

Approved: July 27, 2021

Select Board Meeting: June 28, 2021

Present: Ulfelder, Olney, Sullivan Woods, Aufranc, Lanza

Also Present: Jop, Frigulietti

Warrants approved: none

Meeting Documents:

1. Agenda
2. Recommended Contract Agreement for FY22 Deputy Chief Whittemore
3. CARES Cost Summary
4. MGL Chapter 44 Section 33B
5. DLS Guideline Release – May 2017 Appropriation Transfers
6. Department Transfer Requests
7. Class I Auto License Application – FURT II dba Bernardi Nissan
8. 28 Crescent Street Remediation Plan
9. Correspondence re: COA Appointments
10. Background re: WHDC Appointments
11. Draft SB Minutes: 5/24/21; 6/7/21
12. COA Gift Information
13. Correspondence and draft regulations re: Alcohol Licenses
14. DPW Gifts
15. Community Fund for Wellesley Grant Distribution Update
16. MassBay Community College Press Release

1. Call to Order

Mr. Ulfelder, Chair, called the meeting to order at 6:00 pm online.

Mr. Ulfelder announced the meeting was being streamed live on Comcast channel 8 and Verizon channel 40 and by Wellesley Media and recorded for subsequent viewing on the cable channels or at wellesleymedia.org.

2. Citizen Speak

None.

3. Discuss and Vote Employment Agreement with Deputy Chief Whittemore

Ms. Jop briefly reviewed the annual contract for Deputy Chief Whittemore. She stated that the agreement included a 2% salary increase with no other changes to the contract. The Board briefly discussed the contract.

Upon a motion by Ms. Sullivan Woods and seconded by Ms. Olney, the Board was polled and voted (5-0) to approve the employment agreement from July 1, 2021 through June 30, 2022 with Deputy Police Chief F. Scott Whittemore and to set the FY22 salary at \$171,250.

Sullivan Woods – Aye

Olney – Aye

Ulfelder – Aye

Aufranc – Aye

Lanza – Aye

4. Discuss and Vote Year End Transfers

Ms. Strother, Town Finance Director and Chief DeLorie joined the Board.

Ms. Strother reviewed the process for year-end transfers. Ms. Jop stated that COVID related matters, several union negotiations, public records requests, and litigation costs had contributed to the need for increased legal consultation. She added that the FMD had been identified for having available expenses to be used for the transfer. Ms. Jop stated that an additional appropriation to the legal budget was anticipated at the Fall Special Town Meeting. Ms. Strother noted that the amount of funds available was due to projects delayed by COVID, she added that many departments would have significant turnback from FY21 due to COVID. The Board discussed the transfer request to the legal budget.

Chief DeLorie reviewed the transfer request of the Fire Department, noting the main drivers of expense including medical expenses, COVID related expenses, and overtime costs. Mr. Ulfelder noted the eight vacancies on the department that contributed to the overtime costs. Chief DeLorie stated that the newly hired firefighters were in process of completing the academy and a new exam would be held in August to hire for the one vacancy.

Ms. Jop stated that she and Ms. Strother would bring the transfer request to Advisory on July 7th.

Upon a motion by Ms. Sullivan Woods and seconded by Ms. Olney, the Board was polled and voted (5-0) to approve the transfer of \$158,700 from Police Department Salaries to Fire Department Salaries and to transfer \$150,000 from FMD Expenses to Legal.

Sullivan Woods – Aye

Olney –Aye

Ulfelder – Aye

Aufranc – Aye

Lanza – Aye

5. Discuss and Vote Class I Auto License at 962 Worcester Street

Mr. Marshall and Mr. LePage of the Bernardi Auto Group joined the Board.

Ms. Jop reviewed the application, noting that the Bernardi Auto Group had held a Class I license at the location previously. She stated that staff recommended approval of the application pending final signoffs from the Building Department for open permits, Fire Department, and the Design Review Board. Mr. LePage reviewed the dealership location and noted the changes to the facility currently underway. He added that the group anticipated opening the dealership in September. The Board discussed the application.

Upon a motion by Ms. Sullivan Woods and seconded by Ms. Olney, the Board was polled and voted (5-0) to approve the Class I License to FURT II, Inc. dba Bernardi Nissan at 962 Worcester Street until December 31, 2021 contingent upon final sign off from the Building Department, Fire Department, and Design Review Board.

Sullivan Woods – Aye

Olney –Aye

Ulfelder – Aye

Aufranc – Aye

Lanza – Aye

6. Discuss and Vote Encroachment Remediation 28 Crescent Street

Ms. Jop reviewed the background of the encroachment and remediation at 28 Crescent Street. She stated that the Engineering Division and Ms. Vlass had reviewed and approved the plan submitted to the Board. She noted that one Town tree had been lost and would be replaced and a new retaining wall would be installed on the property line as would a new fence. Ms. Jop reviewed the recommendations from Ms. Vlass regarding the replanting and adding of woodchips. The Board discussed the encroachment and the recommendation from Ms. Vlass and the Engineering Department to remediate the trespass and damage.

Upon a motion by Ms. Sullivan Woods and seconded by Ms. Olney, the Board was polled and voted (5-0) to authorize the Executive Director to execute an access license agreement for 28 Crescent Street upon finalization from Town Counsel.

Sullivan Woods – Aye

Olney –Aye

Ulfelder – Aye

Aufranc – Aye

Lanza – Aye

7. Discuss and Vote Annual Board and Committee Appointments

Ms. Sullivan Woods reviewed the applications and review of candidates for open positions on the COA. She noted that there had been four finalists, noting the two candidates for appointment had been actively involved with volunteering at the COA in other capacities. She briefly reviewed the background of both appointees.

Upon a motion by Ms. Sullivan Woods and seconded by Ms. Olney, the Board was polled and voted (5-0) to appoint Tina Wang to the Council on Aging for a term to expire on June 30, 2024 and Kathleen Trumbull to the Council on Aging for a term to expire to expire on June 30, 2023.

Sullivan Woods – Aye

Olney –Aye

Ulfelder – Aye

Aufranc – Aye

Lanza – Aye

8. Discuss and Vote Appointments to West Suburban Health Group

Ms. Jop stated that the vacancy on the West Suburban Health Group was due to the retirement of Mr. Waldman. She noted that Ms. Frigulietti had been working with Mr. Waldman regarding the Health Group in order to transfer background and institutional knowledge.

Upon a motion by Ms. Sullivan Woods and seconded by Ms. Olney, the Board was polled and voted (5-0) to appoint Amy Frigulietti as the Town’s West Suburban Health Group representative.

Sullivan Woods – Aye

Olney –Aye

Ulfelder – Aye

Aufranc – Aye

Lanza – Aye

9. Executive Director’s Report

Ms. Jop provided an update on the ARPA funds, adding that Ms. Strother had applied for the Town's portion of \$3million on the basis of revenue loss and had received the first disbursement. She added that the Town continued to await information from the Norfolk County Commissioners regarding distribution and administration of additional ARPA funds.

Ms. Jop stated that the office had received many calls and emails regarding when Wellesley College would open their campus. She added that there had been communications with the College, and the College had many considerations regarding reopening and potentially closing the campus again in the future. Ms. Jop noted that in the past there had been visitors that had not followed the College rules and additional rules and enforcement may be enacted moving forward.

Ms. Frigulietti provided an update on the DEI taskforce, noting that she had met and discussed a communication plan and application process with the consultant Ms. Smith-McQueenie. She added the application would be rolled out and shared with the community by mid-July and hoped to have a taskforce in place by September. The Board discussed the DEI taskforce, its charge, mission, and application rollout.

Ms. Jop noted the draft minutes, adding that amendments sent to the Board earlier in the day. Ms. Jop reviewed the gift to the COA for the hot meal program from the Simmons Fund, and the grant from the Wellesley COVID Relief Fund to the Youth Commission for the Green Shirts Program.

Ms. Jop stated that a draft of proposed changes to the alcohol regulations had been included in the packet for the Board to review. She added that the Board would be discussing the proposed updates and comments from Town Counsel at a July meeting. She noted that the fee structure for alcohol licensing was being reviewed for adjustments and recommendations to the Board.

Upon a motion by Ms. Sullivan Woods and seconded by Ms. Olney, the Board was polled and voted (5-0) to approve the minutes of May 24, 2021 and June 7, 2021 as amended.

Sullivan Woods – Aye

Olney –Aye

Ulfelder – Aye

Aufranc – Aye

Lanza – Aye

Upon a motion by Ms. Sullivan Woods and seconded by Ms. Olney, the Board was polled and voted (5-0) to accept the gift of \$3,600 from the Almira Simons Fund to the COA for Hot Meal Delivery and to accept the gift of \$5,700 from Community Fund for Wellesley COVID Relief Fund to the Youth Commission.

Sullivan Woods – Aye

Olney –Aye

Ulfelder – Aye

Aufranc – Aye

Lanza – Aye

10. New Business and Correspondence

Ms. Sullivan Woods stated that the Community Fund for Wellesley COVID Relief Fund had issued its final gift and the fund would be temporarily closed. She noted the fund had disbursed \$125,000 into the community. The Board thanked and acknowledged the work of the Community Fund for Wellesley in helping the community.

The meeting was adjourned at 7:15pm
The next regular meeting is scheduled for July 20, 2021 at 6:00 pm online.