

Board of Selectmen – March 11, 2013

Present: Tsagaris, Gibbs, Searle, Babson

Also present: Larsen, Connolly

Absent: McCauley

Call to order: Meeting called to order at 7:00pm.

Warrant approved: #2013-036 in the amount of \$3,989,739.77.

Minutes approved: none

Announcements

Ms. Tsagaris announced that 127 hydrants have been adopted through the Adopt a Fire Hydrant program. More information available at [www.wellesleyma.gov](http://www.wellesleyma.gov).

The Tolles–Parsons Center forum was successful with over 75 people in attendance.

The next Board of Selectmen meeting will be next Tuesday, March 19 at 7:00pm. At this meeting there will be a public hearing on Pedestrian and Bicycle Safety. Next Monday Wellesley club will hold their annual town affairs night.

### **Citizen Speak**

None

### **2. Executive Directors Update**

Mr. Larsen reviewed the request from the Department of Public works for a supplemental appropriation of \$250,000 for the snow and ice budget. With the previously approved \$200,000 this brings the total to \$450,000.

**The Board voted (4-0) to approve the request from the Department of Public Works for \$250,000 of additional funds for snow and ice removal.**

Mr. Larsen noted that due to the storm the HR Board was unable to meet to discuss Lt. Pilecki's compensation package for the Deputy Chief of Police position and they will do so at their next meeting.

### **3. Deputy Chief of Police Appointment**

Police Chief Terrence Cunningham and Lieutenant Jack Pilecki joined the Board. Chief Cunningham presented a brief history of Lt. Pilecki's time with the Wellesley Police Department, including his outstanding accomplishments. Lt. Pilecki has been with WPD for over 30 years beginning as a patrol officer. Chief Cunningham recommended Lt. Pilecki for the position of Deputy Chief of the Wellesley Police Department.

**The Board voted (4-0) to appoint Lt. Jack Pilecki to the position of Deputy Chief of Police subject to the approval of the compensation package by the Human Resources Board.**

#### **4. Facilities Maintenance**

Joe McDonough, Facilities Director and Allen Hebert, Energy Manager, joined the Board.

Mr. Larsen discussed contract templates and project management manuals for small and large projects that were developed by the Facilities Maintenance Department staff which will aid in compliance with procurement laws as it relates to facilities maintenance projects. These materials were reviewed by MIIA and Town Counsel. While developing these documents, the Facilities Maintenance Department staff reviewed similar materials from surrounding communities.

Mr. McDonough made a presentation to the Board in which he discussed the project manuals as well as the idea of creating a centralized purchasing department within the Town. Mr. McDonough discussed a need for the standardization of documents and why it's important, as well as the proposed project manuals, how they were developed, and how to use them. He reviewed key points regarding the Major and Minor Project Manuals. He also addressed the Town's lack of a central purchasing dept. He discussed different types of purchasing and problems with how the town currently handles purchasing.

Mr. McDonough gave a brief background on Mr. Hebert. Mr. Hebert described the work he has done in his first 100 days with the town which included familiarizing himself with the buildings and their users. He explained his work on the energy use metrics and Energy Conservation Measures (ECM) decision analysis. He reviewed software being used to track energy as well as his initial impressions up to this point.

Mr. Hebert discussed the Energy Policy and why it's essential. He reviewed key tenants of the Energy Policy how it incorporates into the Town's commitment to energy reduction. He concluded with a discussion of current and proposed energy projects.

**The Board voted (4-0) to approve the Town of Wellesley Energy Policy dated February 1, 2013.**

#### **5. Sustainable Energy Committee (SEC)**

Susan Littlefield, Paul Criswell and Ellen Korpi joined the Board. The SEC came before the Board to discuss the Power to Save Campaign. Paul Criswell, MLP Chair, expressed his appreciation for the support of the SEC. Ms. Korpi presented the Power to Save program which focuses on helping the residential portion of town lower its carbon footprint. Power to Save is sponsored by the MLP and National Grid. They are currently doing outreach through various outlets and hope to get at least 400 households to take advantage of a no cost energy assessment. The SEC asked the Board for permission to place five sandwich Boards at different locations in Town. The SEC decided to seek other alternative as sandwich boards are currently banned on Town property.

Ms. Searle announced there is an opening on the SEC and that they would like to nominate Laura Olton who has become very involved with the SEC. Ms. Searle gave a brief background on Ms. Olton.

**The Board voted (4-0) to appoint Laura Olton as a member of the Sustainable Energy Committee for a term to expire June 30, 2014**

## **Preparations for 2013 Annual Town Meeting**

### Branch Libraries – Article 21

Ms. Gibbs gave an overview of maintenance issues surrounding the branch libraries and projected future capital needs. The recently completed envelope study concluded the branches would require over \$700,000 in work over the next several years and the cost of chimney would add another \$200,000. The question of who is responsible for maintaining the branches has not been resolved. The Board considered requesting the creation of a moderator appointed committee to determine the best use for the buildings. The Moderator determined this request would not fall within the scope of the existing Article 21. The Board will regroup to determine exactly what course they want to take and will insert an article at a future Town Meeting. Ms. Gibbs asked the Board for their thoughts and feedback. The Board will make no motion under Article 21.

### Renovation of MLP Substation – Article 17

Ms. Searle reviewed a decision made at the last meeting not to move Article 17 until further financial information was received from the Permanent Building Committee (PBC). At this time the Board has not received information from PBC. Ms. Searle presented a list of options which included: waiting to see if PBC can get the information to the Selectmen after their next meeting, putting the project on hold until a fall town meeting or to not move it forward with the project at all. The Board decided to put the project on hold.

### Tolles-Parsons Center – Article 18

Ms. Tsagaris presented an introduction to the Tolles-Parsons Center in which she gave a brief overview on the background of the center up to this point. Article 18 is requesting additional funding in the amount of \$165,313 for changes in design, building code updates and professional services. The Committee has used \$255,159 of the \$600,000 appropriated at Town Meeting. This additional funding request is contingent upon the Board's recommendation regarding the Community Center Proposal. Ms. Tsagaris also reviewed additional parking on Wellesley Housing Authority land and the benefits of this arrangement. Ms. Tsagaris presented a detailed review of the Community Center Proposal. Ms. Tsagaris asked the Board to decide whether or not there has been sufficient evaluation done of the proposal and the site to tell the Community Center it is not feasible under these circumstances. The Board decided not to move forward with the Community Center Proposal. The Board agreed to wait until they receive the final additional funding request needed to complete design from PBC before voting on Article 18.

### Hills Branch Library Chimney Repair – Article 20

Ms. Gibbs updated the Board on the review by PBC of the historical consultant's project scope with Weston & Sampson. The consultant's assessment is that the chimney is structurally compromised due to the infiltration of water over the years and had likely deteriorated long before the collapse. The consultant's recommended scope includes additional work to stabilize the base of the chimney to strengthen its structure and address the deficiencies that caused deterioration. Her proposal includes additional work to restore the fire place to working order. Weston and Sampson was asked to review 2 other proposed options which include partial restoration of the chimney or stabilization of the chimney again should it be decided the project will not go forward. It will cost an additional \$40,000 to restore

fireplace to working order and the Fire Chief has requested the fireplace not be restored as it is a public building.

The Board was in agreement that they do not wish to restore the fireplace to working order.

The Board decided to vote on this matter at its next meeting.

#### First Amendment to Wellesley Inn Memorandum of Agreement – Sign Agreement

Mr. Larsen reviewed a couple of final redline edits on the First Amendment to the Memorandum of Agreement.

**The Board voted (4-0) to approve the signing of the First Amendment of the Wellesley Inn Memorandum of Agreement dated March 11, 2013.**

Mr. Larsen reviewed two zoning changes related to the Wellesley Inn project under Articles 29 & 30.

**The Board voted (4-0) to support the motions under Articles 29 & 30.**

#### Bike Lanes - Article 37

Ms. Tsagaris updated the Board on Mr. Robert Edwards, citizen proponent of Article 37, recent appearance before the Advisory Committee and the discussion of whether or not this motion should be brought forward at town meeting. There are two upcoming meetings regarding bike lanes that Mr. Edwards has been invited to attend. Ms. Tsagaris also noted she has offered to host a meeting with Mr. Edwards, Chief Cunningham and Mr. Larsen to discuss any proposed motions. Mr. Edwards has agreed not to bring a motion forward to town meeting so the Town may look into the matter further.

#### **Town – Wide Financial Plan**

Mr. Larsen circulated a revised draft of the Five Year Capital Plan and reviewed some of the changes. There was a question around the request for the Tolles-Parsons Center. The final numbers will not be in until next week.

Mr. Larsen reviewed the most current changes to the latest draft of the Town Wide Financial Plan. Mr. Larsen noted that the only projections shown are for FY14, FY15, FY16, and FY17 as opposed to 5 years done the previous year. Mr. Larsen explained his reasoning for omitting FY18 was to avoid misconceptions of the debt service numbers and the deficit for that year.

**The Board voted (4-0) to authorize the Chair to sign the Town Wide Financial Plan.**

Mr. Larsen discussed the need to vote Article 8 for purposes of the Advisory Book. Mr. Larsen reviewed that they are still waiting for budget adjustments from the School Committee and anticipating they will reduce their budget by \$450,000. Mr. Larsen reviewed additional changes and assumptions as well as some discussion on how to deal with the MLP substation building. Mr. Larsen noted that there are three motions under Article 8.

**The Board voted (4-0) to approve the Fiscal Year 2014 Omnibus Budget Motions to be considered under Article 8 of the Warrant for the 2013 Annual Town Meeting.**

Ms. Tsagaris questioned whether anything needed to be voted under Article 7, it was decided to do it at the next meeting.

### **Projects and Other Updates**

Wellesley Square Initiative – Ms. Searle noted a meeting on March 12<sup>th</sup> with the merchants and she will give an update at the Board's next meeting.

Advisory – David Murphy joined the Board and gave an update of where they stand with the Advisory Report, including which Articles they have not been able to vote on yet.

Fuller Brook Park – Ms. Babson noted that the Fullerbrook Committee met and finalized plans for permitting.

900 Worcester Street – Ms. Tsagaris noted the 900 Worcester Committee voted not to move their motion requesting additional funds forward at Town Meeting.

Transportation – Ms. Gibbs noted that the grant proposal went in last week. The grant is for 3 year pilot program to fund a fixed route bus service in Wellesley at a cost of \$200,000 each year. Ms. Gibbs hopes to hear back within a month.

Wellesley Square Initiative – Ms. Tsagaris noted that last week's listening forum was cancelled and has been rescheduled to the following Friday. The Committee met this morning and received updates from higher education subcommittee, private industry subcommittee, and school subcommittee. Questions dealt with what students need to have going forward, what higher education institutions are seeking and what kids need to be successful. Ms. Tsagaris reviewed some of the results and noted it will all be written up and distributed.

Ms. Tsagaris noted the only Articles not voted are the Hills Branch Chimney(Article 20), Tolles-Parsons Center (Article 18), and FY13 budget adjustments (Article 7).

The meeting was adjourned 10:27pm.

Documents Presented: Facilities Presentation, Power to Save Presentation.