezoned totaling approximately 2,183 square feet, from the Industrial District, an error depicted on the current Zoning Map, and/or from the Business District, as previously adopted by the Town, to the General Residence District;

To rezone the following properties, as specified:

- x. To rezone a portion of a parcel located at 214 Worcester Street (Assessor's Parcel ID# 15-14), the area to be rezoned totaling approximately 4,747 square feet, from the Single Residence District and 15,000 Square Foot Area Regulation District to the Business District; this change would not affect the parcel's location in the Water Supply Protection District overlay district;
- y. To rezone a portion of a parcel located at 78 Benvenue Street (Assessor's Parcel ID# 102-53), the area to be rezoned totaling approximately 165,558 square feet, from the Single Residence District and 20,000 Square Foot Area Regulation District to the Education District;
- z. To rezone a portion of a parcel located at 125 Oakland Street (Assessor's Parcel ID# 46-1), the area to be rezoned totaling approximately 166,013 square feet, from the Single Residence District and 30,000 Square Foot Area Regulation District to the Education District; this change would not affect the parcel's location in the Water Supply Protection District overlay district;
- aa. To rezone a portion of a parcel located along Washington Street (Assessor's Parcel ID# 153-3), the area to be rezoned totaling approximately 70,977 square feet, from the Single Residence District and 40,000 Square Foot Area Regulation District to the Parks, Recreation, and Conservation District; this change would not affect the parcel's location in the Water Supply Protection District overlay district;
- bb. To rezone portions of two (2) parcels located along Oak Street (Assessor's Parcel ID# 123-34, 123-35), the area to be rezoned totaling approximately 4,890 square feet, from the Industrial District to the General Residence District;
- cc. To rezone a parcel located at 172-178 Linden Street and a portion of a parcel located at 162-200 Linden Street (Assessor's Parcel ID# 123-42, 123-40), the area to be rezoned totaling approximately 371,226 square feet, from the Industrial District to the Business District; this change would not affect the parcels' location in the Linden Street Corridor Overlay District overlay district;
- dd. To rezone portions of two (2) parcels located along Washington Street and River Street (Assessor's Parcel ID# 34-11, 34-2), the area to be rezoned totaling approximately 1,759 square feet, from the Single Residence District and 10,000 Square Foot Area Regulation District to the Industrial A District;
- ee. To rezone a portion of a parcel located at 40 Oakland Street (Assessor's Parcel ID# 45-3), the area to be rezoned totaling approximately 139,554 square feet, from the Single Residence District and 30,000 Square Foot Area Regulation District to the Education District; this change would not affect the parcel's location in the Water Supply Protection District overlay district;
- ff. To rezone a portion of a parcel located at 36 Pleasant Street (Assessor's Parcel ID# 135-19), the area to be rezoned totaling approximately 15,656 square feet, from the General Residence District to the Single Residence District and 10,000 Square Foot Area Regulation District.

or take any action relative thereto.

**(Planning Board)**

**ARTICLE 31.** To amend the Zoning Bylaw by adding a new section, Section XvIG, Outdoor Lighting, to regulate the installation and use of outdoor lighting in association with certain projects.

To see if the Town will vote to amend the Zoning Bylaw by adopting new Section XvIG, Outdoor Lighting, to regulate the installation and use of outdoor lighting in association with certain projects, as follows. Amendments to be effective as of July 1, 2018:

**SECTION XvIG. OUTDOOR LIGHTING**

**A. TITLE**

The Section shall hereafter be known and cited as the “Town of Wellesley Outdoor Lighting Bylaw” or “Outdoor Lighting Bylaw.”

**B. PURPOSE AND INTENT**

The purpose of this Section is to enhance public safety by providing for adequate and appropriate outdoor lighting, protect community character, promote energy conservation, protect against light trespass and glare, protect the privacy of residents, and minimize sky glow.

**C. DEFINITIONS**

**Cutoff Angle** - The angle formed by a line drawn from the direction of the direct light rays at the light source with respect to the vertical, beyond which no direct light is emitted.

**Direct Light** - Light emitted from the lamp, off the reflector or reflector diffuser or through the refractor or diffuser lens, of a luminaire.

**Fixture** - The assembly that houses a lamp or lamps and which may include a housing, a mounting bracket or pole socket, a lamp holder, a ballast, a reflector or mirror, and/or a refractor, lens, or diffuser lens.

**Foot-candle** - A unit that measures light illumination on a surface or area that is one foot from a uniform point source.

**Fully Shielded Luminaire** - A lamp and fixture assembly designed with a cutoff angle of 90 degrees or less so that no direct light is emitted above a horizontal plane.

**Glare** - Light emitted from a luminaire with an intensity great enough to produce annoyance, discomfort, or a reduction in a viewer’s ability to see.

Height of Luminaire - The vertical distance from the finished grade of the ground directly below to the lowest direct-light-emitting part of the luminaire.

Illuminance - The luminous flux per unit area at any point on a surface exposed to incident light. Measured in foot-candles or lux.

Lamp - The component of a luminaire that produces the actual light.

Light Trespass - The shining or spillage of direct light produced by a luminaire beyond the boundaries of the lot or parcel on which the luminaire it is located, or beyond the boundaries of multiple lots or parcels under common ownership.

Lumen - A unit that measures light energy generated by a light source. For the purposes of this Section, the lumen output shall be the initial lumen output of a lamp, as rated by the manufacturer.

Luminance - The intensity of light emitted from a surface per unit area in a given direction; measured in candela per meter squared ( $\text{cd}/\text{m}^2$ ).

Luminaire - A complete lighting system, including a lamp or lamps and a fixture.

Lux - A unit that measures light illumination on a surface or area that is one meter from a uniform point source. On a photometric plan, the lux measurement is often converted from meters to feet and referred to in terms of foot-candles.

Sky Glow - The diffuse luminance of the night sky derived from artificial lighting, apart from discrete natural light sources such as the Moon and stars. It is the most commonly noticed aspect of light pollution.

#### D. APPLICABILITY

The provisions of this Section shall apply to the following project types which include the proposed installation of one or more outdoor luminaires for exterior lighting:

1. Major Construction Projects and Minor Construction Projects, as defined by Section XVIA, Project Approval;
2. The construction of new single family dwellings or alterations of single family dwellings which require Large House Review, as required by Section XVID, Large House Review; and
3. Externally illuminated signs requiring Design Review and/or a Special Permit, as required and defined by Section XXIIA, Signs.

Where these regulations are more specific and/or more restrictive with respect to lighting associated with an applicable project type for which other standards may

exist within the Zoning Bylaw, the regulations contained in this Section shall take precedence.

The provisions of this Section shall not apply to the ordinary maintenance, repair, and/or replacement of luminaires not approved as part of and/or associated with one or more of the aforementioned project types; furthermore, the provisions of this Section shall not apply to the installation of new luminaires on properties not subject to one or more of the aforementioned project types following the effective date of this Section.

#### E. ADMINISTRATION

For the project types subject to the provisions of this Section, the following information shall be submitted, except to the extent as such information may be waived by the Design Review Board, Planning Board, or Zoning Board of Appeals, as applicable:

1. Information identifying the location, orientation, height, and type of outdoor luminaires to be installed;
2. The luminaire manufacturer's specification data, including, at a minimum, lamp type (light emitting diode, metal halide, compact fluorescent, high pressure sodium), lumen output, correlated color temperature ("CCT"), and photometric data showing light distribution and polar plots;
3. A photometric plan showing the intensity of illumination expressed in foot-candles and/or lux at ground level within the interior of the property and at the property boundaries, except that such plans shall not be required for externally illuminated signs; and
4. Sufficient evidence to confirm that all proposed outdoor luminaires and lighting conditions comply with subsection F., General Regulations, of this Section.

#### F. GENERAL REGULATIONS

All exterior luminaires and/or the outdoor lighting conditions associated with the project types subject to the provisions of this Section, shall comply with the following regulations, unless otherwise specified:

1. All luminaires shall be fully shielded.
2. For single family residential uses, the correlated color temperature ("CCT") of any lamp shall not exceed 3,000K; for all other uses, the CCT of any lamp shall not exceed 4,000K.
3. Wall-Mounted Fixtures: Luminaires attached to the exterior of a building or structure, including those to light signs, shall be mounted no higher than fifteen (15) feet above grade and shall be fully shielded.

4. Ground-Mounted Fixtures: Luminaires mounted on the ground, including on poles or attached to Ground Signs, shall have a height no greater than ten (10) feet when associated with a single family use, and a height no greater than twenty (20) feet when associated with all other uses; such luminaires shall be fully shielded.
5. Illuminance Levels and Light Trespass Limitations: Exterior lighting shall not exceed the illuminance levels (measured horizontally on the ground) or exceed the light trespass limits specified below in Table XVIG.1.; Table XVIG.1 shall not apply to externally illuminated signs; however, luminaires associated with such signs shall not have lamps which produce more than 60 watts and/or 800-900 lumens.

<b>TABLE XVIG.1, LIGHTING LEVELS AND LIGHT TRESPASS LIMITATIONS</b>		
<b>Use</b>	<b>Maximum Illuminance (foot-candles/lux)</b>	<b>Maximum Light Trespass* (foot-candles/lux)</b>
<b>Single Family Residential Uses</b>	5/50	0.5/5
<b>Outdoor Recreation and Sports Facilities</b>	75/800	1.0/10
<b>All Other Uses</b>	10/100	
<b>*The maximum foot-candles/lux allowable at all property lines, including property lines along a public or private street or way, except property lines between lots under common ownership.</b>		

#### G. EXEMPT AND PROHIBITED

1. Exempt: The following luminaries or lighting conditions shall be exempt from regulation under this Section:
  - a. Luminaires associated with security/emergency call boxes;
  - b. Luminaires located greater than 1,000 feet from a property line not in common ownership; and
  - c. Seasonal lighting of a temporary nature.
2. Prohibited: The following luminaires or lighting conditions shall be prohibited in conjunction with the project types identified in subsection D. of this Section:
  - a. Luminaires mounted to or otherwise attached to any trees or similar vegetation; and
  - b. Searchlights for commercial purposes.

#### H. SPECIAL PERMITS

1. Outdoor Lighting Associated with Major Construction Projects, Minor Construction Projects, and Signs: In the case of such projects which incorporate one more outdoor luminaires not meeting the requirements of subsection F., General

Regulations, or not otherwise exempt, the Zoning Board of Appeals may grant a Special Permit, per Section XXV, Special Permit Granting Authority.

2. Outdoor Lighting Associated with Large House Review: In the case of such projects which incorporate one more outdoor luminaires not meeting the requirements of subsection F., General Regulations, or not otherwise exempt, the Planning Board may grant a Special Permit, per Section XXV, Special Permit Granting Authority, in conjunction with the consideration of an application under Section XVID, Large House Review.
3. Standards: In addition to those standards specified in Section XXV, Special Permit Granting Authority, in considering the issuance of a Special Permit from the requirements of this Section, the applicable Special Permit Granting Authority shall make a finding that one or more of the following conditions are met:
  - a. The proposed lighting is necessary to enhance public safety;
  - b. The proposed lighting enhances, or does not negatively impact, community ambiance and character; or
  - c. The proposed lighting does not produce unacceptable light trespass, glare, sky glow, or compromise the privacy of abutting property owners.

or take any other action in relation thereto.

**(Planning Board)**

## **AMEND TOWN BYLAWS**

**ARTICLE 32:** To see if the Town will vote to amend the General Bylaws in order to clean-up said Bylaws, to improve consistency of language and style throughout, and to bring the Bylaws into conformance with existing practice by:

1. Deleting Section 2.5, Remote Participation, in its entirety and reserving said Section 2.5 for future provisions;
2. Combining Sections 2.4 and 6.20 by: (i) deleting Section 6.20 in its entirety; and (ii) inserting at the end of Section 2.4 the sentence "In addition to posting by the Town Clerk, the agenda for each meeting shall be posted on the Town's website.";
3. Deleting Section 4.6, Annual Report of Contracts, in its entirety;
4. Amending Section 5.2, Copies of Policies and Procedures, by: (i) inserting after the words "shall make available," the word "electronic"; (ii) inserting before the words "Reasonable fees" the words "To the extent permitted by the General Laws" and inserting at the end of the second sentence the words "if paper copies are requested"; so that Section 5.2 reads as follows:

- a. 5.2. Copies of Policies and Procedures. Each Board, the Department of Financial Services, the Town Clerk, and the persons named in Article 23 shall make available electronic copies of any of their written policies and procedures to the public upon request. To the extent permitted by the General Laws, reasonable fees may be charged for the cost of reproduction if paper copies are requested.
5. Amending Section 5.6.b.iii.5 by deleting the extra word “the” following “Whether the”;
6. Amending Section 6.5, Advisory Committees, by adding to the end of such section, the sentence “Advisory committee members may assist and advise the appointing board, but shall not vote or otherwise participate as full members of the board.”;
7. Amending Section 11.4, Investigatory and Review Powers, by deleting the first sentence thereof in its entirety;
8. Amending Article 12 by removing the bold font from section headings throughout;
9. Amending Section 12.3 by inserting a hyphen between the words “Town” and “wide” in the last sentence thereof;
10. Amending section 18.3 by deleting the word “effects” after the words “in any way that” in the second sentence thereof and replacing it with the word “affects”;
11. Amending the list of appointments set forth in Section 19.7, Appointments, by: (i) deleting existing item 10, Director of Veterans Services and renumbering subsequent items as appropriate; (ii) deleting the words “Civil Defense Director” from existing item 15 and replacing them with “Emergency Management Director”; (iii) amending existing item 17 by inserting after the words “Inspector of Gas” the words “and Plumbing”; (iv) deleting the word “dog” from existing item 23 and replacing it with the words “Animal Control”; (v) deleting the words “Wellesley Cable Access Board (three members)” from existing item 26 and replacing them with the words “Wellesley Media Corporation (three members); (vi) adding a new item 27, “Sustainable Energy Committee (four members)”; (vii) adding a new item 28, “Retirement Board (one member)”; and (viii) adding a new item 29, “Veterans Advisory Board”;
12. Amending Section 19.11, Legal Actions and Settlements, by adding the word “Meeting” after the word “Town” in the final sentence thereof;
13. Amending Section 19.33, Staff, by: (i) deleting the word “Maintenance” after the word “Facilities” in the first sentence and inserting, in place thereof, the word “Management”; and (ii) deleting the words “Network and Information Systems” in the first sentence and inserting in place thereof the acronym “IT”;
14. Amending Section 19.42, by inserting a space between the comma and the section symbol in the first sentence;

15. Amending Section 19.43, by: (i) inserting a hyphen between the words “three” and “year” in the first sentence thereof; and (ii) deleting from Section 19.43.a, the words “Department of Public Works” and inserting in place thereof the words “Municipal Light Plant”;
16. Deleting Article 20, Telecommunications Advisory Committee, in its entirety and reserving said Article 20 for future provisions;
17. Amending Article 20A, Wellesley Cable Access Corporation, by deleting the words “Wellesley Cable Access Corporation” in each place they appear and inserting in place thereof the words “Wellesley Media Corporation”;
18. Amending Section 22.3 by deleting the words “fire fighting” and replacing them with the word “firefighting”;
19. Amending Section 23.1 by: (i) inserting after the words “Inspector of Gas” the words “and Plumbing”; and (ii) deleting the final sentence thereof;
20. Amending Article 24, Facilities Maintenance Department, by replacing the words “Facilities Maintenance” anywhere they appear in the Article with the words “Facilities Management”;
21. Amending Section 26.3, Duties, by inserting after subsection h., a new subsection i. as follows: “Have the power to make non-substantive corrections for the purpose of addressing formatting, ordering, numbering, alphabetization, and cross-reference errors within the Town’s bylaws.”;
22. Amending Article 35 by deleting the words “Community Affairs” in each place they appear and inserting in place thereof the words “Housing and Community Development”;
23. Amending Section 38.3, General Duties, by: (i) deleting the struck-through words “~~These include controlling and managing the public schools of the Town~~”; and (ii) deleting the word “Maintenance” and inserting in place thereof the word “Management”;
24. Amending Section 39.3, Director, by: (i) deleting the word “Selectmen” and inserting in place thereof the words “Executive Director”; and (ii) deleting the words “The Director shall hold office at the discretion of the Selectmen.”
25. Amending Section 39.5, Veterans’ Grave Officer, by: (i) deleting the words “preferably a veteran” and the preceding comma; and (ii) inserting after the first sentence a new sentence as follows: “The veterans’ grave officer shall be a veteran as defined by *M.G.L. c. 4, § 43.*”;
26. Amending Section 40.1, Membership, by: (i) deleting the word “seven” and inserting in place thereof the word “five”; and (ii) deleting the words “provided one each shall be appointed by the Council on Aging, the Chief of Police, the

Recreation Commission and the School committee, respectively” and the preceding comma;

27. Amending Article 42 by deleting the words "Assistant Assessor" in each place they appear and inserting in place thereof the words "Chief Assessor";
28. Amending Section 44.6 by deleting the number "45" from the fourth paragraph and inserting in place thereof the number "21";
29. Amending Section 45.5, Annual Report, by deleting the words “Division of Community Services of the Massachusetts Department of Community Affairs” and inserting in place thereof the words “Massachusetts Department of Housing and Community Development”;
30. Amending Section 46A.2 by: (i) within the definition of “Guidelines,” inserting the word “District” before the word “Commission”; and (ii) deleting the comma following the word “time”;
31. Amending Section C (2) of Article 46C by inserting a hyphen between the words “two” and “year”;
32. Amending the heading for Section 49.9A by adding after the word “Firearm” the words “and Air Guns”;
33. Amending Section 49.2 by capitalizing the word “Victualler” in each place it appears;
34. Amending Article 49 by deleting the words “fire fighting” in each place they appear and inserting in place thereof the word “firefighting”; and,
35. Amending Article 49 by deleting Sections 49.24 through 49.26, inclusive, and renumbering subsequent sections accordingly.

A redlined copy of the General Bylaw showing said amendments shall be made available on the Town's website for inspection.

or to take any other action in relation thereto.

**(Board of Selectmen)**

**ARTICLE 33.** To see if the Town will vote to amend the Town Bylaws Article 47 Animal Control Regulations, by deleting the Article in its entirety and replacing it to read as follows:

**ARTICLE 47. ANIMAL CONTROL REGULATIONS**

47.1. Purpose. Pursuant to the authority set forth in G.L. c. 140, §§ 136A-174E, inclusive, and any other relevant statutes and regulations issued pursuant thereto, this

section is adopted by the Town for the control and regulation of dogs within the Town.

47.2. Definitions. The definitions of words and terms set forth G.L. c. 140, § 136A are incorporated into Article 47 and shall be applicable herein.

47.3. Administration.

- a. The Board of Selectmen shall annually appoint an Animal Control Officer who shall be responsible for the enforcement of this bylaw and the General Laws relating to the regulation of animals.
- b. For purposes of this bylaw and G.L. c. 140, § 157, the Executive Director shall be the Hearing Authority.

47.4 Registration and License Requirements for Dogs.

- a. In accordance with G.L. c. 140, § 137, the owner or keeper of a dog six months of age or older, while residing in the Town of Wellesley, shall obtain a license (either individual or kennel) for the dog from the Town Clerk, which shall be affixed to the dog's collar. To obtain or renew a license, each dog owner or keeper shall annually present proof of a current rabies vaccination or a certification of exemption from the vaccination requirement, pursuant to G.L. c. 140, § 137(b) and 145B.
- b. All dogs within the Town shall be licensed and registered and the fees for such license and registration shall be established by the Town Meeting from time to time in accordance with G.L. c. 140, § 139. Fees for the issuance of licenses for dogs shall be:
 

1)	Males and Females:	\$20
2)	Neutered Males and Spayed Females:	\$12
3)	Service Animals as defined by the Americans with Disabilities Act or regulations promulgated thereunder:	No fee.
4)	Kennels with 4-6 Dogs:	\$75
5)	Kennels with 7-10 Dogs:	\$100
6)	Kennels with 11 or more Dogs:	\$150
- c. Dog owners and keepers shall renew each dog license annually. The annual licensing period runs from April 1 through March 31.
- d. Kennels. All kennels within the Town of Wellesley shall be licensed, operated, maintained and regulated in accordance with G.L. c. 140, §§ 137A-137D and any other applicable statute or regulation.

47.5. Policies and Procedures. The Selectmen shall from time to time adopt and publish such policies and procedures as they deem necessary to enforce the intent and purpose of this Bylaw.

#### 47.6. Conduct of Dogs.

- a. Nuisance and Dangerous Behavior. No dog owner or keeper shall permit the dog to become or remain a nuisance dog or a dangerous dog, as those terms are defined and used in G.L. c. 140, §§ 136A and 157.
- b. Leash Law. When not on the private property of its owner or keeper, or on private property with express permission of that property's owner, a dog shall be on a leash of not more than seven (7) feet.
- c. Dogs on Town Property. Any dog on the street or sidewalk in the Town of Wellesley shall be on a leash of not more than seven (7) feet. Any dog, while on any other property owned or controlled by the Town of Wellesley, shall remain under the control of its owner or keeper in the manner prescribed by the regulations promulgated by the board, commission or officer having authority or control of said property.
- d. Service Animals. The provisions of Articles 47.6.b and 47.6.c shall not apply to any properly trained assistance or service animal while performing its duties.

#### 47.7. Animal Control Officer.

- a. Complaint Investigation. The Animal Control Officer shall investigate all written complaints arising within the Town pertaining to violations of Article 47 and of G.L. c. 140, §§ 136A-174E and any relevant state or local regulations.
- b. Issuance of Temporary Restraint Orders. The Animal Control Officer may issue a Temporary Restraint Order to the owner or keeper of any dog that is alleged to be a nuisance dog or a dangerous dog and is awaiting a decision under Article 47.8. A Temporary Restraint Order shall be in force for no more than thirty (30) days unless the Animal Control Officer renews it in writing for a subsequent thirty (30) day periods. The Animal Control Officer may rescind or stop renewing the order when, in the Animal Control Officer's judgment, restraint is no longer required. The Animal Control Officer's order shall expire upon receipt of a decision from the Board of Selectmen on the nuisance dog or dangerous dog hearing.
- c. Issuance of Temporary Confinement Order. The Animal Control Officer may make arrangements for the temporary housing of any dog that requires such temporary housing, and may issue an Order of Temporary Confinement authorizing such temporary housing. The housing may be at local veterinary clinics, or at dog kennels within the Town or neighboring towns, and shall be at the dog owner's or keeper's expense.
- d. Record Keeping. The Animal Control Officer shall keep accurate, detailed records of the confinement and disposition of all dogs held in custody, all bite cases reported, and the results of investigations. The Animal Control Officer shall maintain a telephone log of all calls received regarding dogs and

submit a monthly report summarizing the log to the Board of Selectmen.

47.8. Nuisance or Dangerous Dog Hearings. Any person may file a complaint in writing to the Board of Selectmen that a dog owned or kept in the Town is a nuisance dog or a dangerous dog. All such complaints shall be investigated and addressed in accordance with G.L. c. 140 § 157.

47.9. Violations and Penalties.

- a. The failure of the owner or keeper of any dog or pet to comply with this bylaw or with any order of the Animal Control Officer or the Board of Selectmen shall be a violation of this bylaw.
- b. The failure of the owner or keeper of any dog to comply with the registration and license requirements provided in this Article 47 and in G.L. c. 140, §§ 136A-174E shall be in violation of this bylaw.
- c. In addition to any other remedy provided by law, this Article may be enforced by the Animal Control Officer, or any police officer of the Town, or the Board of Selectmen, through any means available in law or equity, including but not limited to criminal indictment in accordance with G.L. c. 40, § 21, noncriminal disposition in accordance with G.L. c. 40, § 21D and the Article 52.1, "Non-Criminal Disposition, as may be amended from time to time. When enforced in accordance with G.L. c. 40, § 21, the maximum penalty shall be \$300 and each day a violation exists shall constitute a separate violation.
- d. If the Animal Control Officer confines a dog and the dog owner or keeper does not pay all fees directly to the kennel or veterinary clinic, then the dog's owner or keeper shall be required to reimburse the Town for any expenses incurred in boarding that dog. If the dog has not been licensed, the owner or keeper shall obtain a license and pay any applicable fine before the dog can be released.
- e. Violation of Nuisance Dog or Dangerous Dog Order. An owner or keeper of a dog who fails to comply with an order of the Selectmen or district court issued pursuant to G.L. c. 140, § 157A shall be punished as provided in that statute;

or take any other action in relation thereto.

**(Board of Selectmen)**

**ARTICLE 34.** To see if the Town will vote to amend Article 49.19 of the Town Bylaws to allow the consumption of alcohol in Town buildings, but not public school buildings, by temporary license issued by the Board of Selectmen to a nonprofit organization, pursuant to Chapter 138 of the Massachusetts General Laws and Chapter 635 of the Acts of 1982, by deleting said Article in its entirety and replacing it with the following:

49.19. Possession and Use of Alcoholic Beverages. Drinking or possession of any alcoholic beverage, as defined in Chapter 138 of the Massachusetts General Laws, while in or upon

any Wellesley Public School building or grounds, or Town owned grounds, is prohibited. Drinking or possession of any alcoholic beverage while in a Town building is prohibited, except insofar as may be allowed by temporary license issued by the Board of Selectmen to a nonprofit organization pursuant to Chapter 138 of the Massachusetts General Laws and Chapter 635 of the Acts of 1982.

No person shall consume any alcoholic beverage, as defined above, on any public way or way to which the public has a right of access as invitees or licensees, including any person in a motor vehicle while it is in, on, or upon any public way or any way to which the public has a right of access as aforesaid, within the limits of the Town of Wellesley; and no person shall consume any alcoholic beverages, in, on, or upon any private land or place without the consent of the owner or person in control of such private land or place.

Any person who violates this section may be arrested by a police officer without a warrant.

All alcoholic beverages being used in violation of this sentence may be seized and held until final adjudication of the charge against any such person or persons has been made by the Court.

Whoever violates the provisions of this section shall be punished by a fine not exceeding fifty (50) dollars for such offense.

or take any other action in relation thereto.

**(Board of Selectmen)**

**ARTICLE 35.** To see if the Town will vote to amend the General Bylaws by deleting Article 52 in its entirety and replacing it to read as follows:

**ARTICLE 52. Bylaw, Rule or Regulation Violations, Non-Criminal Disposition**

A. Criminal complaint. Whoever violates any provision of these bylaws may be penalized by indictment or on complaint brought in the District Court. Except as may be otherwise provided by law and as the District Court may see fit to impose, the maximum penalty for each violation or offense brought in such manner shall be \$300.

B. Noncriminal disposition. Whoever violates any provision of these bylaws, the violation of which is subject to a specific penalty, may be penalized by a noncriminal disposition as provided in MGL C. 40, § 21D. The noncriminal method of disposition may also be used for violations of any rule or regulation of any municipal officer, board or department which is subject to a specific penalty.

Without intending to limit the generality of the foregoing, it is the intention of this provision that the following bylaws and sections of bylaws are to be included within the scope of this subsection, that the specific penalties, as listed herein, shall apply in such cases and that in addition to police officers, who shall in all cases be considered enforcing persons for the purpose of this provision, the municipal personnel listed for each section,

if any, shall also be enforcing persons for such section. Each day on which any violations exist shall be deemed to be a separate offense.

- (1) General provisions subject to enforcement under *M.G.L. c. 40, § 21D*:
- (a) Consumption of Marijuana (Article 49.19A).  
 [1] Enforcement agents: police officers.  
 [2] Fine schedule: first and subsequent offenses, three hundred dollars (\$300).
- (b) Regulation of Utility Poles Bylaw (Article 49.11A).  
 [1] Enforcement agents: Board of Selectmen.  
 [2] Fine schedule: first and subsequent offenses, three hundred dollars (\$300).
- (c) Water Supply Restrictions (Article 49.12b).  
 [1] Enforcement agents: police officers.  
 [2] Fine schedule: first offense, fifty dollars (\$50); second and subsequent offenses, one hundred dollars (\$100).
- (d) Mechanical Protection Devices (Article 49.28).  
 [1] Enforcement agents: Board of Fire Engineers and Board of Selectmen.  
 [2] Fine schedule: first and subsequent offenses, twenty dollars (\$20).
- (e) Temporary and Transient Vendor Bylaw (Article 49.33).  
 [1] Enforcement agents: Board of Selectmen.  
 [2] Fine schedule: first offense, one hundred fifty dollars (\$150); second and subsequent offenses, three hundred dollars (\$300).
- (f) Police Regulations (Article 49) not otherwise specified herein.  
 [1] Enforcement agents: police officers.  
 [2] Fine schedule: first and subsequent offenses, fifty dollars (\$50).
- (g) Animal Control (Article 47).  
 [1] Enforcement agents: Animal Control Officer.  
 [2] Fine schedule:  
 i. For violations of the requirements proof of a current rabies vaccination or a certification of exemption from the vaccination requirement: first and subsequent offenses, one hundred dollars (\$100).  
 ii. For violations of the licensing requirements of individual dogs: fifty dollars (\$50) for each unlicensed dog.  
 iii. For violations of Articles 47.6.b and 47.6.c: first offense, fifty dollars (\$50); second offense, one hundred dollars (\$100); third and subsequent offenses, three hundred dollars (\$300).  
 iv. All other violations of Article 47, not described in i. through iii., above: first offense, one hundred dollars (\$100); second

offense, two hundred dollars (\$200); third and subsequent offenses, three hundred dollars (\$300).

- (2) Rules and regulations of the Board of Health subject to enforcement under *M.G.L. c. 40, § 21D*:
- (a) Abrasive Blasting Regulations (Chapter XVII).
    - [1] Enforcement agents: Board of Health agents.
    - [2] Fine schedule: first offense, two hundred dollars (\$200); second and subsequent offenses, three hundred dollars (\$300).
  - (b) Animal Regulations (Chapter XVI) – keeping a feral animal.
    - [1] Enforcement agents: Board of Health agents.
    - [2] Fine schedule: first and subsequent offenses, fifty dollars (\$50).
  - (c) Animal Regulations (Chapter XVI) – general.
    - [1] Enforcement agents: Board of Health agents.
    - [2] Fine schedule: first and subsequent offenses, twenty-five dollars (\$25).
  - (d) Food Service Regulations (Chapter I) - general.
    - [1] Enforcement agents: Board of Health agents.
    - [2] Fine schedule: first offense, fifty dollars (\$50); second offense, one hundred dollars (\$100); third offence, two hundred dollars (\$200); fourth and subsequent offenses, three hundred dollars (\$300).
  - (e) Food Service Regulations (Chapter I) – Remodeling without a permit.
    - [1] Enforcement agents: Board of Health agents.
    - [2] Fine schedule: first and subsequent offenses, two hundred dollars (\$200).
  - (f) Food Service Regulations – Addition of food service operation.
    - [1] Enforcement agents: Board of Health agents.
    - [2] Fine schedule: first and subsequent offenses, one hundred fifty dollars (\$150).
  - (g) Housing Regulations (Chapter II) – General.
    - [1] Enforcement agents: Board of Health agents.
    - [2] Fine schedule: first and subsequent offenses, one hundred fifty dollars (\$150).
  - (h) Nuisance Regulations (Chapter III).
    - [1] Enforcement agents: Board of Health agents.
    - [2] Fine schedule: first offense, fifty dollars (\$50); second offense, one hundred dollars (\$100); third offence, two hundred dollars (\$200); fourth and subsequent offenses, three hundred dollars (\$300).
  - (i) Pool Regulations (Chapter XII).
    - [1] Enforcement agents: Board of Health agents.

- [2] Fine schedule: first and subsequent offenses, two hundred dollars (\$200).
- (j) Rubbish Regulations (Chapter VI).
  - [1] Enforcement agents: Board of Health agents.
  - [2] Fine schedule: first and subsequent offenses, two hundred dollars (\$200).
- (k) Hazardous Waste Regulations.
  - [1] Enforcement agents: Board of Health agents.
  - [2] Fine schedule: first and subsequent offenses, two hundred dollars (\$200).
- (l) Tobacco Regulations (Chapter XVIII).
  - [1] Enforcement agents: Board of Health agents.
  - [2] Fine schedule: first offense, one hundred dollars (\$100); second offence, two hundred dollars (\$200); third and subsequent offenses, three hundred dollars (\$300).
- (m) Sewage Regulations (Chapter V) - general.
  - [1] Enforcement agents: Board of Health agents.
  - [2] Fine schedule: first offense, one hundred dollars (\$100); second offence, two hundred dollars (\$200); third and subsequent offenses, three hundred dollars (\$300).
- (n) Sewage Regulations (Chapter V) – Installing well without a permit.
  - [1] Enforcement agents: Board of Health agents.
  - [2] Fine schedule: first and subsequent offenses, two hundred dollars (\$200).
- (o) Sewage Regulations (Chapter V) – Installing well without an installer’s permit.
  - [1] Enforcement agents: Board of Health agents.
  - [2] Fine schedule: first and subsequent offenses, two hundred dollars (\$200).
- (p) Sewage Regulations (Chapter V) – Use of unauthorized chemicals.
  - [1] Enforcement agents: Board of Health agents.
  - [2] Fine schedule: first and subsequent offenses, two hundred dollars (\$200).
- (q) Operation without a required permit or license.
  - [1] Enforcement agents: Board of Health agents.
  - [2] Fine schedule: first offense, two hundred dollars (\$200); subsequent days on which the violation continues, fifty dollars (\$50).
- (r) Well drilling without a permit (Chapter X).
  - [1] Enforcement agents: Board of Health agents.
  - [2] Fine schedule: first offense and subsequent offenses, three hundred dollars (\$300).

- (s) Illegal Dumping (Chapter VII).
  - [1] Enforcement agents: Board of Health agents.
  - [2] Fine schedule: first offense and subsequent offenses, three hundred dollars (\$300).
- (t) Disposal of Refuse Violations (Chapter VI).
  - [1] Enforcement agents: Board of Health agents.
  - [2] Fine schedule: first offense and subsequent offenses, two hundred dollars (\$200).
- (u) Lead Paint Removal Violations (Chapter XV).
  - [1] Enforcement agents: Board of Health agents.
  - [2] Fine schedule: first offense and subsequent offenses, one hundred dollars (\$100).
- (v) Body Art (Chapter XIX).
  - [1] Enforcement agents: Board of Health agents.
  - [2] Fine schedule: first offense and subsequent offenses, one hundred dollars (\$100).
- (w) Plastic Bag Bylaw (Article 34.5C).
  - [1] Enforcement agents: Board of Health agents.
  - [2] Fine schedule: first offense, fifty dollars (\$50); second and subsequent offenses, one hundred dollars (\$100).
- (x) Rules and regulations of the Board of Health - not otherwise specified herein.
  - [1] Enforcement agents: Board of Health agents.
  - [2] Fine schedule: first offense, twenty-five dollars (\$25); second offense, fifty dollars (\$50); third and subsequent offenses, one hundred dollars (\$100).

or take any other action in relation thereto.

**(Board of Selectmen)**

## CITIZEN PETITIONS

**ARTICLE 36.** To see if the Town will vote amend the Zoning Map of the Town of Wellesley, Massachusetts by rezoning the following properties, as specified:

- A. To rezone the parcel located at 170-184 Worcester Street (Assessor's Parcel ID# 15-1), totaling approximately 32,986 square feet, from the Business District and Single Residence District and 15,000 Square Foot Area Regulation District to the Business District in its entirety;
- B. To rezone the parcel located at 7 Burke Lane (Assessor's Parcel ID# 10-43), totaling approximately 19,116 square feet, from the Business

District and Single Residence District and 15,000 Square Foot Area Regulation District to the Single Residence District A in its entirety;

Or, take any action relative thereto.

**(Citizen Petition)**

**ARTICLE 37.** To appropriate the sum of \$15,000 (Fifteen Thousand Dollars) per fiscal year to the Town Clerk for the installation, maintenance, and operation of an electronic voting system to be used in all Town Meeting sessions. That the Town Clerk is authorized to take all action necessary to carry out this project, and that said sum shall be available upon this motion becoming final following dissolution of this Town Meeting.

**(Citizen Petition)**

### GENERAL

**ARTICLE 38.** To see if the Town will vote to rescind authorized and unissued loans, to authorize the transfer of unused proceeds from previously issued loans to one or more eligible appropriations, and/or to amend existing borrowing authorizations on unissued debt authorized prior to November 7, 2016, in order to allow the use of premiums for project costs and to reduce the amount of the borrowing so authorized in accordance with Section 20 of Chapter 44 of the Massachusetts General Laws, as amended by Section 67 of Chapter 218 of the Acts of 2016, as follows:

- 1) Amounts to be rescinded:

<i>Town Meeting Vote</i>	<i>Project</i>	<i>Total Debt Authorization</i>	<i>Amount to be Rescinded</i>
Art. 15, March 27, 2014, ATM	Fuller Brook	\$970,205.00	\$169,039.54
Art. 21, March 21, 2012, ATM	Bacon Street	\$480,000.00	\$380,000.00
Art. 5, October 27, 2014, STM	MiddleSchool Windows	\$4,909,300.00	\$28,325.00
Art. 16, March 27, 2014 ATM	Police/Fire HVAC	\$1,403,280.00	\$18,280.00

- 2) Unused proceeds to be transferred and to rescind a like amount of debt in project to be supplemented:

<i>Town Meeting Vote</i>	<i>Original Project</i>	<i>Amount to be Transferred</i>	<i>Project to be Supplemented</i>	<i>Town Meeting Vote</i>
Art. 15, 2014 ATM	Fuller Brook	\$100,000.00	Cliff Road	Art. 20, 2017 ATM
Art. 21, 2012 ATM	Bacon Street	\$63,983.69	Cliff Road	Art. 20, 2017 ATM
Art. 5, 10/20/08 STM	High School	\$230,243.82	Tolles-Parson	Art. 24.1, 2016 ATM
Art. 2.1, 6/13/12 STM	St. James	\$473,766.95	Tolles-Parson	Art. 24.1, 2016 ATM
Art. 4, 6/13/12 STM	Morse Pond	\$66,924.69	School Security	Art. 18, 2017 ATM

or to take any other action in relation thereto.

**(Board of Selectmen)**

**ARTICLE 39.** To see if the Town will vote, as authorized by Section 9 of Chapter 258 of the General Laws, to indemnify Town Board members, officers, officials and employees from personal financial loss, all damages and expenses, including legal fees and costs, if any, in an amount not to exceed \$1,000,000, arising out of any claim, action, award, compromise, settlement or judgment by reason of an intentional tort, or by reason of any act or omission that constitutes a violation of the civil rights of any person under any federal or state law, if such employee or official, at the time of such intentional tort or such act or omission, was acting within the scope of his official duties or employment, and to raise and appropriate, transfer from available funds, or borrow a sum of money therefor, or to take any other action in relation thereto.

**(Board of Selectmen)**

**ARTICLE 40.** To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money, to be expended under the direction of the Board of Selectmen, for the purpose of paying expenses related to the settlement of claims, actions and proceedings against the Town, or to take any other action in relation thereto.

**(Board of Selectmen)**

**ARTICLE 41.** To see if the Town will vote to authorize the Board of Selectmen, on behalf of the Town, to dispose of tangible Town property having a value in excess of \$10,000, on such terms as it may deem advisable, or to take any other action in relation thereto.

**(Board of Selectmen)**

**ARTICLE 42.** To see if the Town will vote to authorize the Board of Selectmen to appoint one or more of its members as a fire engineer, or to take any other action in relation thereto.

**(Board of Selectmen)**

And you are directed to serve this Warrant by posting attested copies in not less than two conspicuous places in the Town and by causing this warrant to be posted to the Town of Wellesley website (www.wellesleyma.gov) at least seven days before the date on which the meeting is to be held.

Hereof fail not and make due return of this Warrant and your doings thereon unto the Town Clerk at or before the time of holding said meeting.

Given under our hands this \_\_\_\_<sup>th</sup> of January 2018.

\_\_\_\_\_  
Ellen F. Gibbs, Chairman

\_\_\_\_\_  
Jack Morgan, Vice-Chair

\_\_\_\_\_  
Marjorie R. Freiman, Secretary

\_\_\_\_\_  
Thomas H. Ulfelder

\_\_\_\_\_  
Elizabeth Sullivan Woods

A true copy, \_\_\_\_\_  
Attest: Constable, Town of Wellesley

COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

Wellesley, MA January \_\_\_\_, 2018

I have this date caused the within warrant to be served by posting two copies in two conspicuous places in the Town, i.e., the Town Hall and Wellesley Square, and causing the warrant to be posted to the Town of Wellesley website.

---

Constable, Town of Wellesley



## 7. Executive Director's Update

- Approval of minutes – we are trying to catch up on minutes and so we plan to include the minutes from December 11<sup>th</sup> in your packet for review. If folks are able to read them and comment back hopefully they will be ready for approval next week.

**MOVE** to approve the minutes of the December 11, 2017 meeting.



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

**MEMORANDUM**

DATE: January 26, 2018  
TO: Board of Selectmen  
FROM: Blythe C. Robinson, Executive Director  
SUBJECT: Weekly Report

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

- We had a meeting with the architect and OPM for the Town Hall project Monday morning to discuss the logistics of the exterior renovation project. We discussed parking, the staging of the project, security fencing, staging, access, noise, concerns we should address with the NRC and others. The architect and OPM has also met with NRC staff and plans to attend one of their upcoming meetings to discuss further.
- Somewhat related to the Town Hall project, we've approached building staff about implementing summer hours again this summer. As you recall, we were open for a longer day on Tuesdays until 6 PM, and closed on Friday afternoons beginning at noon. It might be particularly advantageous to do so again this year, as there will be some indoor work on ADA issues that the contractor could benefit having the building vacant for a longer period of time once a week.
- Tom Harrington and I attended the meeting that Rep. Alice Peisch arranged with the staff in the Public Records office on Tuesday. It was very interesting to learn their position on how they interpret the language of the statute, and that they too have been receiving a large number of public records requests from the same person who has sent over 250 to the Town. We discussed how we can improve the process of responding to records requests, and provided Rep. Peisch with some thoughts on amending the statute in the future should there be interest in doing so.

- As you know, we were successful in receiving two special grants in the State budget this year for the Central Square Wayfinding signage project, and the Brook path improvements. Rep. Peisch has suggested to me that we ought to consider another request for the FY19 budget. I am going to discuss this with Department Heads, and if you have any ideas for projects or opportunities up to about \$50,000 that we'd like to accomplish, please let me know so we can consider all the ideas before making a decision on what to submit.
- As a follow up to the early real estate tax collections, you may recall that we stopped taking payments for a portion of FY19 when it was clarified for us that we could not do so. We stopped taking these payments that people brought into the office, however we were not able to prevent payments on line, mailed or put in the drop box. As a heads up, letters went out this week to a number of residents who did try to pay a portion of next year. Having said that, prior to that we had already collected \$2,868,510.19.
- Included in your correspondence is a spreadsheet depicting state revenue over the last few years as well as the amounts included in the Governor's proposed budget. This budget would provide an additional \$463,457 over our current projections. This is great news, but we also know that the House and Senate need to take action, and things could change before final passage. We'll keep our eye on this as we make final decisions at the end of March.
- The Audit Committee met this week and after interviewing two firms made the decision to stay with Powers & Sullivan, however with a new manager of the account. I indicated to the chair that I'd like the opportunity to work with the new team to approach our account with a fresh set of eyes and learn how things are run in Wellesley.
- Meghan sent in to Mass Housing the Town's request for a 30-day extension for the Town's comments on the purposed project at 818-822 Worcester Street.
- I ran into the outgoing Town Manager of Framingham at the MMA meeting last week who wanted to let me know how wonderful the Fuller Brook path is. Evidently he is a jogger who gets together with others in Town here and runs it regularly – he wanted to let us know he thought the Town did a great job!

1 **Board of Selectmen Meeting: December 11, 2017**

2 **Present: Gibbs, Morgan, Freiman, Ulfelder, Sullivan Woods**

3 **Also Present: Robinson, Jop**

4 **Minutes Approved:**

5  
6 **Warrants approved: 2018-022 in the amount of \$3,786,851.75**

7  
8 **Meeting Documents:**

- 9 1. Agenda
- 10 2. Agenda Background Memorandum
- 11 3. BOS Calendar
- 12 4. Draft Bylaw on Recreational Marijuana
- 13 5. Draft Bylaw on Alcohol in Town Buildings
- 14 6. Audit Committee PowerPoint presentation on Audit of the Towns Finances for FY17
- 15 7. Comprehensive Annual Financial Report (CAFR), Management Letter, and Federal Single Audit
- 16 8. Memos and Emails related to Traffic Update
- 17 9. Memo from New Era Fund regarding TPC donations
- 18 10. Policy Statement RE: Name of Public Assets
- 19 11. Executive Director Weekly Report
- 20 12. Minutes from October 30, 2017
- 21 13. Minutes from November 7, 2017
- 22 14. Spreadsheet Outlining Gifts to COA
- 23 15. Board of Selectmen Gift Policy
- 24 16. Boston Marathon Charity Summary of Entries
- 25 17. October/November Veterans District Report
- 26 18. Letter from Mr. Cave 148 Weston Road 40B Project
- 27 19. Notice of Public Hearing National Grid Rate Increase
- 28 20. SEC Local Food Rescue Program to Donate Thousands of Meals
- 29 21. Letter RE: Morses Pond Parking Lot

30  
31 **1. Call to Order & Citizen Speak**

32  
33 Ms. Gibbs, Chair, called the Board of Selectmen meeting to order at 6:34 PM. She thanked the  
34 Wellesley's 3R working group, on the collaborative food rescue initiative. They have donated an  
35 estimated 20,000 meals through the Cambridge, MA based non-profit, Food for Free.

36  
37 Citizen's Speak

38  
39 None.

40  
41  
42 **2. Discuss Proposed Recreational Marijuana Bylaw**

43  
44 Mr. Morgan invited Chief Pilecki and Town Counsel, Mr. Tom Harrington to join the meeting. Mr.  
45 Morgan reviewed the recreational marijuana ballot question from November 2016, noting that the Town  
46 voted against the provision. He noted this is separate from medical marijuana laws. In summer 2017 the  
47 legislature amended the laws for Towns that voted against the recreational marijuana initiative to allow  
48 for towns through Town Bylaw to ban recreational marijuana establishments. In consultation with Chief  
49 Pilecki, Mr. Harrington has drafted an article for the Warrant for the Town Meeting for the Board to  
50 consider.

51

52 Chief Pilecki stated that he agrees with banning recreational marijuana.  
53

54 Mr. Harrington explained that the Town voted against the provision. The Town put a moratorium in  
55 place, while waiting for the State to provide next steps. In July 2017, that State issued Chapter 55 which  
56 gave the Town a road map on prohibiting or allowing recreational marijuana. The Town can move  
57 directly to a zoning bylaw prohibition given the Town voted against question 4 in 2016. Mr. Harrington  
58 drafted a warrant article that would insert a definition of a marijuana establishment into the bylaw and  
59 then ban it in restrictions effecting all districts. This would require a 2/3 vote of Annual Town Meeting.  
60 If approved at ATM, it would then go to the Attorney General's office for approval.  
61

62 Mr. Morgan asked if there is a sunset provision on this bylaw amendment. Mr. Harrington confirmed that  
63 as long as they get approval by December 31, 2019 the bylaw method is able to be used and would be in  
64 effect moving forward.  
65

66 Mr. Ulfelder asked are we not allowed to ban Registered Marijuana Dispensaries. Mr. Harrington noted  
67 that we are not allowed Registered Marijuana Dispensaries.  
68

69 Ms. Freiman noted she was in support of this initiative. She noted that marijuana remains a federally  
70 controlled substance.  
71

72 Ms. Sullivan Woods noted she was also in favor.  
73

74 **Upon a motion by Ms. Freiman and seconded by Mr. Morgan, the Board voted (5-0) to include the**  
75 **bylaw as presented regarding recreational marijuana on the Warrant for the 2018 Annual Town**  
76 **Meeting.**  
77

### 78 **3. Discuss Proposed Alcohol in Town Building Bylaw** 79

80 Mr. Morgan noted that there have been long discussions as to whether the Town should allow under  
81 certain circumstances the service and consumption of alcohol in Town buildings. Mr. Morgan and Ms.  
82 Sullivan Woods have reached out to boards to discuss the possibility to allow special restricted licenses to  
83 allow alcohol at functions in town buildings and the results were positive.  
84

85 Chief Pilecki discussed the type of professionalism he was seeking for the service of alcohol in town  
86 buildings. He noted that he does oppose alcohol in the School buildings. He also wants to ensure that for  
87 approved functions the bartenders are all tip certified and not employees of the Town.  
88

89 Mr. Morgan noted the proposal currently allow for service of alcohol at functions in buildings and outside  
90 on Town grounds. Chief Pilecki suggested that before the Town allows for beer and wine at outside  
91 functions at places such as Hunnewell Field, the Town should see how it goes with the Town buildings  
92 first. He stated he is concerned with the control with service of alcohol in outdoor locations.  
93

94 Mr. Harrington discussed the one-day license process. He noted that Wellesley has modified the alcohol  
95 regulations through a special act and not by adopting Chapter 138 of the MA General Laws. He noted  
96 that the Town may want to think about adopting Chapter 138, instead of the special act. The ABCC is  
97 tied into Chapter 138. He noted for other communities, the more rural the town, the more likely it is that  
98 town buildings are used for functions that allow for alcohol to be served.  
99

100 Ms. Robinson noted that they have compiled a list of abutting properties. Not all Town's limit the use to a  
101 non-profit use. Some communities do allow it for commercial purposes such as weddings. Mr. Harrington

102 stated that the reason the Town of Wellesley is limited to offering the one-day license to non-profits only  
103 is that is what is stated in the 1982 Special Act.

104  
105 Mr. Morgan noted that all of the adjacent communities allow for the service of alcohol in town buildings.  
106

107 Ms. Sullivan Woods reported on other boards. NRC and Schools are respectful of the guidance from the  
108 Chief of prohibiting service in school buildings and outdoor space. The Board of Health and the Library  
109 Trustees support the bylaw as outlined here to allow service with a one-day license. Both Recreation and  
110 NRC down the road may be interested in outdoor space licenses.

111  
112 The Board agreed to have staff generate a draft set of regulations.  
113

114 Mr. Ulfelder asked why did we not include the Police and Fire stations restrictions in the bylaw. Mr.  
115 Morgan stated to set that up in the regulations. The schools seemed appropriate to specifically exclude  
116 and would only be able to be changed at Town Meeting.  
117

118 Ms. Sullivan Woods noted that the request to approve the licenses can only rest with the Board of  
119 Selectmen.  
120

121 Ms. Freiman agreed in theory, but interested to know the volume of special licenses issued to non-profits  
122 in neighboring towns. Ms. Jop noted that we can address the amount of licenses in the regulations.  
123

124 **Upon a motion by Ms. Freiman and seconded by Mr. Morgan, the Board voted (5-0) to include the**  
125 **bylaw as amended regarding alcohol in Town Buildings on the Warrant for the 2018 Annual Town**  
126 **Meeting.**

127  
128 **4. Audit Committee Update**  
129

130 In attendance were members of the Audit Committee; Mr. Larry Ptzing, Chair, Mr. Peter Cory, Ms. Laura  
131 McDonnell, Mr. Steve St. Thomas, Mr. Phil Laughlin, as well as Ms. Sheryl Strother, Finance Director,  
132 and Mr. Jim Powers, Mr. Mike Sullivan, Partners in the firm of Powers & Sullivan, LLC.  
133

134 Mr. Ptzing reviewed the Audit Report. He noted that there were unqualified opinions for all reports  
135 except for the School Report which will be issued later in January or February. Given past Management  
136 Letter comments on the Schools there has been a lot of work and improvements have been made  
137 regarding processes and controls in the schools. This year there were no comments regarding the Schools  
138 processes and controls in the management letter.  
139

140 Mr. Ptzing noted that the Town is going through an RFP process for an auditor for the next three years.  
141 He noted that Powers and Sullivan did submit. The RFPs went out recently and responses are due January  
142 4, 2018 and will be reviewed on January 8th.  
143

144 On the Management Letter there was a comment regarding the timeliness on OPEB and actuarial pension,  
145 noting that there was almost a missed financial reporting deadlines. Management will work with  
146 actuaries to establish deliverable dates so as to no have this issue going forward. There were two other  
147 comments noted regarding documentation of internal control using the COSO framework. Management  
148 is working to updating the internal control documentation to be compliance with this requirement. There  
149 were some informational comments on GASB related to the OPEB standards. Overall it was a good year.  
150

151 Ms. Freiman asked if the Internal Control system was Town-wide control and what does that relate to.  
152 Mr. Ptzing confirmed that it is town-wide.

153  
 154 Ms. Sullivan Woods asked what is COSO and what should we be doing to make the documentation  
 155 better. Mr. Ptzing noted that COSO is an enhanced documentation of controls, not a short coming. This  
 156 documentation originally was only to extend over federal grants, however it will now extend further. It  
 157 was noted that there are not material weaknesses or significant deficiencies of internal controls.  
 158

159 Ms. Gibbs asked if there were any thoughts on the transition of Judy Belliveau's position with her  
 160 retirement. It was noted that there is a strong transition team in place and this is an opportunity.  
 161

162 Ms. Freiman stated that it is good to see that the comments are things that can be handled. She noted the  
 163 showing of our OPEB liability will put us in a favorable light when compared with other towns in the  
 164 Commonwealth.  
 165

166 Ms. Gibbs stated that the Board is ready to approve the report and to look forward to next year's  
 167 evaluation.  
 168

#### 169 **5. Executive Director's Update**

170  
 171 Given that the meeting was ahead of schedule, the Board decided to take up the Executive Director's  
 172 Update that was scheduled later in the agenda. Ms. Robinson that the Town Report is available to pick up  
 173 at Town Hall for anyone interested in a copy. It is also posted on the website.  
 174

#### 175 Approve Minutes

176  
 177 **Upon a motion by Ms. Freiman and seconded by Mr. Morgan, the Board voted (5-0) to approve the**  
 178 **regular session minutes of October 30, 2017 and November 7, 2017.**  
 179

#### 180 Accept Gifts

181  
 182 **Upon a motion by Ms. Freiman and seconded by Mr. Morgan, the Board voted (5-0) that the Board**  
 183 **accepts the following donations to the Council on Aging:**  
 184

185 <b>Friends of Wellesley COA:</b>	<b>\$1,272.00</b>	<b>October Senior Lunch Program</b>
186 <b>Beth Shedd:</b>	<b>\$ 525.00</b>	<b>Professional photography services</b>

#### 188 **6. Quarterly Traffic Update**

189  
 190 The Board was joined by the Traffic Committee including staff from DPW, Terry Connolly, Deputy  
 191 Director, and Chief Pilecki.  
 192

#### 193 **Traffic Regulation Amendment Public Hearings**

#### 194 Add No Parking along a portion of Clovelly Road (7:35 pm)

195  
 196  
 197 Mr. Connolly reviewed the request to allow for two-hour parking and no parking that was proposed by  
 198 residents. The traffic committee had received emails from neighbors of a concern of a habitual parker for  
 199 long periods of the day. The concern was that cars than have to pass parked cars as they approach Abbott  
 200 Street. Chief Pilecki noted no issues with the signage that was a neighborhood request.  
 201

202 Mr. Tom Engles, 9 Clovelly, came before the Board to address his concerns noting this is a problem they  
 203 have had with increasing intensity. He noted that periodically people park to use the post office and the  
 204 train station. There is a safety issue for people at 43 Abbott due to their location of their driveway.  
 205

206 Mr. Russell Gentry, 19 Clovelly, came before the Board to extend his support for the request to reduce the  
 207 ability to park on this road. His question is whether signs are being posted, and if so can an advisory sign  
 208 to alert people to slow down also be installed. This is a cut through street and people come off quite fast.  
 209

210 Chief Pilecki noted that the Traffic Committee can look at installing those signs.  
 211

212 Mr. Morgan noted that he lives further up on Abbott Road. He stated that there is a grade on the road, and  
 213 a sign would be appropriate on the downward direction.  
 214

215 **Upon a motion by Ms. Freiman and seconded by Mr. Morgan, the Board voted (5-0) to amend the**  
 216 **Town of Wellesley Traffic Regulations by adding to:**  
 217

218 **SCHEDULE I – NO PARKING**  
 219

<u>LOCATION</u>	<u>SIDE</u>	<u>FROM</u>	<u>TO</u>
Clovelly Road	Northerly	Abbott Road	A point opposite Caroline Street

224 **SCHEDULE I – 2 HOUR PARKING**  
 225

<u>LOCATION</u>	<u>SIDE</u>	<u>FROM</u>	<u>TO</u>	
Clovelly Road	Southerly	Abbott Road	Caroline Street	7am – 5pm

229 Add 15 Minute Parking on Washington Street at Denton (7:40 pm)  
 230

231 Mr. Connolly reviewed the request for 15 Minute Parking in front of St. Andrews Church on Washington  
 232 Street at Denton Street. This would be going both easterly and westerly 15 minutes parking to  
 233 accommodate the Montessori school drop off. The neighbors wants no parking Mon-Friday. The proposal  
 234 is a compromise between the school and the neighbors.  
 235

236 Mr. Morgan asked what is the current parking situation. It was confirmed that currently there is no  
 237 parking at this location, however it is generally not enforced. The neighbors are requesting an actual  
 238 solution.  
 239

240 Chief Pilecki noted accident data was reviewed and there was no correlation of accidents with parking in  
 241 front of the church. Mr. Connolly reviewed the history of the parking with the church. Chief Pilecki  
 242 further noted this area is similar to school parking issues elsewhere in town, where there is a rush in the  
 243 morning and a rush in the afternoon. The goal is to manage the chaos of this rush.  
 244

245 Ms. Kimberly O'Sullivan, Denton Road, came before the Board to bring up a few issues. She noted that  
 246 when exiting her street onto Washington Street, cars are parked the whole length of the street which does  
 247 not allow for visibility of the cars traveling fast down Washington Street. She suggested to allow egress  
 248 with visibility there should be no parking for 1/3 of the walkway. She noted that in regards to accidents  
 249 in that area, she has nearly been hit multiple times. She noted that the Montessori School is not like a  
 250 regular school. They have two sessions in the morning and afternoon as well as pick up times that extend  
 251 to 6:00 PM. This lends to people coming throughout the day. She believes that it would not be effective  
 252 to put in meters. The parking needs to be for the school and the church. She further noted that on

253 Washington for people turning left before the school, it would be helpful to put a line to turn it into two  
254 lanes.

255  
256 Chief Pilecki noted that there would be no parking within 20 feet of the intersection. They are not  
257 planning on placing meetings, rather a sign only.

258  
259 Ms. Kim Mare, 66 Denton Road, came before the Board to voice her concern of the parking changes. She  
260 noted that the parents when parked line up so they are almost directly in front of the parking lots. She  
261 noted that there are accidents in this area because of the confusion. It is difficult to see when you are  
262 coming out onto Washington Street. She noted that her neighbors and her are concerned about the  
263 parking in front of the parking lot. She is concerned that the 15-minute parking will not be enforced. She  
264 noted that they do not want the change as they do not like the lack of visibility.

265  
266 Mr. Steven Mare, 66 Denton Road, noted this is a complicated intersection. During the winter there is  
267 limited visibility. He noted that he opposes the request for 15-minute parking in front of the church. He  
268 noted there is currently no enforcement and is concerned that there will continue to be no enforcement.  
269 He noted that the parents leave their cars parked on the street while inside the church. The church lot is  
270 always empty as well as a Town lot also has vacancies from time to time.

271  
272 Mr. David Himmelberger, 387 Linden Street, came before the Board noting he is a former Montessori  
273 parent. He noted that the Town allows parking along Washington Street further down on both side. It  
274 seems that the residents in the area further down are able to get out onto Washington Street. He feels that  
275 it is difficult to say access to Washington Street is an impossibility. He noted that the cars are standing in  
276 a pickup line, where the school brings the child out to the car and picks up from car. This would be hard  
277 to enforce given it is not parking, rather standing. Pulling in to pick someone up may not constitute  
278 parking, but rather mean standing only. During the primary pick up you are not allowed to get out of your  
279 car and go into the building. It seems to make sense to post no parking, standing only and change the  
280 Bylaw to allow for standing.

281  
282 Mr. Ted Georno, 55 Denton Road, came before the Board to address his concerns, noting this is a  
283 dangerous intersection and is made more dangerous from parking. He noted the area of Cottage St and  
284 Denton Road is especially difficult. Cars are coming down Washington Street with a lot of speed. There  
285 is also a crosswalk right there which cannot be seen until you are well into the area. He noted that there is  
286 plenty of parking in the neighborhood that does not involve parking on Washington Street. He further  
287 noted that he feels Sunday morning is the difficult time and he would advocate for a police officer there  
288 during that time. He would not support 15-minute parking in this area.

289  
290 Mr. Morgan suggested we have a neighborhood meeting to discuss the options and see how we can come  
291 to a creative solution.

292  
293 Add day and time to Hilltop Road No Parking (7:45 pm)

294  
295 Mr. Connolly reviewed the request, noting that it was approved in 2016, however the day/time restriction  
296 was not included at that time. The neighbors would like to have the daytime restriction added to include  
297 9:00-6:00 PM.

298  
299 Ms. Colette AuFranc, 5 Hilltop Road, came before the Board to say thank you for the help in the past. The  
300 sign has corrected the issue of the employees parking on the street. She would like to have the details of  
301 the time added so that the neighborhood is able to utilize the street parking.

302

303 **Upon a motion by Ms. Freiman and seconded by Mr. Morgan, the Board voted (5-0) to amend the**  
 304 **Town of Wellesley Traffic Regulations by adding to:**

305  
 306 **SCHEDULE I – NO PARKING**

307	308	309	310	311	312	313
	<b>LOCATION</b>	<b>SIDE</b>	<b>FROM</b>	<b>TO</b>		
	<b>Hill Top Road</b>	<b>East</b>	<b>Linden Street</b>	<b>A point 140' north</b>		
		<b>West</b>	<b>Linden Street</b>	<b>A point 210' north</b>		
			<b>Monday – Saturday</b>			
			<b>9:00am – 6:00pm</b>			

314 Add Special Regulation Chapter 90 §18, 230 Worcester Street (7:50 pm)

315  
 316 Mr. Connolly reviewed the request from Harvard Vanguard. They have asked to have a police enforced  
 317 stop sign located on their property at 230 Worcester Street.

318  
 319 Ms. Linda Oliver Grace, practice administrator at Harvard Vanguard, came before the Board to address  
 320 her concerns. She noted that there was an accident recently with a Wellesley Toyota employee. She noted  
 321 that they have 175,000 patients per year and want the sign to ensure their safety. She noted that Mr. Ko,  
 322 the owner of Wellesley Toyota is in full support of the stop sign.

323  
 324 **Upon a motion by Ms. Freiman and seconded by Mr. Morgan, the Board voted (5-0) to approve**  
 325 **special regulations (MGL c.90 s18) for the stop sign in the private parking lot at 230 Worcester**  
 326 **Street per request of the property owner, Harvard Vanguard Medical Associates.**

327  
 328 Presentation of Concepts for Great Plain Avenue/Wellesley Ave. Redesign

329  
 330 Mr. Mike Regan from VHB the Town's traffic consultant, joined the Board to present the concepts for the  
 331 Great Plain Avenue/ Wellesley Avenue redesign. He was joined by Niki Hastings, Senior Planner &  
 332 project manager for this study.

333  
 334 Ms. Hastings provided an update on the current study. This is an unconventional intersection averaging  
 335 more than 15 crashes per year. She went through when the data was collected at all the approaches, noting  
 336 data of the vehicles approaching and how they traverse through the intersection so they can understand  
 337 the volumes. They looked at crash research, noting 70 of the crashes occurred at the Wellesley Ave and  
 338 Great Plain Avenue intersection. The majority of the crashes were weekday, off peak. The existing  
 339 traffic volumes show the heaviest movement from Great Plain Avenue heading westbound.

340  
 341 She noted that in October/November they developed a few concepts. First is a modern roundabout, which  
 342 is generally a circular shape with counter clockwise circulation. All vehicles have to yield to vehicles  
 343 circulating. This forces cars to slow down and yield to traffic, thus reducing the amount of conflict points.  
 344 As for pedestrians and bicyclists, they would not cross through the middle. The bikes could walk the bike  
 345 as a pedestrian or go through as the rotary as a car would. The concept shows the roundabout option for  
 346 the current space. She noted that the green space gets a little bigger to slow cars down. This works  
 347 within the right of way width. She noted that there is no equipment as part of this proposal such as a  
 348 signal. There is one lane that is a slip lane to Wellesley Avenue with a grass barrier separation. They  
 349 tested this option and projected growth, noting this concept works.

350  
 351 Ms. Freiman asked about the new green space and whether it was private property. Mr. Regan noted that  
 352 this concept has no private property impacts.

353

354 Ms. Sullivan Woods asked how does the slip lane work with the roundabout. Ms. Hastings noted that the  
355 slip lane traffic would have to yield to traffic coming out of the roundabout. This option maintains much  
356 of the original circle that is out there currently.

357  
358 Ms. Freiman asked what is the transition period for construction and the change. Chief Pilecki noted that  
359 there would be signs posted of new traffic pattern ahead and police officers would be present.

360  
361 Ms. Jop noted that this project would be a capital project. There would be a public campaign at Town  
362 Meeting as well as notice given and an education campaign.

363  
364 Mr. Morgan asked if this type of project would be eligible for grant funding. Mr. Regan noted that there  
365 are some funds available that can be looked at, however the funds are hard to receive. Ms. Gibbs also  
366 suggested for someone to look into regional money being available given this is a connection between  
367 Wellesley and Needham.

368  
369 Ms. Hastings reviewed the secondary option which creates a four legged signaled intersection. This would  
370 consolidate the green space. The conflict points under a tradition intersection would still exist in this  
371 concept. This would be a more involved concept construction wise.

372  
373 Ms. Hastings reviewed the next steps which would be for the Town to evaluate both options. They next  
374 steps of design would be to refine the concept and impacts to driveways that are accessing the circle.  
375 Additional, there would be a step to consider funding from the state.

376  
377 Update on Traffic Capital Requests and Approved Projects

378  
379 Mr. Dave Hickey provided updates starting with the Brook/Benvenue area. He noted they are finalizing  
380 the scenic road application to the Planning Board to get those approvals in January. Next VHB will go  
381 forward to finalize design for bid. They are also working on Brook and Amherst Streets. The plan is to do  
382 this work late spring/summer with DPW. This work includes some small geometry changes and some  
383 drainage work. Another area of note was Cliff Road that they intended to start this fall. It will be kicked  
384 off in the spring. The work will take four to six weeks. Ms. Jop also noted the Police Station parking lot  
385 would be an additional project seeking capital funds. This is a shared interest with Housing for this  
386 project. They have a pathway forward on the project. It would not be able to start until after the  
387 marathon and would not begin after July 1, 2018.

388  
389 Mr. Hickey provided a brief update on the Kingsbury/Route 9 construction. Mr. Hickey noted the project  
390 has been frustrating. There have been weekly meetings. Last week they told them that the sidewalks that  
391 are related to the intersection will be constructed this week. There are some seasonal issues. The ADA  
392 ramps will go in with bituminous and will be replaced in the spring. He noted the lights are close to being  
393 completed. They had an issue with some of the foundations. The expectation is that over next two weeks  
394 the lights will all get wired, electrified, and programmed. Given that it is classified as a new intersection  
395 there will be a two week burn period to assure the state that all of the operations work. It could be  
396 operational just before Christmas, however Mr. Hickey suspect January is more reasonable. He noted that  
397 next steps would then be pavement markings and a traffic control box and taller guard rail in the median.

398  
399 Mr. Ulfelder noted he was stunned at the quality of this project, noting a sloppy design. The control boxes  
400 are in a terrible location. Mr. Hickey noted that the original design did not call for that. The box was  
401 supposed to be on the other side. It was redesigned to come from a different manhole that had power. It  
402 doesn't mean there was not more than one option. He will bring up the option to move it at the next  
403 meeting.

404

405 Mr. Hickey noted the add a lane project will be going through phases which will cause some ramp  
406 closings. They are on the last section of the bridge. The regular configuration will be completed sometime  
407 over the winter. The project is currently about 75% complete.

408

409 **7. Naming of Rooms at Tolles Parsons Center**

410

411 Ms. Robinson reviewed the memo from the New Era Fund explaining their request, that the Board  
412 consider accepting several gifts and recommendations for room names as well as other gifts and items of  
413 other gifts for the Center. She then welcomed from the New Era Fund; Mr. Tony Parker, Mr. David  
414 Himmelberger, and Ms. Diane Campbell, to provide further explanation of the gifts.

415

416 Mr. Himmelberger, Chair of the New Era Fund, noted that this is the second round of gifts that the New  
417 Era Fund is seeking acceptance of gifts and to name two benches outside the Tolles Parsons Center. The  
418 first round of gifts were brought under section 5.5D(2) to recognize outstanding individuals. Since June  
419 we have been doing fundraising and there are three additional rooms we are seeking naming rights for  
420 significant donations; Wellesley Bank Charitable Art Room (\$50,000), The Lee Board Room (\$30,000),  
421 and a \$90,000 gift for the pool room for Andrew's pharmacy. The two benches outside are to honor Ms.  
422 Ruth Von Kelsch who supports this center. Given the enthusiasm for the fundraising, Mr. Himmelberger  
423 suggested that it would be beneficial for the New Era Fund to meet with a subcommittee of the Board to  
424 discuss the vision for the future, noting that they anticipate additional fundraising.

425

426 Mr. Tony Parker noted that the fund raising has taken off. The Council on Aging has been very careful to  
427 not get involved with the fundraising. He feels that is essential to be on the same page. To date the New  
428 Era Fund has received pledges of \$640,000 as well as an additional bequest.

429

430 Mr. Richard Dillion, Commander of The Wellesley American Legion, Mr. John Saunders, and Mr. Pete  
431 Jones came before the Board to make a request. They would like the Board to consider to appropriately  
432 recognize the historical nature of this site. For over 80 years, the site was the home of the American  
433 Legion. In the 1920s the Wellesley Civil War Veterans participated at the post. Wellesley had a group  
434 called the Wellesley Veteran's Council. We would like you to consider some way to dedicate a room to  
435 the Legion or to the Veterans. We might also like something else to commemorate the history of the  
436 property.

437

438 Mr. Pete Jones noted that he sent an email the Board of the history. In 1922 Isaac Sprague decided the  
439 Veterans needed a place. We would like to see if we could get a combination room, that someone might  
440 sponsor for the Legion Post 72, with a plaque with the history. We would like to work the Council on  
441 Aging.

442

443 Ms. Gibbs suggested the Legion Post 72 work with Mr. Parker and Ms. Campbell at the Council On  
444 Aging to find the most reasonable way to recognize the post. She noted that the Board is happy to  
445 support what is decided. Mr. Ulfelder volunteered to coordinate the meeting.

446

447 **Upon a motion by Ms. Freiman and seconded by Mr. Morgan, the Board voted (5-0) that the board**  
448 **accepts a recommendation from the New Era Fund to name three rooms in the Tolles Parsons**  
449 **Center and accept the gifts associated with each as follows:**

450

- 451 • **Wellesley Bank Charitable Foundation Art Room - \$50,000**
- 452 • **The Lee Board Room - \$30,000**
- 453 • **The Andrew Pelczar Game Room - \$90,000**

454

455 **And further, to accept the following gifts and their purpose:**

456

- 457 • **\$5,000 for two outdoor benches in honor of Ruth Von Kelsch**
- 458 • **The Almira Simons fund gift for the purchase of exercise equipment**
- 459 • **Gifts from the New Era Fund which include:**
- 460 • **An upright piano**
- 461 • **A pool table**
- 462 • **Outdoor patio furniture**

463

#### 464 **8. Discuss Boston Marathon Invitational Entries**

465

466 The Board reviewed the applications for the Boston Marathon charity bib entries. After a lot of  
467 discussion, the Board finalized the awarded bibs.

468

469 **Upon a motion by Mr. Morgan and seconded by Ms. Sullivan Woods, the Board voted (4-0) to**  
470 **award invitational entries for the 2018 Boston Marathon to the charities as remunerated in their 19**  
471 **bibs as well as a bib for the Wellesley Community Center, and a second bib for the Wellesley**  
472 **Scholarship Foundation and a second bib for the Friends of Wellesley METCO.**

473

474 The Board determined to award the invitational entries for the 2018 Boston Marathon to run for the War  
475 Memorial Scholarship by pulling the names out of a hat.

476

#### 477 **9. New Business/ Correspondence**

478

479 None.

480

#### 481 **10. Executive Session**

482

483 The Board then entered into Executive Session at 9:45 PM.

484

485 Executive Session under M.G.L. c. 30A, §21(A), exemption #3(a) to discuss union contract negotiations  
486 with the Wellesley Superior Officer's Association

487

488 **At 9:45 pm, upon a motion by Ms. Freiman and seconded by Mr. Morgan, the Board was polled all**  
489 **aye (Freiman-Aye, Morgan – Aye, Sullivan Woods – Aye, Ulfelder – Aye, Gibbs -Aye) that the**  
490 **Board vote to enter into Executive Session under M.G.L. c 30A, §21(A) exception # 3a to discuss**  
491 **union contract negations with the Wellesley Superior Officer's Association. Furthermore, that**  
492 **Police Chief Jack Pilecki, HR Director Scott Szczebak, Blythe Robinson and Meghan Jop be invited**  
493 **to participate in the meeting.**

494

495 **At 9:50 pm , upon a motion by Ms. Freiman and seconded by Mr. Morgan, the Board was polled all**  
496 **aye (Freiman-Aye, Morgan – Aye, Sullivan Woods – Aye, Ulfelder – Aye, Gibbs –Aye) to close the**  
497 **executive session and enter into a subsequent executive session.**

498

499 Executive Session under M.G.L. c. 30A, §21(A), exemption #3(a) to strategy with respect to collective  
500 bargaining for all unions

501

502 **At 9:51 pm, upon a motion by Ms. Freiman and seconded by Mr. Morgan, the Board was polled all**  
503 **aye (Freiman-Aye, Morgan – Aye, Sullivan Woods – Aye, Ulfelder – Aye, Gibbs -Aye) that the**  
504 **Board vote to enter into Executive Session under M.G.L. c 30A, §21 exception # 3a to discuss**  
505 **strategy with regards to collective bargaining. Furthermore, that Treasurer/Collector Marc**

506 **Waldman, HR Director Scott Szczebak, Blythe Robinson and Meghan Jop be invited to participate**  
507 **in the meeting.**

508

509 **At 10:22 pm , upon a motion by Ms. Freiman and seconded by Mr. Morgan, the Board was polled**  
510 **all aye (Freiman-Aye, Morgan – Aye, Sullivan Woods – Aye, Ulfelder – Aye, Gibbs -Aye) to close**  
511 **the executive session and to enter into open session for the sole purpose of adjourning the meeting.**

512

513

514 **The Board of Selectmen meeting was adjourned at 10:22 p.m.**



**8. Discuss Adoption of Massachusetts G.L. c.32B, §21-22**

The Town has been in negotiations with all town and school unions to achieve an agreement on a successor contract for the provision of health care, as the current agreement ends on June 30, 2018. We hope to wrap up our negotiations with the unions prior to the meeting Monday night. Should we not reach mutual agreement on Monday, we have informed the unions that we will recommend to the Board that they vote to adopt the above sections of the state law. Accepting these sections will enable us to follow a state mandated process to implement new plans that are at least equal to the “benchmark” plan offered by the State GIC. Given that there is less than 6 months until we must implement a new plan, we can wait no longer to discuss options, as the current health plans offered by West Suburban Health District also expire on June 30<sup>th</sup>. A short set of slides outlining the Town’s offer and the impact on a “typical” single or family enrollment in the Fallon Plan are included for the Board’s review should you wish to do so at the meeting.

**MOVE** to adopt Massachusetts G.L. c.32B, §21-22.



# Health Insurance

Town's Proposal and MGL c. 32B § 21-22

## Town's Proposal vs. MGL c. 32B § 21-22

Based on the most popular plan:

- All information is based on current FY 18 Fallon Select rates
- Fallon Select Family covers 79% of families (485 employees) enrolled in Town's health insurance
- 80% contribution by Town
- Town pays \$18,009.60 per year
- Employee pays \$4,502.40 per year
- Current "Rate Saver" plan ending 7/1/2018

## Town Proposal

Plan: Fallon Benchmark WSHG

Contribution: 80%

Employee Yearly Cost: \$4,123.20

Deductible: \$0 after mitigation

Employee Mitigation: over \$750 per year

Co-pays: Additional insurances

Other Choices: HDHP with HSA

Town Savings: \$3 million +

## Sections 21 - 22

Plan: Fallon Benchmark WSHG

Contribution: 77.4%

Employee Yearly Cost: \$4,659.22

Deductible: \$900

Employee Mitigation: ~ \$363 one time

Co-pays: Increased

Other Choices: None

Town Savings: \$3 million +

## No Major Migration from Fallon Family

Fallon Select	\$4,659.22	
Harvard Pilgrim	\$5,375.38	+ \$716.16
Tufts	\$6,378.14	+ \$1,718.92
Blue Cross	\$6,782.06	+ \$2,122.84

...and then add on \$900 deductible and additional increases in co-pays

## Town's Proposal vs. MGL c. 32B § 21-22

### Non-Fallon Individual and Family Plans through MGL c. 32B § 21-22:

- Slight increase in contribution level by the Town
- Still responsible for \$300/\$900 deductible
- No additional insurances or mitigation money
- Still significantly more expensive than Fallon for same coverage, plan design, network and benefits



## 9. **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:

- ❖ Spreadsheet – Trend in State Revenue & Governor’s Proposed FY19 Revenues
- ❖ Treasurer’s Quarterly Cash Analysis
- ❖ December Parking Meter Collection Summary
- ❖ Draft Investment Policy
- ❖ CPC Fund – Norfolk Registry of Deeds
- ❖ Letter from Dick Carls, Re: CCRC
- ❖ MassDOT Letter – Project Review Committee Approval Letter
- ❖ Police Commendations



## Town of Wellesley

Revenue Update 7-31-17

### State Receipts Trend

	<u>Final 2014</u>	<u>Final 2015</u>	<u>Final 2016</u>	<u>Final 2017</u>	<u>Final 2018</u>	<u>Budget 2019</u>	<u>Governor's Budget 2019</u>
<b>State Aid</b>							
Chapter 70	\$ 7,526,408	\$ 7,789,132	\$ 7,916,157	\$ 8,198,827	\$ 8,399,961	\$ 8,343,560	\$ 8,774,944
	\$ 7,526,408	\$ 7,789,132	\$ 7,916,157	\$ 8,198,827	\$ 8,399,961	\$ 8,343,560	\$ 8,774,944
other school	\$ 7,527	\$ 2,591	\$ 1,469	\$ -	\$ -	\$ -	\$ -
	\$ 7,533,935	\$ 7,791,723	\$ 7,917,626	\$ 8,198,827	\$ 8,399,961	\$ 8,343,560	\$ 8,774,944
Lottery, General, Supplemental Quinn Bill	\$ 1,121,617	\$ 1,152,722	\$ 1,194,220	\$ 1,245,571	\$ 1,294,148	\$ 1,294,148	\$ 1,339,443
All other	96,703	81,197	89,518	68,904	65,540	69,960	53,236
<b>Total</b>	<b>\$ 8,752,255</b>	<b>\$ 9,025,642</b>	<b>\$ 9,201,364</b>	<b>\$ 9,513,302</b>	<b>\$ 9,759,649</b>	<b>\$ 9,707,668</b>	<b>\$10,167,623</b>
State aid to Libraries	\$ 270,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 9,022,255</b>	<b>\$ 9,025,642</b>	<b>\$ 9,201,364</b>	<b>\$ 9,513,302</b>	<b>\$ 9,759,649</b>	<b>\$ 9,707,668</b>	<b>\$10,167,623</b>
Assessments	\$ 1,170,420	\$ 1,170,049	\$ 1,220,044	\$ 1,226,317	\$ 1,239,371	\$ 1,270,356	\$ 1,266,854
<b>Net</b>	<b>\$ 7,581,835</b>	<b>\$ 7,855,593</b>	<b>\$ 7,981,320</b>	<b>\$ 8,286,985</b>	<b>\$ 8,520,278</b>	<b>\$ 8,437,312</b>	<b>\$ 8,900,769</b>



TOWN OF WELLESLEY CASH ANALYSIS AS OF 12/31/2017

INSTITUTION	OPERATING FUNDS						TRUST FUNDS	RESERVE FUNDS	OPEB	FY18 TOTALS	12/31/16 TOTALS
	OPERATING ACCOUNTS	BANK MONEY MARKET ACCOUNTS	STATE AUTHORIZED POOL	INVESTMENT COMPANY MONEY MARKET ACCOUNTS	FDIC INSURED CD'S/ACCT #	GOVERNMENT AGENCIES AND INSTRUMENTALITIES	TRADITIONAL TRUST FUNDS	STABILIZATION, UNEMPLOYMENT, WORKERS COMP & LIABILITY INSURANCE FUNDS	RETIREE HEALTHCARE PRE-FUNDING		
ROCKLAND TRUST	-\$504,609	\$1,726,500								\$1,221,891	\$1,262,178
CITIZENS BANK	\$6,098,530	\$21,007								\$6,119,537	\$1,323,618
CENTURY BANK	\$1,076,835	\$205,665								\$1,282,500	\$344,822
BANK OF AMERICA		\$220,822								\$220,822	\$441,370
SANTANDER BANK*		\$0								\$0	\$231,576
NEEDHAM BANK		\$101,279			\$205,667					\$306,947	\$304,080
BELMONT SAVINGS		\$253,745								\$253,745	\$252,606
FIRST COMMONS BK					\$248,119					\$248,119	\$246,969
MASSACHUSETTS MUNICIPAL DEPOSITORY TRUST			\$40,231,374							\$40,231,374	\$28,806,712
UBS				\$11,480	\$13,364,466	\$3,679,370				\$17,055,316	\$15,224,787
FIRST TENNESSEE BK					\$11,522,381	\$1,247,774				\$12,770,155	\$13,442,299
MORGAN STANLEY*				\$524,919	\$5,250,000	\$290,084				\$6,065,004	\$6,022,072
MORGAN STANLEY-TRUSTS							\$1,572,623	\$6,824,603		\$8,397,226	\$8,246,669
PRIT - OPEB								\$61,715,694		\$61,715,694	\$49,405,716
PETTY CASH	\$1,425									\$1,425	\$1,425
<b>TOTALS</b>	<b>\$6,672,181</b>	<b>\$2,529,018</b>	<b>\$40,231,374</b>	<b>\$536,399</b>	<b>\$30,590,634</b>	<b>\$5,217,228</b>	<b>\$1,572,623</b>	<b>\$6,824,603</b>	<b>\$61,715,694</b>	<b>\$155,889,754</b>	<b>\$125,556,899</b>
RECON BALANCE											
FUNDS IN RECON										\$155,889,754	
PROOF (SB -0-)										\$0	
PERCENT OF GRAND TOTAL	4.28%	1.62%	25.81%	0.34%	19.62%	3.35%	1.01%	4.38%	39.59%	100%	

\* SANTANDER ACCOUNT CLOSED 11/15/17

FY2018 YTD CHANGE IN OPEB ACCT | \$8,045,716



### PARKING METER COLLECTIONS

423220, 423225,  
423226, 423227,  
423235, 423240,  
423245, 423250,  
423265, 423266,  
423270,423275, 423276,  
423277, 423280,  
423285, 423290, 423295

from Munis  
27029300  
423220,  
423220,  
423240,423250,  
423265

	FY13	FY14	FY15	FY16	FY17	FY18
JULY 2012	\$69,411.78	JULY 2013 \$41,016.09	JULY 2014 \$53,233.47	JULY 2015 \$64,094.66	JULY 2016 \$50,667.34	JULY 2017 \$54,003.77
AUGUST	\$58,296.99	AUGUST \$39,083.51	AUGUST \$24,729.03	AUGUST \$58,749.76	AUGUST \$61,344.19	AUGUST \$61,112.19
SEPTEMBER	\$58,276.55	SEPTEMBER \$62,302.39	SEPTEMBER \$68,978.72	SEPTEMBER \$55,809.42	SEPTEMBER \$50,830.99	SEPTEMBER \$55,629.78
OCTOBER	\$56,974.04	OCTOBER \$35,001.90	OCTOBER \$64,491.40	OCTOBER \$61,535.29	OCTOBER \$62,225.28	OCTOBER \$51,914.25
NOVEMBER	\$59,656.87	NOVEMBER \$59,404.77	NOVEMBER \$49,401.08	NOVEMBER \$49,936.99	NOVEMBER \$50,881.23	NOVEMBER \$62,836.07
DECEMBER	\$41,848.16	DECEMBER \$29,443.71	DECEMBER \$37,730.09	DECEMBER \$50,918.32	DECEMBER \$38,108.86	DECEMBER \$46,604.28
JANUARY	\$47,574.76	JANUARY \$29,533.71	JANUARY \$44,776.94	JANUARY \$47,964.92	JANUARY \$47,280.92	JANUARY
FEBRUARY	\$43,388.85	FEBRUARY \$28,289.25	FEBRUARY \$23,043.54	FEBRUARY \$49,343.49	FEBRUARY \$34,550.25	FEBRUARY
MARCH	\$42,304.17	MARCH \$66,633.89	MARCH \$65,716.03	MARCH \$51,078.12	MARCH \$59,385.45	MARCH
APRIL	\$61,394.07	APRIL \$49,509.40	APRIL \$50,651.25	APRIL \$51,021.54	APRIL \$52,563.25	APRIL
MAY	\$55,207.66	MAY \$57,311.58	MAY \$28,135.00	MAY \$67,963.90	MAY \$52,878.35	MAY
JUNE	<u>\$33,252.53</u>	JUNE <u>\$60,391.99</u>	JUNE <u>\$64,391.57</u>	JUNE <u>\$60,997.93</u>	JUNE <u>\$59,343.56</u>	JUNE
	\$627,586.43	\$557,922.19	\$575,278.12	\$669,414.34	\$620,059.67	\$332,100.34
1st quarter avg	\$61,995.11	\$47,467.33	\$48,980.41	\$59,551.28	\$54,280.84	\$56,915.25
2nd quarter avg	\$52,826.36	\$41,283.46	\$50,540.86	\$54,130.20	\$50,405.12	\$53,784.87
3rd quarter avg	\$44,422.59	\$41,485.62	\$44,512.17	\$49,462.18	\$47,072.21	\$0.00
4th quarter avg	\$49,951.42	\$55,737.66	\$47,725.94	\$59,994.46	\$54,928.39	\$0.00
					\$12,553.75	\$59,807.89

Passport Parking System implemented February 2017 (included in totals above)

\*DUNBAR COLLECTIONS  
^REPUBLIC PARKING TOOK OVER



## TOWN OF WELLESLEY INVESTMENT POLICY

(revised 5/14/12)

### Background

The Town of Wellesley is responsible for the management of various Town funds for the liquidity needs for Town operations and for the maintenance of reserves for future uses.

### Policy Statement

The Town's Investment Policy is intended to set forth investment objectives, establish guidelines and define responsibilities for the investment of the Town Funds. The Town Funds are to be invested in a manner which will meet the daily cash flow demands of the Town, conform to state statutes and Town Bylaws governing the investment of public funds and provide maximum security of such funds, taking into account the three principles of municipal investment policy: safety, liquidity and yield. This investment policy will be shared with all financial institutions that the Town utilizes for non-retirement banking and investment activities.

### Definitions

- A. **Operating Funds:** All funds of the Town and its utilities generated through normal operations and borrowing except for the Funds set forth below;
- B. **Reserve Funds:** All Town funds held separately in accounts for future uses, such as the Stabilization, Unemployment, Workers' Compensation, and Liability Insurance Accounts as well as any new account established by the appropriate public authority and designated as a Reserve Fund.
- C. **Trust Funds:** Gifts and bequests made to the Town for a specific long term purpose. The gift or bequest must be accepted by the appropriate public authority pursuant to Town Bylaw Article 5.6 and specifically identified as a Trust Fund.
- D. **Retirement Funds:** Assets of the Wellesley Contributory Retirement System held separately from Town funds and managed under MGL c. 32. Such funds are not subject to this Investment Policy.
- E. **OPEB Funds:** Retiree Healthcare funds ("OPEB") held separately pursuant to Acts of 2004, c. 88, which are invested under the guidance of the Town's Retirement Board. Such Funds are not subject to this Investment Policy.
- F. **Treasurer:** The person appointed under the provisions of Town Bylaw Article 19.43 and, in his/her absence, the person designated by the Treasurer to serve as the Assistant Treasurer/Collector.
- G. **Fixed Income Securities:** Bonds, Notes and Certificates of Deposit (CD's), with a maturity of greater than one year but not to exceed ten years and are legal for investment by Massachusetts municipalities. This can include Equity Linked Certificates of Deposit, as long as all CD's carry current applicable FDIC limits and are represented by an FDIC number. The average maturity for the Fixed Income portfolio at any time shall not exceed five years

### Objective

The objective of this Investment Policy is to set general guidelines for the investment of the Town of Wellesley's available Operating, Reserve and Trust Funds in a manner that ensures the following:

- A. **Operating Funds:** First and foremost, preserving capital of the overall portfolio through diversification and prudent selection of investment instruments; maintaining sufficient liquidity to meet all operating and debt

service requirements; and attaining a market average rate of return comparable to portfolios of similar investment mix and maturities, throughout budgetary and economic cycles taking into account the legal requirements detailed below and the cash flow characteristics of the portfolio

- B. **Reserve Funds:** Continued emphasis on preserving capital and maintaining liquidity, while attaining a slightly better rate of return than that of Operating Funds as a result of more flexible investment opportunities provided by state law
- C. **Trust Funds:** Although the emphasis on safety remains, Trust Funds have a longer investment horizon which provides for more flexible investment opportunities through the possible use of Fixed Income Securities and equities provided by state law.

### Responsibilities

- The Board of Selectmen has the responsibility to set the guidelines and criteria for investments of Town Funds and to establish adequate procedures for issuing reports on investment activities. (Town Bylaw Article 19.5.3.)
- The Treasurer has responsibility for the investment of Town Funds (Town Bylaw Article 19.43).
- The Treasurer shall make all decisions regarding the management of the investment program; however, if the Treasurer wishes to make a decision to deviate from the terms of this policy, the Treasurer shall obtain prior written approval from the Board of Selectmen.
- The Treasurer and those responsible to the Treasurer shall be bonded as required by law, and insured for their fiduciary responsibilities to limits set by the Board of Selectmen on the advice of the Town's insurance consultant.
- The Treasurer shall be responsible for monitoring changes to the General Laws governing the type and method of investing Town funds referred to in this Investment Policy.

### Statutory Authority

- A. **Operating Funds:** MGL c. 44, § 55B requires that all funds of the Town which are not required to be kept liquid for purposes of immediate distribution, shall be invested at the highest possible interest rate reasonably available, taking into account the three principles of municipal investment policy: safety; liquidity; and yield. MGL c. 44, § 55 limits the investment options which are legal for municipal Treasurers to the following:
1. Certificates of Deposit with a maximum maturity of one year or less as defined in MGL c. § 55 issued by commercial banks, mutual savings banks, savings and loans and cooperative banks;
  2. Money Market Deposit Accounts with commercial banks, mutual savings banks, savings and loans and cooperative banks;
  3. Repurchase Agreements with a maturity of less than 90 days, issued by a bank and secured by U.S. Government or Agency obligations;
  4. Pooled Investment Funds operated under the authority of the State Treasurer;
  5. U.S. Treasury instruments or U.S. Government Agency obligations with a maximum maturity as defined in MGL C. 44, § 55;
  6. Money market funds registered with the Securities and Exchange Commission under the Investment Company Act of 1940, as amended, operated in accordance with Section 270.2a-7 of Title 17 of the Code of Federal Regulations, that have received the highest possible rating from at least one nationally recognized statistical rating organization.
- B. **Reserve Funds:** The following are the legal requirements for investment of the Reserve Funds:

1. **Stabilization Fund:** MGL c. 40, § 5B provides for investment in savings banks, co-operative banks or trust companies organized under the laws of the Commonwealth, or invest in securities which are legal for the investment of funds of savings banks under the laws of the Commonwealth or in federal savings and loans associations situated in the Commonwealth.
  2. **Unemployment Compensation Fund:** MGL c. 40, § 5E provides for investment in such manner as may be legal for other city, town or district funds under the laws of the Commonwealth including, without limitation, the Massachusetts Municipal Depository Trust.
  3. **Workers Compensation Fund:** MGL c. 40, § 13A provides that the Fund shall be under the management of the “commissioners of trust funds” but there is no statutory investment requirement set forth.
  4. **Liability Insurance Fund:** The Town of Wellesley’s special act, creating the Liability Insurance Fund (Acts of 1987, c. 751), provides that the investment of such Fund shall be in such a manner as may be legal for the investment of municipal trust funds (see C. below).
- C. **Trust Funds:** MGL c. 44, § 54 provides that the funds shall be deposited into savings banks, trust companies incorporated under the laws of the Commonwealth which are members of the Federal Deposit Insurance Corporation (“FDIC”); national banks; or invested in participation units in a combined investment fund under MGL c. 29, § 38A, in paid-up shares and accounts of and in co-operative banks; in shares of savings and loan associations; or in shares of savings deposits of federal savings and loan associations doing business in the Commonwealth. In addition, such funds may be invested in securities, other than mortgages or collateral loans, which are legal for the investment of funds of savings banks under the laws of the Commonwealth; provided that not more than fifteen percent (15%) of any such trust funds shall be invested in bank stocks and insurance company stocks, nor shall more than one and one-half percent (1.5%) of such funds be invested in the stock of any one bank or insurance company.

### Investment Guidelines

#### A. **Operating Funds**

1. **Diversification:** The Town of Wellesley will diversify its investments by security type and institution. With the exception of U.S. Treasury securities and the State Treasurer's investment pools, no more than 25% of the Town's total investment portfolio may be invested in a single security type referenced in the following Sections 2 through 7 or with a single financial institution, unless that investment category carries full FDIC insurance or that single financial institution’s investments are fully collateralized.
2. **Selection of Banks for Investments:** It is the responsibility of the Treasurer to assess the financial condition of the banks in which the Town of Wellesley invests by reviewing bank rating guides and banks' Reports of Financial Condition and by periodic discussions with the institutions about their financial condition. Primary emphasis will be placed on a bank's capital adequacy, loan quality and profitability before determining suitability for Town investments. MGL c. 44, § 55 specifies that a municipality may not at any one time have on deposit in a bank or trust company an amount exceeding 60% of the capital and surplus of that institution and a total of all the municipality's accounts must not exceed 60% of the bank's net equity. For purposes of this policy, the Town of Wellesley will not have on deposit amounts exceeding 10% of capital and surplus and 10% of net equity, unless those deposit carry full FDIC insurance or are fully collateralized. In addition, it is the Town's policy that at no time shall any single bank or bank holding company hold in excess of 25% of the cash balance under the control of the Treasurer for more than three consecutive days.

3. Investment Size and Collateralization: The size of the Town's investment portfolio precludes the use of only FDIC insured products. Efforts will be made to maximize FDIC insurance protection and periodic modifications to this policy may be made to take advantage of changing FDIC regulations. Massachusetts has no legal requirement for collateralizing public deposits. Until adoption of collateralization legislation, the Treasurer will provide as much security as possible for the Town of Wellesley's bank investments through the prudent selection process described above.
4. Utilization of State Treasurer's Investment Pools: The Massachusetts Municipal Depository Trust (MMDT) combines the funds of Massachusetts public units and invests on their behalf in short-term instruments of U.S. Treasury and Government Agencies and large corporations and financial institutions, thus offering investors, such as the Town of Wellesley, the opportunity to earn higher yields through a professionally managed fund. Investments in these pools are not a deposit in a bank and are neither insured nor guaranteed by the Commonwealth of Massachusetts, the FDIC, or the U.S. Government or any of its agencies. Although the Cash Portfolio is managed to seek to maintain a stable \$1.00 unit price, there is no guarantee it will be able to do so and a loss of principal is possible with these pools. Assets will be invested only in "tier 1" and "tier 2" credit quality securities as defined by the guidelines in SEC rule 2a-7. This degree of safety is recognized by the Government Accounting Standards Board in its qualification of state investment pools in financial statements.  
The Town of Wellesley will continue to utilize this highly liquid, comparatively safe pool as an integral part of its overall investment strategy.
5. Third Party Custody: For administrative ease, custody accounts may be established in the name of the Town of Wellesley in order to receive and hold book entry U.S. Treasury and Government Agency securities purchased by the Town from commercial banks, collateral for any repurchase agreements to which the Town is party, and collateral against any bank investments the Town may require.
6. U.S. Treasury and Government Agency Securities: The Town will utilize these securities, with a maturity of one year or less, for reasons of diversification and security. Treasury securities will be purchased either at auction or through the secondary market. Agency securities will only be purchased through registered dealers.
7. Repurchase Agreements: Repurchase agreements may be used on a limited basis for durations of 90 days or less. Except in the case of overnight repurchase agreements used for the investment of available float in one of the Town's operating accounts, any agreement entered into by the Town will be on a delivery versus payment basis and in the format of the Public Securities Association Master Repurchase Agreement. Collateral will be in the form of U.S. Treasury or Government Agency securities delivered to the Town's third party custodian.

#### **B. Reserve Funds**

1. The Investment Guidelines and Options for Operating Funds also are applicable to the investment of Reserve Funds.
2. The investment options available for Reserve Funds also will include such securities as are legal for the investment of funds of savings banks under the laws of the Commonwealth. However, unlike trust funds, Reserve Funds have a much higher liquidity requirement and a greater need for preservation of principal thus precluding the use of equities that would normally be permitted under statutory authority. The investment portfolio for Reserve Funds shall not consist of more than 75% in Fixed Income Securities. All securities must maintain active secondary markets, and hence be able to liquidate within five business days.

**C. Trust Funds**

1. The Investment Guidelines and Options for Reserve Funds are also applicable to the investment of Trust Funds.
2. The investment options available for Trust Funds also will include those options set forth in MGL c. 44, §54, allowing a municipality to invest such funds in securities, other than mortgages or collateral loans, which are legal for the investment of funds of savings banks under the laws of the Commonwealth; provided that no more than fifteen percent (15%) of such trust funds shall be invested in bank stocks and insurance company stocks, nor shall more than one and one-half percent (1.5%) of such funds be invested in the stock of any one bank or insurance company.

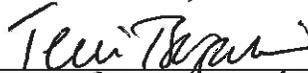
**Review And Reporting**

- A. **Review:** To comply with Town Bylaw Article 19.5.3 this policy shall be reviewed by the Board of Selectmen every three years.
- B. **Reporting by the Treasurer:**
  1. **Cash Analysis:** The Treasurer shall prepare a Cash Analysis report monthly for the Finance Director and Executive Director in a form substantially as attached hereto and the Treasurer will submit it to the Board of Selectmen on a quarterly basis for its review.
  2. **Trust/Reserve Fund Report:** The Treasurer shall prepare quarterly for the Finance Director and Executive Director the Trust/Reserve Fund Report in a form substantially as attached hereto and the Treasurer will submit it to the Board of Selectmen on an annual basis for its review.

The Board of Selectmen voted to adopt the within Investment Policy Statement at its meeting held on May 14, 2012. The Board of Selectmen filed the within Investment Policy with the Town Clerk, and posted it on the Town website on May 15, 2012.



Barbara D. Searle, Chair



Terri Tsagaris, Vice Chair



Ellen F. Gibbs, Secretary



Katherine L. Babson, Jr.



Donald S. McCauley





COUNTY OF NORFOLK  
COUNTY OF PRESIDENTS  
REGISTRY OF DEEDS

NORFOLK REGISTRY DISTRICT OF THE LAND COURT

WILLIAM P. O'DONNELL  
REGISTER OF DEEDS  
ASSISTANT RECORDER OF THE  
LAND COURT

January 19, 2018

Ms. Blythe Robinson  
Wellesley Executive Director  
525 Washington Street  
Wellesley, MA 02482

Dear Ms. Robinson,

As Register of the Norfolk County Registry of Deeds, I thought the chart on the reverse side would be of interest to you. It provides an illustration of the funds generated by the Community Preservation Act (CPA) in your community based on recorded real estate filings during the 2017 calendar year.

The Community Preservation Act was signed into law on September 14, 2000. Today there are 172 Massachusetts communities that have adopted the Community Preservation Act. Just over 1.75 billion dollars has been raised to date statewide. The Registry of Deeds, at no additional cost to the Commonwealth or local communities, collects these revenues for the state once a document is recorded. The monies are then forwarded to the Massachusetts Department of Revenue on a monthly basis. The funds collected by the Commonwealth are then redistributed back to the communities that have adopted the CPA through a variety of formulas.

The Norfolk County Registry of Deeds which is located at 649 High Street, Dedham, is the principal office for real property in Norfolk County. The Registry is a resource for homeowners, title examiners, mortgage lenders, genealogists, municipalities and others with a need for secure, accurate, accessible land record information. For assistance please contact our Customer Service Center at (781) 461-6101, or visit our website at [www.norfolkdeeds.org](http://www.norfolkdeeds.org).

I hope you find this data to be timely, informative and useful. In the meantime, if I can be of assistance to you, please do not hesitate to contact me at 781-461-6116 or by email at [registerodonnell@norfolkdeeds.org](mailto:registerodonnell@norfolkdeeds.org). I wish you a healthy New Year.

Sincerely yours,

William P. O'Donnell  
Norfolk County Register of Deeds

WPO/aag

649 HIGH STREET, DEDHAM, MASSACHUSETTS 02026  
TELEPHONE: 781-461-6116 FAX: 781-326-4246  
EMAIL: [registerodonnell@norfolkdeeds.org](mailto:registerodonnell@norfolkdeeds.org)

[www.norfolkdeeds.org](http://www.norfolkdeeds.org)



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**NORFOLK COUNTY REGISTRY OF DEEDS**  
**COMMUNITY PRESERVATION ACT (CPA)**  
**SURCHARGES BY TOWN FOR CALENDAR YEAR 2017**

TOWN	TOTAL
AVON	\$18,030
BELLINGHAM	\$68,890
BRAINTREE	\$124,580
BROOKLINE	\$166,930
CANTON	\$94,080
COHASSET	\$42,810
DEDHAM	\$90,580
DOVER	\$29,780
FOXBOROUGH	\$62,360
FRANKLIN	\$117,830
HOLBROOK	\$47,080
MEDFIELD	\$46,790
MEDWAY	\$48,810
MILLIS	\$34,740
MILTON	\$95,820
NEEDHAM	\$108,540
NORFOLK	\$40,180
NORWOOD	\$83,730
PLAINVILLE	\$35,410
QUINCY	\$273,240
RANDOLPH	\$110,070
SHARON	\$60,270
STOUGHTON	\$105,140
WALPOLE	\$94,180
WELLESLEY	\$103,680
WESTWOOD	\$54,980
WEYMOUTH	\$215,200
WRENTHAM	\$53,870

495A Washington St.

Wellesley, Ma. 02482

January 22 , 2018

### Update on assembling a continuing care retirement community (CCRC) for Wellesley

Hi possibly interested people:

This is a broadcast letter. The project needs help. Your ideas and comments can make a huge difference. So your response very much invited and participation also.

First, the basic concept is sound. The CCRC is a life time home for folks seeking to slow down, downsize and retire. Smaller quarters, with comfort levels comparable to what they've been used to, staying in town with established friends and relationships, having common areas offering new opportunities for social company with people of similar circumstance and close by health care become something compelling for nearly everyone.

The Major demand is here to make it well worth the effort. Approximately 11% of Wellesley's population is 70 plus. That's approximately 3,000 persons. In this framework, the proposed project would have approximately 190 dwelling units, (approximately 240 persons,) just large enough to achieve economic efficiencies of scale. Also while not everyone is ready by 70, there are grandparents not living close by, who would want to be near their kids and grandchildren now here. Plus historically, there are many instances of seniors who needing to downsize, had to leave Wellesley because there just weren't suitable facilities available.

The challenges are to make it attractive enough to draw usage, affordable to a wider range of people than now possible and then use resources, land and people capable enough to bring it off.

A year ago a viable "not-for-profit" CCRC project looked well under way with a competent, experienced CCRC interested in proceeding, a major, local health institution ready to provide the medical arm and the beginnings of a resident core support group to help shepherding it through town approvals.

However as 2017 progressed, months of silence passed and in November, the proposed developer/operator backed away. Vacancies were appearing around the area, even word of over-building and occasions of the government not keeping up with its Medicaid payment commitments.

Then in December, Kindred Healthcare, a nationwide assisted living and nursing care corporation, announced closing six facilities in the Boston Metro area, including its Avery Square unit in Needham. This amounts to approximately 600 residents and a like number of staff in need of relocating.

So what's happening – with the Dow reaching new highs and unemployment 4.1% cf. 4.8% a year ago?

Hard times? Somehow yes. But that doesn't change the demand. The situation is challenging, but not all bad. During this time we have identified plenty of people who would like to downsize, stay in Wellesley and would welcome finding a place such as this on Wellesley's 47 Acre North 40. The industry is already 50 years young, still in its infancy. It's weathered the storms throughout and now the baby

boomer generation is beginning to make its inroads with the millennials not far behind. So the demand is large and growing, with Wellesley clearly ready to proceed.

This project would be made affordable to a wider portion of the population than now available through careful design from the ground up, taking full advantage of all that's been learned from earlier projects. Tough maybe, but there's undoubtedly substantial, potential for progress here.

The North 40 site offers unique advantages, including: the availability of wooded land, central location accessible to town resources, from the new Tolles Parsons Senior Center, Town Hall and Library, to Wellesley College, downtown shopping, accessibility to public transportation to Boston's cultural draws and its size of only 190 dwelling units, using less than half the total 47 acre parcel, with the Weston Rd. gardens, plentiful woods and conservation trails untouched, available for public use.

It would operate as a "not-for-profit". Already 85% of the market, the case for "not-for-profit" is compelling. The people at Leading Age, the top trade organization in this field, incisively point out two defining advantages: first, "not-for-profits" are mission driven, with no room for profits to stockholders: and second, they have boards of directors or trustees, committed to keeping focus on their central responsibility, care for the residents.

So the project needs help. It's stalled, in need of that experienced CCRC developer/operator. While I've talked with the managers of a good many CCRC organizations in the area and still have more to go, your inputs, are invited and needed. It will also need: architect, general contractor, accountant, attorney, medical, nursing and household management people, investment management professional and bank. So your thoughts on all these people are also welcome.

While probably too early to gather people together for a forum, the project is going to need strong core support from residents seeing the ready demand for a CCRC, whether "Wellesleyite" seniors, or juniors with relatives living here, or not. The only qualification is interest and commitment. My hope is a group will someday coalesce into a body that calls itself a board of directors or trustees.

As for myself, I've managed projects using all these fields though not on this scale. I am a Wellesley resident of 40 years, a Town Meeting member, with my wife raised three kids here and have built here extensively; so I guess qualify as a caring professional interested in getting a viable project under way.

You received this letter in the hopes that if you have some interest and or ideas, you will contact me either by email, [carls@wellesley.net](mailto:carls@wellesley.net) or post at 495A Washington St., Wellesley, Ma. 02482. I have a drawing of the structure I envision and site plan, which we can go over, along with preliminary cost projections and a collection of brochures, from visiting CCRCs and assisted living facilities in the area.

Thanks for your attention,

Dick Carls



01/26/18

Page 153 of 161

Charles D. Baker, Governor  
Karyn E. Polito, Lieutenant Governor  
Stephanie Pollack, Secretary & CEO  
Jonathan L. Gulliver, Highway Administrator



January 12, 2018

Dear Sir or Madam,

Re: Updated Project Review Committee (PRC) Approval Letter

The purpose of this correspondence is to provide information regarding the new MassDOT Highway Division project intake tool and the updated Project Review Committee (PRC) Approval letter.

The Highway Division's streamlined project initiation process uses a new web-based application designed to help both state and municipal proponents map and initiate new projects. This tool will provide time savings to project proponents by reducing the need for rework while also reducing the risk of unanticipated permitting. Throughout the fall of 2017 MassDOT provided workshops through Baystate Roads demonstrating the new software. Workshop participants had the opportunity to create a test project. The new project intake tool is being used as the primary interface for all project creation.

Effective after the December 14, 2017 PRC meeting, an updated PRC letter will be sent out to municipalities with approved projects. Highlights of the letter include:

- If within two years of the date of the letter the municipality has not accomplished the following three milestones, the project will be deactivated unless the project is resubmitted to the PRC for continued project eligibility:
  1. Received MassDOT approval of the project's Scope/Workhours;
  2. Secured a signed contract with your design consultant for the entire design process; and
  3. Identified design funding
- Resubmission to the PRC may also be required if there is a significant increase in cost or change in scope over the life of the project.
- Detailed cost estimates will be required during the second week of January every year during project development in order to assist MassDOT with annual TIP development
- For projects requiring Right-of-Way (ROW), the preparation of ROW plans are required at every stage of design submission based on an instrument survey that meets 250 CMR 6.01 and 6.02. Recordable plans and instrument will be required.
- The letter will include a signature page, requiring a signature from a municipal official, to be returned to the District Highway Director in order for the project to advance.

This updated PRC letter is being implemented in conjunction with our new Project Intake tool called, Map It. Information about the PRC, as well as a sample PRC approval letter, can be found at the Highway Division's website at:

<http://www.massdot.state.ma.us/highway/Departments/ProjectManagement/ProjectReviewCommittee.aspx>

I hope this updated letter clearly identifies roles, responsibilities and expectations that are mutually beneficial, with the ultimate goal being the successful advertising of municipal projects. I look forward to our continued partnership as we work collectively to deliver future projects. If you have any questions, please contact the Chief Engineer at 857-368-9290 or your District Highway Director.

Sincerely,

A handwritten signature in blue ink, reading "Patricia A. Leavenworth". The signature is written in a cursive, flowing style.

Patricia A. Leavenworth, P.E.  
Chief Engineer

**TOWN OF WELLESLEY**

WELLESLEY, MA 02482  
Telephone 781-235-1212

**POLICE DEPARTMENT**

JACK PILECKI  
Chief of Police

**TO:** OFFICER TRAVIS DIXON  
DISPATCHER JAMIE VERNER  
DISPATCHER BRIAN COLLINS

**FROM:** CHIEF JACK PILECKI

**SUBJECT:** LETTER OF COMMENDATION

**DATE:** JANUARY 26, 2018

---

I was pleased to review the actions you all took in fielding, dispatching and subsequently responding to an opiate overdose call on Dunedin Rd. during the late evening of January 23<sup>rd</sup>, 2018. Dispatcher Verner answered a 9-1-1 call from a distraught female reporting that she found her friend not breathing inside of vehicle, outside of a home on Dunedin Rd. She believed her friend possibly had overdosed on an unknown drug.

Dispatcher Verner you maintained a cool, calm and supportive demeanor in the face of a highly stressful and unpredictable 9-1-1 call. Despite the callers agitated state, you ascertained the street address and more specifically, that the victim was unconscious and not breathing inside of a vehicle in front of said address. An important detail, which could easily have been overlooked as this stressful call played out. While still speaking with the reporting party you simultaneously dispatched Off. Dixon to the scene and reassured the caller that Off. Dixon was one street away. You notified Off. Dixon that the victim was not breathing, possibly as the result of an opiate overdose and remained on the line to monitor the situation.

Dispatcher Collins, as this overdose call was playing out, you answered another, unrelated 9-1-1 call from your console and realized that the call Disp. Verner had fielded was more serious in nature. As a result, you prioritized the available resources and dispatched the appropriate Fire and EMS personnel to the overdose call.

Off. Dixon, fortunately you were close to Dunedin Rd. when the medical call came over the air from dispatch. You responded forthwith, found the victim unresponsive in the driver seat of a car parked on the side of the road. Without hesitation you moved in to provide medical aid. You made a quick assessment of the scene, observing that the victim had recently smoked some sort of opiate. The victim had labored respirations and was unconscious. You administered Narcan (Nalozone) spray in the prescribed manner. Narcan is a medication used to block the effects of

opioids, especially in an overdose. Next, you applied a bag valve mask to his face and began to provide oxygen to the victim. A short time later the victim regained consciousness and began to talk and answer questions. At this point you transferred patient care to the Cataldo Medics who transported the victim to the Newton Wellesley Hospital for further evaluation.

I was very proud to see the way this incident was handled. Everyone maintained their composure, and remained calm during a very stressful situation. The professionalism, empathy and job knowledge that everyone demonstrated typifies the work that the men and woman of the Wellesley Police Department do a on a daily basis.

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

AUTHORIZED:



---

JACK PILECKI  
CHIEF OF POLICE

Cc: Bulletin Board  
Board of Selectmen  
Personnel File

**TOWN OF WELLESLEY**

WELLESLEY, MA 02482  
Telephone 781-235-1212

**POLICE DEPARTMENT**

JACK PILECKI  
Chief of Police

**TO:** OFFICER WILLIAM GRIFFIN  
**FROM:** CHIEF JACK PILECKI  
**SUBJECT:** LETTER OF COMMENDATION  
**DATE:** JANUARY 26, 2018

---

I was very pleased to read correspondence from Lt. Renzella detailing a recent encounter you had with Wayne Kernochan of Bristol Rd. Mr. Kernochan's wife called to report that Mr. Kernochan had wandered away from the house and she was concerned for his well-being. He was known to frequent the Wellesley Free Library and this where you found him.

Mr. Kernochan talked about how friendly and caring you were with him. He made a special point to praise your listening skills. He expressed that your ability to simply listen and get his side of the story was very impressive. "Off. Griffin took the time to listen to me; he asked questions, instead of just telling me what to do".

Mr. Kernochan also remarked that you noticed his Medic Alert bracelet and asked him about the bracelet. Mr. Kernochan explained to you that he suffered from memory loss and early onset Alzheimer's. Mr. Kernochan appreciated your empathy. He commented that you asked him some basic questions to ensure he hadn't wandered away from home. Your line of questioning was professional and never made him feel embarrassed or "less of a person". Lastly, you drove Mr. Kernochan home and explained to his wife what had transpired.

Mr. Kernochan stated that although his cognitive function was normal now, he is realistic and understands that it may deteriorate in the future. He found it very thoughtful of you to take his photograph and note his mobile phone number in the event he was reported missing in the future. He noted that your ability to put him at ease and treat him "like a member of your own family" was special and he felt that it was important the Department was recognized for this dedication to community service.

As Chief of the Wellesley Police Department, I would like to take this opportunity to thank you for your exemplary level of service that you provided in this situation. Your actions are indicative of the level of service and professionalism that the Wellesley Police Department provides to the citizens on a daily basis.

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

AUTHORIZED:

  
\_\_\_\_\_  
JACK PILECKI  
CHIEF OF POLICE

Cc: Bulletin Board  
Board of Selectmen  
Personnel File

**TOWN OF WELLESLEY**

WELLESLEY, MA 02482  
Telephone 781-235-1212

**POLICE DEPARTMENT**

JACK PILECKI  
Chief of Police

**TO:** OFFICER CHRISTOPHER CUNNINGHAM  
**FROM:** CHIEF JACK PILECKI  
**SUBJECT:** LETTER OF COMMENDATION  
**DATE:** JANURARY 26, 2018

---

I recently received an email from Sgt. Gerrans detailing an encounter you had with young man who unfortunately suffers from significant mental illness. You met with this young man's mother, who seeing her son's quality of life decline, was desperate for help. You advocated for this young man and arranged for a mental health evaluation by Riverside Community Care. Your coordinated effort to utilize local resources in order to provide the immediate care this young man needed, as well as ensuring he had a stable environment to return to, demonstrated your attention to detail and commitment to quality Community Policing.

As Chief of the Wellesley Police Department, I want to thank you for your service and compassion in handling this situation. You utilized appropriate discretion, caring, and professionalism, exemplifying the work that Wellesley Police Officers do on a continual basis.

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

AUTHORIZED:

A handwritten signature in blue ink that reads "Chief Pilecki".

---

JACK PILECKI  
CHIEF OF POLICE

cc: Board of Selectmen  
Bulletin Board  
Personnel File

**TOWN OF WELLESLEY**

WELLESLEY, MA 02482  
Telephone 781-235-1212

**POLICE DEPARTMENT**

JACK PILECKI  
Chief of Police

TO: Chief Pilecki

FROM: Sergeant. Gerrans

CC: Deputy Chief Whittemore, Lt. Renzella

DATE: January 22, 2018

RE: Officer Cunningham's actions documented in 18-25-OF

Chief Pilecki,

Joshua Mukendi lives at 7 Abbott St. and suffers from a significant mental illness. The destructive progression of his illness has been documented in numerous police reports over the past year. Mr. Mukendi lost his job because of his illness and was on the verge of losing his apartment since his relations with his neighbors have deteriorated. One neighbor even secured a harassment prevention order against him. Other neighbors complained to the landlord and to us.

Carmen Alungulesei, Mr. Mukendi's mother, seeing the steady decline grew desperate. She approached Officer Cunningham and asked for help. Ms. Alungulesei had asked for help from our officers before but she was unwilling to take the next step in coming forward and providing the necessary details of Mr. Mukendi's condition. Officer Cunningham persuaded her to meet with the on call clinician from Riverside Community Care at the station. Officer Cunningham set the appointment for January 13, 2018, a Saturday morning. I asked Officer Hughes to sit in the meeting as well since he has received training in the new, coordinated approach to dealing with chronically mentally ill people.

Officer Cunningham prepared copies of the reports detailing prior encounters with Mr. Mukendi and presented them to the Riverside clinician. Ms. Alungulesei provided more details that we were unaware of, such as, the suicidal and homicidal statements he made to her on numerous occasions. The clinician, now armed with adequate facts, called for and obtained an involuntary treatment commitment order from Riversides on call doctor.

Officers Cunningham, Hughes, Lindelof and I served the order later that morning at Mr. Mukendi's apartment without incident. The officers insured the public safety while treating Mr. Mukendi with the utmost professionalism. They insured he was dressed, had his phone, keys and identification and that nothing was left on in his apartment which they secured.

Once Mr. Mukendi was safely transported to the hospital, Officer Cunningham followed up with a telephone call to Mr. Mukendi's landlord. Officer Cunningham was able to convince the landlord not to evict Mr. Mukendi. He likely would have been homeless without this step. All the officers involved in this case were thoroughly professional but Officer Cunningham deserves special mention since he brought the interested parties together to share the facts and secure the necessary treatment for Mr. Mukendi.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Glen Gerrans", with a long horizontal flourish extending to the right.

Glen Gerrans, Sergeant