

**Board of Selectmen Meeting: December 21, 2015**  
**Present: Murphy, Freiman, Gibbs, Searle, Morgan**  
**Also Present: Larsen, Jop**  
**Minutes Approved: January 19, 2016**

**Warrants Approved:** #2016-024 in the amount of \$6,129,536.43 and #2016-023 in the amount of \$3,296,865.09.

The Board of Selectmen's meeting was called to order at 4:00pm.

1. **Citizen Speak**

None

2. **Executive Director's Update**

Minutes

Upon a motion made by Ms. Gibbs and seconded by Ms. Freiman, the Board voted (5-0) to approve the minutes of the November 30, 2015, and December 14, 2015 Board of Selectmen Meetings.

Gifts

Upon a motion made by Ms. Gibbs and seconded by Ms. Freiman, the Board voted (5-0) to accept the following gifts to the Fire Department's Senior Citizens Dinner Fund:

**\$40 Cash**  
**\$10 from Ruth Andress**  
**\$10 from Marie Nancy Kuhn**  
**\$10 from Janet Armstrong**  
**\$10 from Mary Griffin**  
**\$10 from Mary Bowers**  
**\$10 from Judith Sassano**  
**\$20 from Mary and Gerald Kelley**  
**\$25 from Thomas and Alice Peisch**  
**\$25 from the Hearn Family Living Trust**  
**\$50 from Stephen and Susan Miele**  
**\$50 from David Roth and Marie Demay**

Appoint Temporary Parking Clerk

Mr. Larsen noted that the current Parking Clerk will be going out on medical leave on January 8, 2016. Town Counsel has advised the Selectmen's Office Town to assign a temporary Parking Clerk in the interim. Larry Hunt, former Parking Clerk, is the candidate proposed to be appointed in the interim.

**Upon a motion made by Ms. Gibbs and seconded by Ms. Freiman, the Board voted (5-0) to appoint Larry Hunt as Temporary Parking Clerk effective January 8, 2016.**

## New Year's Eve Liquor Extensions

**Upon a motion made by Ms. Gibbs and seconded by Ms. Freiman, the Board voted (5-0) to approve the extension of liquor service until 1:00 am on New Year's Eve 2015 for:**

**Blue Ginger, 583 Washington Street**

**Bocado Tapas & Wine, 45 Church Street**

**Susu's Bakery Boutique, 575 Washington Street**

## Amarin – Approval of New Officer/Director

Ms. Jop noted that the Amarin II restaurant in order to comply with the ABCC has submitted a request for approval of a new officer and director. The current owner continues to serve as the officer and director and the request is merely an administrative clean up.

**Upon a motion made by Ms. Gibbs and seconded by Ms. Freiman the Board voted (5-0) to approve Sam Rojansauvan as the officer and director for Amarin II, Inc. located at 27 Grove Street.**

### **3. West Suburban Health Group – Joint Purchase Agreement Changes**

Marc Waldman, Town Treasurer joined the Board. Mr. Waldman briefly reviewed major changes to the West Suburban Health Group in the past year, most notably the exit of four towns from the group, which was allowed under the current Joint Purchase Agreement. He noted that under the existing agreement any town that pulled out of the consortium would lose their share of the surplus, although there would be no charge for run-out claims. The run-out claim totals of the four communities that left was just under two million dollars, which resulted in a significant hit to the fund balance. As a result of these actions, modifications were suggested to the Joint Purchase Agreement. The proposal is for a community that wishes to pull out from the group to assume some financial responsibility for their run-out claims. The change to the agreement would require communities pulling out to pay a portion of their run-out claim, although they would not be responsible for the entire amount. Mr. Waldman briefly discussed some of the other changes to the agreement. Mr. Waldman noted that he is inclined to vote in favor of these changes, but sought the Board's opinion. The Board concurred on the proposed changes.

### **4. Facilities Maintenance Department (FMD) Capital Plan**

Mr. Joe McDonough, Facilities Director, joined the Board. Mr. McDonough gave the Board an update on the status of all Town buildings. He briefly reviewed the FMD's role in Capital Planning. The FMD's total capital request is \$1.75 million.

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

Ellen Korpi, SEC Chair and Katy Gibson, SEC Member joined the Board. Ms. Gibbs noted the SEC was hoping to get the Board's approval on the restoration of funding and proposed update of the job description for the SEC staff position as provided in Article 12 of the Town Bylaws. Ms. Gibbs briefly reviewed the history of the SEC staff position. She noted it was an un-benefitted position first filled in 2010 and funded equally by the Municipal Light Board and the Board of Selectmen. It has been vacant due to insufficient funding, leaving the SEC with limited administrative and program support to fulfill its mission. The MLP Board has once again voted to provide half of the funding to help restore the position. She noted that much of the remainder of the cost can be covered by the SEC's existing budget

with some reallocation of funds for personnel services. Ms. Gibbs noted the budget request is an increase from \$15,033 to \$20,000. The increase funding would restore the position salary to just under what it was in FY12. Ms. Gibbs reviewed a breakdown of the budget costs. She noted that this new position would be appointed by and report to the Town Manager. Ms. Korpi reviewed the SEC's current support needs. Ms. Gibson reviewed the job description and classification.

#### **6. Police Patrolman Appointment**

Police Chief, Terry Cunningham, Deputy Chief, Jack Pilecki and Patrolman candidate, Matthew Wall joined the Board. Chief Cunningham briefly reviewed Mr. Wall's background and recommended him for the position of Patrolman to the Board of Selectmen. Mr. Wall introduced his family and answered several questions from the Board.

**Upon a motion made by Ms. Gibbs and seconded by Ms. Freiman, the Board voted (5-0) to appoint Matthew B. Wall to the Wellesley Police Department as a Police Officer contingent upon the successful completion of the Police Academy and successful completion of a one-year probationary period following the successful completion of the academy.**

#### **7. Strategic Plan Update**

Ms. Gibbs updated the Board on the status and activities of the Strategic Plan Committee. She noted the Board had received an updated draft of the scope and process for the unified plan and would receive an updated scheduled for the unified plan shortly. She noted a few changes to the draft scope and noted the Committee is ready to reach out to the Boards to garner their input on the document. The Committee will make a brief presentation at the next inter-board meeting and to Advisory as part of the Planning Board's capital budget presentation. The Community Preservation Committee voted at their last meeting to contribute \$60,000 toward the total funding request of \$150,000 for the development of the plan. After discussion, the Strategic Plan Committee came to the conclusion that a warrant article would not be needed as it is included in the Planning Board's Capital Plan. They will still make a presentation at the beginning of the budget presentation and a report will be included in the Advisory Book. Ms. Gibbs noted that the Board previously had a concern with the size of the working group. One of the jobs of a hired consultant would be to oversee and organize the working group; therefore they do not believe it will be an issue. They expect to deliver the RFP in July of 2016.

#### **8. Update on HHU School Building Committee Update**

Mr. Morgan noted that the School Committee has formed a Parent Advisory Group. They have held six meetings in order to get input and take parents and neighbors through the extensive amount of prepared materials. The group will provide feedback to the School Committee and the School Committee will decide whether to go forward with the recommendation. The proposal at present is to request funding at the Annual Town Meeting (ATM) for a feasibility study around the recommendation. The current recommendation is to construct a new school at the Upham site and use it as swing space in order to do a renovation and addition at the Hunnewell School. The Hardy School would be closed permanently. The Schools would potentially come back to the 2017 Annual Town to ask for schematic design funds. Mr. Morgan reviewed the potential roles of the School Facilities Committee and the formation of a School Building Committee as well as overlap concerns that may arise.

#### **9. Selectmen's Operating Budget**

James Ryan, Budget Analyst joined the Board. Mr. Larsen distributed a sheet that detailed where they are in relation to the 2.5% guideline with and without shared services. The total budget request is \$526,000. He briefly reviewed a breakdown of additives to the 2.5% budget which totals \$176,000 over the guideline. Mr. Larsen discussed several scenarios on how to close the gap to meet the guideline. The Board discussed the gap, asked questions, and supplied feedback. The Board decided they would like more time to think about the scenarios. Mr. Larsen noted that upon an initial rollup of the overall Town Budget, there is a 1.9 million dollar deficit range. A budget summit is scheduled to discuss the deficit.

#### **10. Preparations for Special Town Meeting (STM)**

Mr. Murphy noted that the Warrant for the February 1, 2016 STM was previously opened. This STM is to address the remaining bylaw proposals from the fall STM. The bylaws will address the budget process, the appointments of various positions in Town, and the Human Resources (HR) Board and the HR Director. He noted two town-wide meetings on Tuesday, January 5, and Saturday, January 9, to discuss the bylaw proposals, and to solicit feedback from Boards and citizens. They are currently working on taking the budget bylaws and listening to various proponents who made amendments at the fall STM and to see if there is any common ground. There has been some progress although there is more work to do.

Mr. Murphy solicited feedback from the Board on when they would like the Town Manager form of government to take effect. Once the bylaw is approved it will go to the State Attorney General for review and then the bylaws will become effective. Mr. Murphy noted that they needed to decide as a Board when they want them to become effective. The Board suggested making an amendment that would keep the Bylaws from taking effect immediately.

Mr. Murphy reviewed an issue related to Article 8, in regards to appropriating money. He noted that when monies are appropriated, they are appropriated to a Board. This is not the way other towns do it. He questioned whether they anticipate changing in the near term or continuing under the existing system. He also questioned who is authorized to spend the money for the department. Mr. Larsen noted that Town Counsel and the Finance Director have a draft of new motion language addressing this issue.

The Board also discussed the timing of Town Meeting and potentially starting later. They decided to revisit this issue at a later date.

Mr. Murphy briefly reviewed the upcoming meeting schedule.

#### **11. Old/New Business**

Ms. Searle noted that the Police Station roof is proposed to be slate.

**The Board of Selectmen's meeting was adjourned at 7:30 pm.**

#### **Documents Presented:**

- FMD Capital Plan Presentation to the Board of Selectmen