

**Advisory Minutes**  
**September 21, 2011**  
**Juliani Meeting Room, Wellesley Town Hall**

Virginia Ferko called the meeting to order at 6:35 p.m. Those present also included Robert Capozzi, Rebecca Epstein, Marjorie Freiman, Ann Marie Gross, Laura Hockett, Catherine Johnson, Philip Licari, David Murphy, Maura Murphy, Richard Page, Deborah Robi, Richard Woerner, and Derek Redgate (7:30). Jack Haley left to attend the facilities maintenance ad hoc committee meeting.

K.C. Cato and Susan Littlefield of the School Committee provided an overview of the School Committee budget planning process for new members.

The meeting was recessed at 7:25 p.m.

Ms. Ferko recalled the meeting to order @ 7:30 p.m.

Citizens Speak

No one spoke at Citizens Speak

Upon a motion made by Maura Murphy and seconded by Laura Hockett the Advisory Committee voted 14-0 to approve the September 14, 2011 meeting minutes, with correction of a typographical error.

Update by Advisory Committee Schools Subcommittee

Richard Page, Advisory Committee, Susan Littlefield, School Committee Chair and K.C. Kato, School Committee presented. Mr. Page reported that the Schools Subcommittee has been working with the School Committee to improve budget formatting and timing. Their discussions have focused on 3 areas: reporting of full sources and uses for the schools, reporting of prior year actual expenditures for each line item in the budget and reporting of actual expenditures and budgets for personnel rather than by FTE only. This will help Advisory see more details of the budget and provide more clarity to all. Advisory expects this year's budget book to include FY11 actuals, FY12, approved budget and FY13 proposed budget. Mr. Page reported that they are also discussing possibly changing the timing of the budget with the thought that waiting longer to produce an initial budget may result in a clearer first cut. Ms. Ferko emphasized that if there was a delay in receipt of the budget, transparency and clarity would be critical in order to allow Advisory sufficient time to evaluate the Budget. Questions were addressed from Advisory. K.C. Kato described the process between presentation of budget in December and early January.

Mr. Page discussed the reviews and audits concerning the school business office. In response to the billings and collections issues in the food service system, an audit was done by Powers and Sullivan of systems and controls in revolving and revenue accounts, which concluded that more could be done to strengthen internal controls. Questions from the committee were addressed.

The School Committee reported that it had decided to conduct an external review of the adequacy of Business Office resources. Questions from the committee were addressed.

## Review and Discussion of “The Elements of a Complete Review of Non-Budgetary Town Meeting Articles”

Ms. Ferko handed out and reviewed a sheet regarding the Elements of Complete Review to assist members of Advisory in preparing their write-ups, particularly in non-budget articles that come before Advisory. Questions from the committee were addressed.

## Special Town Meeting proposed articles – presentation by Board of Selectmen

### Amendment to Linden Square Development Agreement

Hans Larsen, Executive Director of the Town and Barbara Searle, Board of Selectmen, Chair presented. Mr. Larsen explained that the Development Agreement for Linden Square prohibited car dealerships following the expiration of the VW lease in December 2011. Since that time, there have been two amendments to the Development Agreement permitting extensions on the VW lease in the last couple of years. There have been some short term extensions on lease so it can continue through to 2013, in exchange for modest financial contributions to the Town not defined in original agreement and the commitment to redo the sidewalk. Federal Realty approached the Town with an interest in having VW stay there on long term basis and obtaining a lease extension of possibly 20 years. The Board of Selectmen is in the process of discussing the terms of what that extension might be. The terms will likely include a requirement that vehicles be unloaded on the property rather than in the street to resolve existing traffic issues.

### Special Legislation Regarding Liquor Licenses

Katherine Babson, Board of Selectmen, presented. Ms. Babson gave a brief history of liquor licenses in the town. In 1976 the town adopted a statute that permitted the Town to issue liquor licenses to restaurants with 100 or more seats. As part of the Wellesley Square Initiative the selectmen have been working with the merchants and property owners in Wellesley Square to help revitalize the Square. Some property owners suggested that additional restaurants might help increase foot traffic, but many of the available rental spaces are too small to accommodate 100 or more seats. The selectmen want to move forward to obtain special legislation from the Massachusetts General Court giving Wellesley the authority issue liquor licenses to restaurants with 50 or more seats. The Board of Selectman will also develop regulations implementing the new law. While draft regulations may not be in place before Special Town Meeting the Board plans to present the Board’s view on what will be covered in the regulations. These will include restrictions limiting liquor licenses to sit-down restaurants (as opposed to fast food, cafeteria style or drive through restaurants).

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### Discussion of Advisory Committee budget letter to Town boards

Ms. Ferko distributed a memo regarding the Advisory Committee budget letter. The letter will contain a set of expectations Advisory has for budget information. The committee discussed what should be incorporated in the letter.

### Announcements

Association of Town Finance Committee Meeting is on October 15, 2011.

Board of Selectmen will consider tax classification at their meeting on Monday September 26.

### Calendar Updates

Saturday September 24, there will be a tour of Fuller Brook Park at 9:45 a.m. Bids for the design and permitting of the project have been reviewed and the Fuller Brook Park Coordinating Committee is working on a budget for Phase 3.

Mr. Redgate mentioned that the MLP will be meeting September 22. The MLP may need to go to Special Town Meeting for approval of an additional appropriation for the new building addition. The estimate is \$600,000 over what was previously approved by Town Meeting. Representatives of the MLP will meet with Advisory on October 5.

There is a proposed Special Town Meeting article regarding the lease of a town owned aqueduct parcel in front of the Bank of America building on Washington Street. Bank of America wishes to extend the current lease long term. The Board of Selectmen would like to propose an amendment to the current policy in place in regards to procurement when an abutter seeks a lease extension.

Upon a motion made by Maura Murphy and seconded by Laura Hockett the Advisory Committee voted 14-0 to adjourn the meeting.

The meeting adjourned at 9:30 p.m.

Documents : Agenda for the September 21, 2011 Advisory Committee Meeting, Wellesley Public Schools Budget Overview (power point) ; Elements of a Complete Review for Advisory Committee, Discussion Notes for Advisory Committee letter to Town Boards re: FY 2013 budgets