

**Board of Selectmen Meeting in the Wakelin Room at the Wellesley Free Library: January 9, 2016**  
**Present: Murphy, Freiman, Gibbs, Searle & Morgan**  
**Also Present: Larsen**  
**Minutes Approved: February 22, 2016**  
**Warrants Approved: #2016-027 in the amount of \$1,741,088.87**

**Meeting called to order at 10:10, following Mr. Murphy's presentation to various Board and Town Meeting members regarding the Selectmen's expectations regarding the proposed Town Bylaw changes related to the budget process.**

Mr. Murphy reviewed the agenda for today's session

**1. Citizen Speak**

Matt Kelley, Chair of the School Committee asked if there would be an opportunity for members of the audience to ask questions or otherwise participate in the discussion. Mr. Murphy responded affirmatively.

**2. Discussion of Town Bylaw changes to be considered at the February 1, 2016 Special Town Meeting related to transition to a Board of Selectmen – Town Manager form of government**

Ms. Freiman began to review the latest edits to Article 2A (Budget Bylaw) suggested by Ray Miyares, Town Counsel. Prompted by a comment by Mr. Morgan, the Board agreed to defer further discussion of Mr. Miyares's proposed edits until he is present.

Ms. Freiman resumed a review of the other various proposed edits to Article 2A. The Board agreed that the repetitive references to the Town Manager operating "under the supervision of the Board of Selectmen" are not helpful.

Kathleen Woodward expressed support for retaining the reference to the supervisory role of the Selectmen.

Mr. Morgan reaffirmed the Board is not supportive of this change.

Similarly, Ms. Freiman suggested the Board eliminate the reference to the Superintendent working "under the supervision of the School Committee". The Board concurred.

With regard to the responsibilities of Boards and Officers (6A.2.c), the Board agreed this section should focus on the role of the Boards and Officers, vs. the Town Manager's obligation to consult with Boards. Mr. Morgan suggested language be added somewhere that conveys the expectation the Town Manager will substantively engage with boards at the outset of the budget process. Mr. Larsen suggested the proposed bylaw be re-sequenced, such that the language relative to the Town-Wide Financial Plan (TWFP) precedes the language relative to the annual budget process. This would better reflect the fact that the TWFP is intended to be the foundation for the annual budget.

Mr. Morgan suggested a refinement to the language of 6A.3.a, to consider estimates of anticipated income beyond just fees and fines. The Board concurred.

The Board further discussed the variables the Town Manager should take into account in preparing the annual budget. Ms. Freiman recapped the agreed items.

The Board discussed the proposed requirement that the Town Clerk post budget-related documents on the Town website. Ms. Freiman reported that Kathy Nagle submitted a note indicating that she does not view this requirement as an appropriate duty for the Town Clerk's office. Mr. Larsen explained that there are approximately 20 different submissions in each budget cycle, the submissions sometimes contain errors and need to be fixed, and a number of the submissions are incomplete (e.g., they may not include provisions for the cost of union wage increases due to an unsettled contract). Mr. Larsen believes it would be more appropriate for the Town Manager or the Finance Department to post documents to the website concurrent with the key submissions required under the later provisions of the proposed Bylaw. This would allow time for the Town Manager and Finance Department to QC (quality control) the submissions and consolidate them into a complete document.

Mr. Kelley inquired whether there is to be a requirement for someone to review and approve the TWFP and Five-Year Capital Budget Program. Mr. Morgan believes the Board of Selectmen should approve these documents. Ms. Searle does not believe a public hearing should be required.

Mr. Murphy believes the Board should approve the TWFP and Five-Year Capital Budget Program, and will take further comments before deciding whether a public hearing should be required.

The Board will continue this discussion next week.

At 12:05 the meeting was adjourned.