

Board of Selectmen meeting: November 12, 2013

Present: Babson, Searle, Gibbs, Tsagaris, McCauley (entered the meeting at 7:15pm)

Also present: Larsen, Jop, Connolly, Robinson

Warrants approved: #2014-017 in the amount of \$2,375,132.50

Meeting called to order at 6:30pm

Ms. Babson noted that the Veteran's observance the day before was very good and meaningful service. She also reminded residents that the RDF will be open for the next three Sundays for yard waste collection.

1. Citizen Speak

none

2. Justine's Grill

Ms. Babson called to order the public hearing for Justine's Grill, 978 Worcester Street. Ms. Babson reported that the applicant for the all alcohol license has requested that the petition be withdrawn without prejudice.

The Board voted (4-0) to approve the request dated, November 11, 2013, from Classic Restaurant Group, Inc. d/b/a Justine's Grill's to withdraw without prejudice their application for an all-alcohol license.

Ms. Babson closed hearing for the all alcohol license for Justine's Grill.

3. Executive Directors Update

Minutes

The Board voted (4-0) to approve the minutes of October 25, 2013 and November 8, 2013 Board of Selectmen's meetings.

Annual Town Report

The Board voted (4-0) to approve the Selectmen's report for inclusion in the 2012-2013 Annual Town Report.

Mr. Larsen noted a request he received from the counsel of the owners of 4 Great Plain Avenue, requesting permission to construct a fence which would encroach Town property. A photo was displayed which showed the area where the the fence is to be installed. At this time there is no payment proposal attached to this encroachment. Mr. Larsen asked the Board to consider this request and discuss their comments at the next meeting.

Ms. Babson noted that following this meeting the Selectmen would proceed to the Library for a joint meeting at 7:30pm with the School Committee for a presentation on the FY15

Facilities Maintenance Capital Budget by Joe McDonough, Facilities Maintenance Director. At 9:30pm, the Selectmen would meet at the Planning Board meeting to discuss the Tolles-Parsons Center.

4. 2014 ATM Draft motions

Mr. Connolly reviewed changes to the Draft Annual Town meeting motions and asked for comments.

5. Salary increases

Ms. Tsagaris noted that at Annual Town Meeting the series 50s and 60s employees were rewarded a 2% increase but that they neglected to put this increase through for the Executive Director and Police Chief. Ms. Tsagaris reviewed the increase amounts and noted they are retroactive.

The Board voted (4-0) to approve a 2% salary increase for both the Executive Director of General Government Services, Hans Larsen, and the Chief of Police, Terrence Cunningham.

Old Business/New Business

Ms. Babson noted a request by the Town Moderator to withdraw Article 12 of the Special Town Meeting related to electronic voting. The Board had agreed to sponsor the article to accommodate the Moderator, who had requested town meeting vote to form a study committee to make recommendations on the use of electronic voting at town meeting. After much discussion it turned out to be an unworkable way for the Moderator to get a motion onto the floor and be an advocate for it because it would have been impracticable and unfeasible. A committee to study electronic voting will not be proposed at the December 9, 2013, Special Town Meeting.

Ms. Gibbs noted that the Board was approached by Phyllis Theermann, on behalf of the Wellesley Green Schools, to support and participate in a Town-wide no idling initiative. This initiative is currently being supported by other organizations in Town and they are requesting that the Board support this initiative. This initiative helps to reinforce state idling laws and advance Town's emission reduction efforts. Ms. Theerman has also requested, on behalf of Sustainable Wellesley, that the Board consider, this holiday season, using LED lights on the trees and to turn the lights off at night sooner than planned in order to conserve energy. Ms. Gibbs asked Board to support both requests. The Board agreed to sponsor the "no Idling" initiative. Ms. Babson noted that currently lights on the trees are already LED lights and lights on trees will be on timers. The Board agreed that the lights with timers will go off at 11pm, and that they will monitor the situation to see how this works. The lights attached to poles will go on at dusk and off at dawn as they are not on timers.

Mr. Larsen noted officials from the town met with the Massachusetts School Building Authority. He reported that the meeting was productive. He reviewed details from the meeting.

6. Police Lieutenant Promotion

Police Chief Cunningham, Deputy Chief Pilecki and Sergeant Whittemore joined the Board. Chief Cunningham introduced Sergeant Whittemore's family and friends and noted that he was there to recommend that Sgt. Whittemore be promoted to the position of Police Lieutenant. Chief Cunningham reviewed the promotion process as well as Sgt. Whittemore's accomplishments.

The Board voted (4-0) to promote Sergeant Scott Whittemore to the position of Lieutenant for the Wellesley Police Department.

Marathon numbers

Ms. Tsagaris stated that this year the marathon invitational entry process was conducted differently than in the past and noted that 16 individual applications were received, and 23 applications were received from charities. Ms. Tsagaris submitted recommendations of who should receive the invitational entries and noted that all applicants will be notified tomorrow as to whether or not they have been accepted.

The Board voted (5-0) to adopt the recommendations set forth in the memorandum from Terri Tsagaris regarding allocation of invitational entries for the 2014 Boston Marathon and that all be applicants be notified by, November 15.

Documents presented:

- Photos of 4 Great Plain Avenue proposed fence location

At 7:15 the Board proceeded to the Wakelin Room at the Wellesley Free Library.

Resumption of Board of Selectmen Meeting: November 12, 2013

Present: Searle, Gibbs, Tsagaris, McCauley

Also Present: Larsen, Jop, Connolly

7:30 pm Joint Meeting with School Committee to review Facilities Maintenance Department's FY15 Cash Capital Budget.

Ms. Searle began the presentation with a few comments on the work of the Town-wide Facilities Committee.

Mr. McDonough, Facilities Director, gave a status update on capital projects, the Facilities Maintenance Department's role in capital planning, town-wide capital plan, capital planning & budgeting approach, budget development process, and the FY15 capital budget requests.

Capital Projects

There is a significant increase in cash capital requests from \$893,000 in FY13, \$1,141,000 in FY14, and \$1,500,000 requested in FY15. Progress on recent projects is summarized as follows:

FY13 - 64 Of 66 projects completed or in progress.

FY14 - 58 of 67 projects completed or in progress.

The success was made possible by the FMD organizational structure and by completing more projects with in-house staff.

Capital Planning

Mr. McDonough presented a list of capital projects for all school facilities and any town facilities under the jurisdiction of the Board of Selectmen. Capital planning is one of FMD's most important functions. These projects are first identified via inspections, feedback, and studies. FMD's capital planning role starts in August and ends at annual town meeting.

Capital projects proceed in one of three ways. 1) Cash Capital (under \$100K) FMD executes all aspects. 2) Major Projects (over \$100K) PBC manages and FMD provides support on behalf of its customers. 3) Further Study (i.e. SMMA studies).

Relationship to Town-wide capital plan

Mr. Larsen reviewed an initial scenario of the financing of the 10 year school facilities capital plan. This initial cost estimates total \$76,533,000. This scenario showed potentially 4 debt exclusion votes (FY15, FY17, FY18, FY19). Design funds are typically funded through free cash, and construction funds are funded through inside the levy debt or excluded debt.

Mr. Larsen presented a graph of town-wide debt service. The 10 year school facilities capital plan would increase the impact of town-wide debt service on the median homeowner from \$1,227 in FY14 to \$1,642 in FY22 on the median tax bill. This represents an increase of \$415, or 4.2%.

Mr. Larsen explained the plan will continue to evolve due to the revised timing of the Tolles-Parsons Center project, further analysis of the facilities capital plan, the need to factor in cost escalation, and uncertainty of MSBA funding.

Capital planning and budgeting approach

Mr. McDonough listed criteria and considerations including; safety, impact to work, learning environment, energy efficiency/sustainability, preventative maintenance, service life exceeded, interim measures and whether major renovation is planned.\

Major Projects

Schofield and Fiske renovations
Hardy/Hunnewell/Upham
Middle School renovations
Police & Fire HVAC replacements

Triage

MODS repairs
HVAC maintenance 2013-2014
Doors, carpeting, exterior lighting

Budget Development Process

Mr. McDonough summarized the capital budget development process as follows:

1. Tour all 20 buildings with managers in August
2. Evaluate previous requests
3. Meet with principals, department heads
4. Develop initial list of requests and generate costs
5. Prioritize monetized list
6. Review school list with school superintendent and business manager
7. Finalize list with FMD managers, Executive Director, and Financial Services Department
8. Final version presented tonight

Energy Use

Allen Hebert, Energy Manager presented the FY12 v FY13 evaluation of energy use, successful FY14 projects, energy management tools, and the energy conservation measures (ECMs) in the FY15 capital budget request.

In FY13 “normalized” energy use declined 8% due to installation of fluorescent lights, steam traps, and boiler work. FY14 projects include installing LEDS for exterior lighting at Bates and Sprague, upgrade metasys systems at main library/middle school, new metasys system at town hall, and planning for upgrades/installations at Fire Station 1, Warren, Hills Branch Library, Fells Branch Library, Sprague, Bates, and PAWS.

26% of FMD’s capital budget request for ECM’s (energy conservation measures). Mr. Hebert described energy conservation measures opportunities near term (exterior LEDs), midterm (interior LEDs), and long term (HVAC).

FY15 Capital Budget Requests

Mr. McDonough presented the FY15 FMD capital requests. The requests totaled \$1,500,000 with \$929,400 for school facilities and \$570,600 for municipal facilities. Mr. McDonough presented a detailed cost breakdown by building for the FY15 capital budget requests as well as projects costing more than \$100,000 both included in the 10 year capital plans and those not included in the 10 year capital plan.

Mr. McDonough presented images of the temporary space being used by FMD at the middle school and a conceptual floor plan of a new FMD office.

Presentation concluded at 9:15 pm and the Board returned to Town Hall.

Resumption of Board of Selectmen Meeting at Town Hall: November 12, 2013

Present: Babson, Searle, Gibbs, Tsagaris, McCauley

Also present: Larsen, Jop, Connolly, Robinson

The Board joined the Planning Board to discuss possible next steps related to the PSI application of the Tolles-Parsons Center which was not approved on November 4, 2013.

Ms. Tsagaris requested the Planinng Board engage in discussions with the Board of Selectmen to lead to the approval of the Tolles-Parsons Center Project of Significant Impact application. Ms. Tsagaris read a list of what the proponents believe are the open items that need to be answered. Ms. Tsagaris asked the Planning Board if there were additional items that need to be addressed. The Planning Board did not offer any additional information.

Mr. Robinson described the successful use of TDRT (town's development review team) in the Linden Square project review. Members of the Planning Board didn't feel this would be a good application for this type of review.

The Planning Board agreed to continue discussion at a later date and the Planning Board would respond to any subsequent materials submitted to them.

Meeting adjourned 10:30 pm