TOWN OF WELLESLEY MASSACHUSETTS

BOARD OF SELECTMEN

TOWN HALL • 525 WASHINGTON STREET • WELLESLEY, MA 02482-5992

ELLEN F. GIBBS, CHAIR
JACK MORGAN, VICE CHAIR
MARJORIE R. FREIMAN, SECRETARY
ELIZABETH SULLIVAN WOODS
THOMAS H. ULFELDER

FACSIMILE: (781) 239-1043
TELEPHONE: (781) 431-1019 x2201
WWW.WELLESLEYMA.GOV
BLYTHE C. ROBINSON
EXECUTIVE DIRECTOR OF GENERAL GOVERNMENT

SELECTMEN'S MEETING
TENTATIVE AGENDA
Middle School Library
6:30 P.M. Monday, March 26, 2018

1. 6:30 Citizen Speak
2. 6:35 Executive Director's Report
   - Babson One Day Licenses
   - Acceptance of Gift
3. 6:40 ATM Preparation
4. 6:55 New Business Correspondence

Next Meeting Dates: Tuesday, March 27, Annual Town Meeting
Monday, April 2, Annual Town Meeting
Tuesday, April 3, Annual Town Meeting

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SELECTMEN'S MEETING
TENTATIVE AGENDA
Middle School Library
6:00 P.M. Tuesday, March 27, 2018

1. 6:00 Call to Order
2. 6:01 Executive Session
   - Executive Session under M.G.L. c. 30A, §21(A), exemption #6 to discuss the purchase of real estate
3. 6:40 ATM Preparation
4. 6:50 New Business and Correspondence

Next Meeting Dates: Monday, April 2, Annual Town Meeting
Tuesday, April 3, Annual Town Meeting
Monday, April 9, Annual Town Meeting

3/22/2018
Black regular agenda items

Board of Selectmen Calendar – FY17

Date	*Selectmen Meeting Items*	*Other Meeting Items*
3/27 *Tuesday*	**ATM**	
4/2 *Monday*	**ATM** Passport Contract Extension Vote Execute Health Insurance Agreement Approve Eligibility Letter - 16 Stearns Road	
4/3 *Tuesday*	**ATM**	
4/9 *Monday*	**ATM/STM #1** Open Warrant for STM #2 - June 5/6 Vote to authorize SBC to release School OPM RFQ	
4/10 *Tuesday*	**ATM**	
4/16 *Monday*	**TOWN HALL CLOSED (Patriots Day)**	
4/17 *Tuesday*	**No Meeting**	
4/23 *Monday*	**ATM (If Needed)** Discuss Complete Streets Policy Youth Commission Appointment(?) Vote to authorize SBC to release School Designer Selection RFQ Diversity Program w/WOW?	
4/24 *Tuesday*	**ATM (If Needed)**	
4/30 *Monday*	**ATM (If Needed)**	
5/7 *Monday*	**Meeting**	
5/14 *Monday*	**Meeting**	
5/21 *Monday*	**Meeting** Authorize Issuance of Bonds/Notes for debt	
5/28 *Monday*	**TOWN HALL CLOSED (Memorial Day)**	
6/4 *Monday*	**Meeting**	
6/5 *Tuesday*	**STM #2**	
6/6	**STM #2**	

3/22/2018
Black regular agenda items

Date	***Selectmen Meeting Items***	***Other Meeting Items***
Wednesday		
6/11 Monday	**Meeting**	
6/18 Monday	**Meeting**	
6/25 Monday	**Meeting**	
7/2 Monday	**Meeting**	
7/4 Wednesday	**TOWN HALL CLOSED (INDEPENDENCE DAY)**	
7/9 Monday	**Meeting**	
7/16 Monday	**Meeting**	
7/23 Monday	**Meeting**	
7/30	**Meeting**	

Notes

Quarterly updates

- *Traffic Committee (Deputy Chief Pilecki)*
- *Facilities Maintenance (Joe McDonough)*
- *Wellesley Club Dates 1/22/18, 3/5/18*

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Our regularly scheduled meeting will begin at **6:30 PM** on Monday in the Library at the Middle School so we can prep for the start of town meeting.

Please also note that on Tuesday we'll start at **6:00 PM** to convene an executive session to discuss the acquisition of real estate. That agenda is also included in your packet.

1. **Citizen Speak**

T O W N O F W E L L E S L E Y M A S S A C H U S E T T S

BOARD OF SELECTMEN

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BLYTHE C. ROBINSON
EXECUTIVE DIRECTOR OF GENERAL GOVERNMENT

MEMORANDUM

DATE: March 23, 2018

TO: Board of Selectmen

FROM: Blythe C. Robinson, Executive Director

SUBJECT: Weekly Report

Below are various activities of our office and various departments that I would like to bring to your attention.

- So perhaps mother nature is thinking about spring? It was nice (for once) to have the forecasters get it wrong and Nor'easter Toby fizzle out. I will double check with DPW but I expect that they will not be needing an increase in winter maintenance funds above the $500K already approved.
- Despite the snow this week, the Boston Marathon is right around the corner. The festivities kick off on April 12th with the wreath laying ceremony by the Consulate of Greece. If you think you'd like to go, I can email you the invitation. Also, as you may recall the BAA gives six tickets to each of the events during race weekend which includes the opening reception, race day brunch and finish line tickets. Please let me know if you'd like any of these at your earliest convenience. If you do not, I'd like to offer any remaining tickets to staff.
- I'm thrilled to report that FMD was verbally notified Tuesday that we won the *2018 Grand Award* in the Green Cleaning Award program. This is a very competitive process and winners are announced in *American School & University*, a national publication. We submitted last year and received positive feedback, but didn't win. This year, with our significantly increased commitment to green cleaning via our investment in the ionized water cleaning system, and our partnering with WPS on food recovery, it apparently pushed us over

the top. Besides congratulating Joe McDonough for his leadership of FMD, credit goes to his staff as well as our building users across Town for embracing this change.

- We have not made any plans to hold a going away event for Terry, he has been very clear that he does not want that. However, I have picked up a card and we're taking up a collection towards tickets to NASCAR which I understand is an interest of his. If you'd like to sign the card and/or contribute I will bring it to the ATM on Monday and pass it around.
- Recently, the Treasurer's Office went out for bid for banking services for the Town. The result of that is that we'll be switching from Citizen's Bank to TD Bank, and anticipate that this change will provide us with good services at a more competitive rate.
- The RFP for proposals to develop the Tailby and Railroad lots is scheduled to be released on March 29th and the proposals are due back on June 1st.
- Hopefully you saw the email from Michael Zehner regarding the 40B project at 680 Worcester Street. Evidently the developer believes that the revised plan was delivered to the Planning Department on November 28, 2017, however we have no record of ever having received it and they have no documentation. Furthermore, we never received any correspondence from MassHousing about it either. Almost four months went by and it wasn't until Mr. Buehler made us aware of the developer's meeting with neighbors did we learn that they were to talk about that as well. Meghan and Michael immediately contacted MassHousing to express our displeasure. Unfortunately, it also took the involvement of Representative Peisch for the State to acquiesce and give us 30 days to respond to this application and additional time to respond to 16 Stearns from the April 9th deadline we had.
- At this point in the year we are beginning the process to plan for the spring bond sale for the Town, which is a multi-step process. Part of this process requires the Board to approve the sale and execute the required paperwork. We've tentatively scheduled that for a board meeting on Monday, May 21st. Please check your calendars and let me know Monday if you foresee a problem with that date so we can adjust.
- You'll also find a letters both to and MassDOT regarding the Route 9 guard rails. As you will note, we asked them not to install the eastbound section per the board's decision on that. Their response is disappointing, that they are going to continue to study alternatives to installing a solution anyway. Rep. Peisch has also spoken to Mr. McInerney directly and received the same response from him.
- Included in your FNM is a printout of the town budget year-to-date. Don't worry about printing it, we'll hand it out for you Monday night. We will plan to start providing this to you on a regular basis to keep you informed. At this point in the year wages should be about 70% spent and we are fairly well in line with this. You might note that the COA is above this, only because their budget has not been credited with the State formula grant dollars that are used for bus drivers. Finance is on top of that and this will bring them back on track.
- As you know, the State is planning to hold their celebration announcing the new Green Communities here in Wellesley on April 5th. The invitation notes that the Lieutenant Governor is expected (unless her schedule changes), and I've suggested to Marybeth that she also invite our legislative delegation. Stoughton and Waltham will also be receiving recognition at this event.

- Included in your packet is an update to the FY18 work plan. It is nice to revisit this each month and realize that we're making progress on many fronts.
- Included in your packet are the draft proclamations for Monday night at ATM. We have not been able to contact Walter Woods so unsure if he is aware of this or coming to the meeting at this time. If you
- Town Hall elevator – the good news is that the elevator was repaired last Friday. The bad news is that we are not allowed to put it back into service until it has been inspected by the State, and we have not been notified when that will happen. There are actually only a couple of inspectors state-wide, so it may take longer than we'd like.
- To end this report on a lighter note – the chickens and roosters are gone from 645 Worcester Street. The owner finally acquiesced to signing them over to Sue Webb who took them to the Animal Rescue League in Dedham. Congrats to Lenny for staying on this and getting the outcome on a difficult case.

2. **Executive Director's Update**

- Babson One-Day Licenses – Included in your packet are two applications from Babson for two one-day licenses for the Babson Buffoonery and the Senior Awards Banquet, both in April. The application and process provided by the College are in compliance with our regulations and we recommend approval of both requests.

MOVE that the Board vote to approve a one-day license to Babson College for the Babson Buffoonery in the Knight Auditorium on April 14th, and the Senior Awards Banquet in Knight Auditorium on April 27th.

TOWN OF WELLESLEY
Application for Special License(s)

Date of Application: 3/14/18 Date of Event: __4/14/18_____

A special License is a temporary license issued pursuant to Chapter 635 of the Acts of 1982 to the responsible manager of any nonprofit organization conducting any indoor or outdoor activity or enterprise for the sale of alcoholic beverages.

Application fee for one or more applications filed on the same date: **$25.00**
Fee for each license issued: **$50.00**
Make checks payable to: Town of Wellesley

The undersigned hereby applies for a Special License for:

☐ All Alcoholic Beverages X☐ **Wine and Malt Beverages Only**

APPLICANT INFORMATION

Name of Non-Profit Organization: _____Babson College_____

Address: 231 Forest Street, Babson Park, Wellesley, MA 02457-0310

Name of Event Manager: _Molly Joyce_____ Address: ____Babson College

Assistant Event Manager: _____Address: ____Babson College____

EVENT INFORMATION

Event Name & Description (If multiple events; See Attachment1): Babson Buffoonery___
_____

Event Contact:_Kate Buckman_____

Event Date:___4/14/2018_____

Event Location: Knight Auditorium_____

Occupancy: 750___ Estimated Attendance: _250_____ Indoor/Outdoor (circle one)

An 8X11" floor plan of the premises to be licensed must be submitted along with the application showing the exact location within the event area where alcoholic beverages will

Name of catering service responsible for service of alcoholic beverages:

Chartwells	Babson College Campus
Name	Address

Describe steps you have taken to ensure that the employees of the catering service or the individuals listed above have completed an alcoholic beverage server-training program or similar in-house training.

All servers must be TIPS trained and certified. Evidence of training must be provided prior to event.

Describe security precautions or police details if any:

Babson College Public Safety Officers are assigned to each event in accordance with the College's long-standing practice. The number of officers assigned to a particular event fluctuates based upon the number of anticipated attendees. Access to event location is controlled consistent with College policies based upon the type of event, the location and the number of anticipated attendees.

Babson College

Kate Buckman
Printed Name of Applicant
Its **Dir. Graduate Student Affairs**

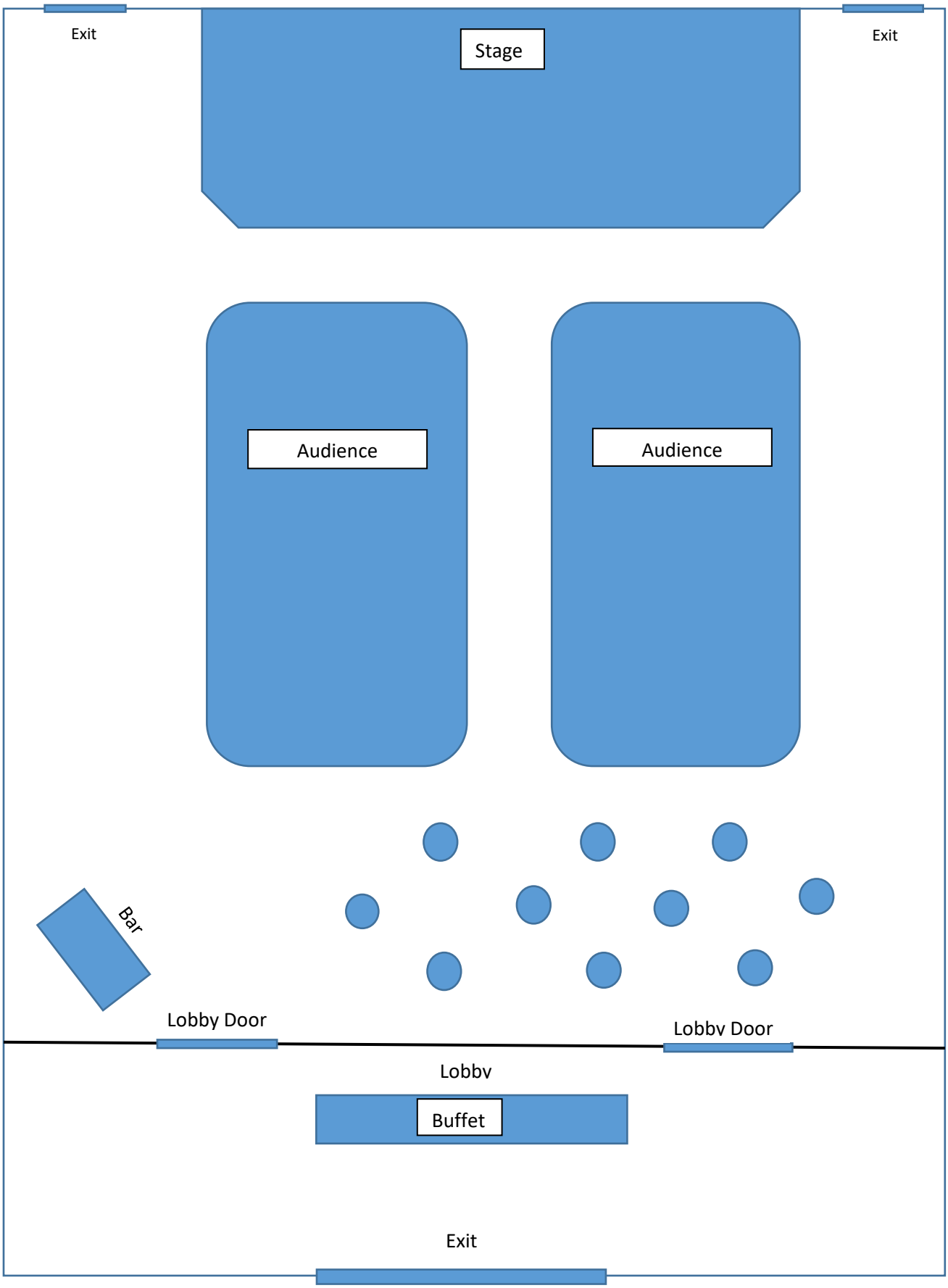
Applicant's Signature 3/14/18
Date

RETURN COMPLETED APPLICATION, FLOOR PLAN AND CHECK FOR FEES TO:

BOARD OF SELECTMEN
525 Washington Street
Wellesley, MA 02482
781-431-1019 ext 2204

ATTACHMENT 1

Name of Event/Date	Location	Floor Plan Number
1.Buffoonery	Knight Auditorium	1
2.		
3.		
4.		
5.		
6.		
7.		
8		
9		
10.		
11.		


Exit
Stage
Exit
Audience
Audience
Bar
Lobby Door
Lobby Door
Lobby
Buffet
Exit

TOWN OF WELLESLEY
Application for Special License(s)

Date of Application: March 16, 2018 Date of Event: April 27, 2018

A special License is a temporary license issued pursuant to Chapter 635 of the Acts of 1982 to the responsible manager of any nonprofit organization conducting any indoor or outdoor activity or enterprise for the sale of alcoholic beverages.

Application fee for one or more applications filed on the same date: **$25.00**
Fee for each license issued: **$50.00**
Make checks payable to: Town of Wellesley

The undersigned hereby applies for a Special License for:

☐ All Alcoholic Beverages X☐ **Wine and Malt Beverages Only**

APPLICANT INFORMATION

Name of Non-Profit Organization: Babson College

Address: 231 Forest Street, Babson Park, Wellesley, MA 02457-0310

Name of Event Manager: Molly Joyce Address: Babson College

Assistant Event Manager: Amanda Hellen Address: Babson College

EVENT INFORMATION

Event Name & Description (If multiple events; See Attachment1): Senior Athletes Awards Banquet

Event Contact: Amanda Hellen

Event Date: Friday, April 27, 2018

Event Location: Knight Auditorium, Babson College Campus, Wellesley MA

Occupancy: 1370 Estimated Attendance: 175 Indoor/Outdoor (circle one)

An 8X11" floor plan of the premises to be licensed must be submitted along with the application showing the exact location within the event area where alcoholic beverages will

Name of catering service responsible for service of alcoholic beverages:

Chartwells	Babson College Campus
Name	Address

Describe steps you have taken to ensure that the employees of the catering service or the individuals listed above have completed an alcoholic beverage server-training program or similar in-house training.

All servers must be TIPS trained and certified. Evidence of training must be provided prior to event.

Describe security precautions or police details if any:

Babson College Public Safety Officers are assigned to each event in accordance with the College's long-standing practice. The number of officers assigned to a particular event fluctuates based upon the number of anticipated attendees. Access to event location is controlled consistent with College policies based upon the type of event, the location and the number of anticipated attendees.

Babson College

Amanda Hellen
Printed Name of Applicant
Its **Senior Assistant Director, Events**

Amanda Hellen
Applicant's Signature

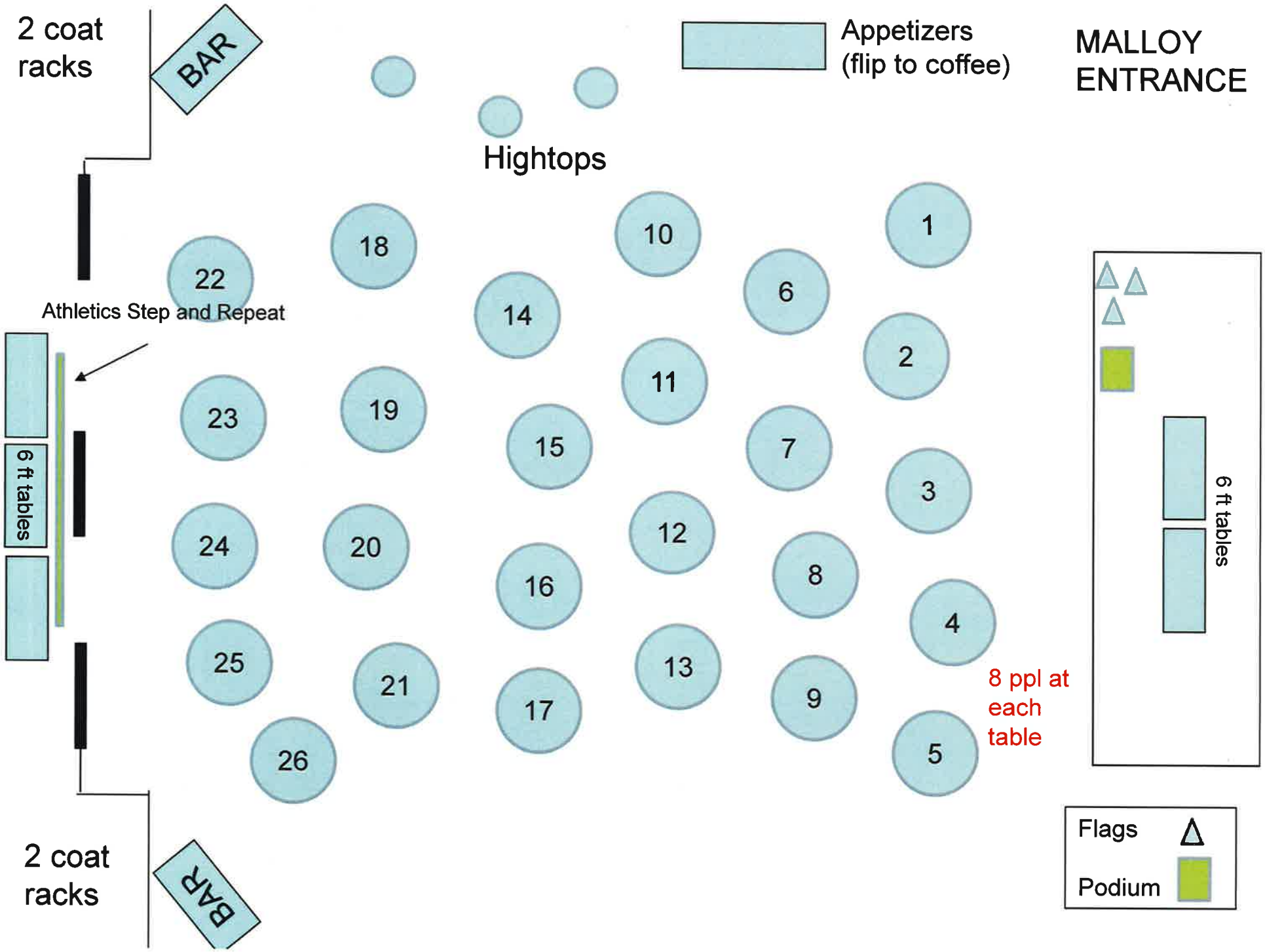
3/19/2018
Date

RETURN COMPLETED APPLICATION, FLOOR PLAN AND CHECK FOR FEES TO:

BOARD OF SELECTMEN
525 Washington Street
Wellesley, MA 02482
781-431-1019 ext 2204

ATTACHMENT 1

Name of Event/Date	Location	Floor Plan Number
1. Senior Athletes Awards Banquet	Knight Auditorium	1 (see attached)
2.		
3.		
4.		
5.		
6.		
7.		
8		
9		
10.		
11.		


2 coat racks
BAR
Appetizers (flip to coffee)
MALLOY ENTRANCE
Hightops
Athletics Step and Repeat
6 ft tables
6 ft tables
8 ppl at each table
Flags
Podium
2 coat racks
BAR
1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
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26

- <u>Acceptance of a Gift</u>

  Included in your packet is a letter from Matt Chin regarding various donations to the Recreation Department for the Summertime Concert series. As the one from Roche Brothers is more than $500, it needs to be accepted by the Board.

MOVE that the Board accept a gift of $2,500 from Roche Brothers to the Recreation Department in support of the Summertime Concert series.

TOWN OF WELLESLEY

RECREATION DEPARTMENT

WARREN BUILDING
90 WASHINGTON STREET
WELLESLEY, MASSACHUSETTS 02481

DIRECTOR
MATTHEW G. CHIN

TELEPHONE: 781-235-2370
FAX: 781-237-3558
WWW.WELLESLEYMA.GOV/RECREATION

DEPUTY DIRECTOR
BRANDON G. FITTS

March 21, 2018

Board of Selectmen
Town Hall
525 Washington Street
Wellesley, MA 02482

To the Wellesley Board of Selectmen,

On behalf of the Recreation Commission, we ask the Wellesley Board of Selectmen to accept the donation received from Roche Brothers in the amount of $2,500. This check has been deposited and a thank you has been sent.

Also, we ask that the Board of Selectmen accept four smaller donations: $250 from the Wellesley Firefighters Union, $200 from Burke Funeral Homes, $100 from Wellesley Dental Group, and $100 from Corcoran & Havlin Insurance. These checks have also been deposited and thank you letters have been sent.

These donations are all for the SUMMERTIME 2018 Concert series.

Thank you in advance for your assistance.

Matthew G. Chin
Director of Recreation

3. **<u>New Business and Correspondence</u>** - Other Documents: The Board will find documents the staff are not seeking action on, but is for informational purposes only. Please find the following:

- Current Budget Report
- FY18 Work Plan
- Correspondence from Paul Sheils re: US Paving
- Correspondence from MassDOT re: Route 9/Kingsbury
- Correspondence from Henry Lyman
- Correspondence from Bertucci's

FOR 2018 13

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
122 BOARD OF SELECTMEN							
1 PERSONAL SERVICES	456,591	3,981.00	460,572.00	311,456.58	.00	149,115.42	67.6%
2 EXPENSES	28,925	.00	28,925.00	18,695.77	.00	10,229.23	64.6%
4 CAPITAL IMPROVEMENTS	75,000	.00	75,000.00	21,250.24	.00	53,749.76	28.3%
5 OTHER PROGRAMS	325,000	-302,815.00	22,185.00	.00	.00	22,185.00	.0%
6 SPECIAL PURPOSE	0	160,500.00	160,500.00	20,000.00	.00	140,500.00	12.5%
9 CONTINUED APPROPRIATIONS	13,978	.00	13,978.00	.00	.00	13,978.00	.0%
TOTAL BOARD OF SELECTMEN	899,494	-138,334.00	761,160.00	371,402.59	.00	389,757.41	48.8%
125 GREEN RIBBON COMMITTEE							
2 EXPENSES	1,500	.00	1,500.00	600.00	.00	900.00	40.0%
TOTAL GREEN RIBBON COMMITTEE	1,500	.00	1,500.00	600.00	.00	900.00	40.0%
126 SUSTAINABILITY DEPARTMENT							
1 PERSONAL SERVICES	17,780	352.00	18,132.00	12,493.59	.00	5,638.41	68.9%
TOTAL SUSTAINABILITY DEPARTMEN	17,780	352.00	18,132.00	12,493.59	.00	5,638.41	68.9%
131 ADVISORY COMMITTEE							
1 PERSONAL SERVICES	7,000	.00	7,000.00	3,358.00	.00	3,642.00	48.0%
2 EXPENSES	25,000	.00	25,000.00	3,484.86	.00	21,515.14	13.9%
8 ENCUMBRANCES	4,095	.00	4,094.96	4,094.96	.00	.00	100.0%
TOTAL ADVISORY COMMITTEE	36,095	.00	36,094.96	10,937.82	.00	25,157.14	30.3%
132 RESERVE FUND							
2 EXPENSES	175,000	.00	175,000.00	.00	.00	175,000.00	.0%

FOR 2018 13

132 RESERVE FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL RESERVE FUND	175,000	.00	175,000.00	.00	.00	175,000.00	.0%
133 FINANCIAL SERVICES							
1 PERSONAL SERVICES	427,316	4,521.00	431,836.81	302,030.08	.00	129,806.73	69.9%
2 EXPENSES	10,200	.00	10,200.00	5,064.21	3,392.63	1,743.16	82.9%
TOTAL FINANCIAL SERVICES	437,516	4,521.00	442,036.81	307,094.29	3,392.63	131,549.89	70.2%
135 AUDIT COMMITTEE							
2 EXPENSES	58,200	.00	58,200.00	58,100.00	.00	100.00	99.8%
TOTAL AUDIT COMMITTEE	58,200	.00	58,200.00	58,100.00	.00	100.00	99.8%
141 BOARD OF ASSESSORS							
1 PERSONAL SERVICES	269,432	3,157.00	272,589.00	187,764.98	.00	84,824.02	68.9%
2 EXPENSES	82,450	.00	82,450.00	52,926.14	.00	29,523.86	64.2%
TOTAL BOARD OF ASSESSORS	351,882	3,157.00	355,039.00	240,691.12	.00	114,347.88	67.8%
145 TREASURER/COLLECTOR							
1 PERSONAL SERVICES	312,202	3,788.00	315,990.43	215,269.10	.00	100,721.33	68.1%
2 EXPENSES	126,450	.00	126,450.00	64,277.18	.00	62,172.82	50.8%
8 ENCUMBRANCES	1,100	.00	1,100.00	874.53	.00	225.47	79.5%
TOTAL TREASURER/COLLECTOR	439,752	3,788.00	443,540.43	280,420.81	.00	163,119.62	63.2%
151 LAW							
2 EXPENSES	325,000	.00	325,000.00	117,809.40	.00	207,190.60	36.2%
TOTAL LAW	325,000	.00	325,000.00	117,809.40	.00	207,190.60	36.2%

FOR 2018 13

152 HUMAN RESOURCES BOARD	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
152 HUMAN RESOURCES BOARD							
1 PERSONAL SERVICES	297,879	4,900.00	302,779.00	211,986.30	.00	90,792.70	70.0%
2 EXPENSES	37,250	.00	37,250.00	20,449.95	.00	16,800.05	54.9%
6 SPECIAL PURPOSE	170,000	-125,418.00	44,582.00	.00	.00	44,582.00	.0%
8 ENCUMBRANCES	4,965	.00	4,965.00	4,965.00	.00	.00	100.0%
TOTAL HUMAN RESOURCES BOARD	510,094	-120,518.00	389,576.00	237,401.25	.00	152,174.75	60.9%
155 INFORMATION TECHNOLOGY							
1 PERSONAL SERVICES	656,327	13,999.00	670,326.00	412,117.41	.00	258,208.59	61.5%
2 EXPENSES	395,750	.00	395,750.00	302,659.28	.00	93,090.72	76.5%
4 CAPITAL IMPROVEMENTS	106,666	.00	106,666.00	26,664.00	.00	80,002.00	25.0%
6 SPECIAL PURPOSE	-293,709	.00	-293,709.00	-208,029.00	.00	-85,680.00	70.8%
8 ENCUMBRANCES	9,808	.00	9,807.78	9,807.78	.00	.00	100.0%
9 CONTINUED APPROPRIATIONS	167,761	.00	167,761.30	127,011.75	28,000.00	12,749.55	92.4%
TOTAL INFORMATION TECHNOLOGY	1,042,603	13,999.00	1,056,602.08	670,231.22	28,000.00	358,370.86	66.1%
161 TOWN CLERK							
1 PERSONAL SERVICES	232,227	858.00	233,085.00	149,313.54	.00	83,771.46	64.1%
2 EXPENSES	40,915	.00	40,915.00	16,791.85	.00	24,123.15	41.0%
TOTAL TOWN CLERK	273,142	858.00	274,000.00	166,105.39	.00	107,894.61	60.6%
171 NATURAL RESOURCES COMMISSION							
1 PERSONAL SERVICES	205,889	2,738.00	208,627.00	139,839.21	.00	68,787.79	67.0%
2 EXPENSES	19,650	.00	19,650.00	9,567.52	113.16	9,969.32	49.3%
4 CAPITAL IMPROVEMENTS	141,500	.00	141,500.00	31,044.87	78,235.00	32,220.13	77.2%
8 ENCUMBRANCES	761	.00	761.02	750.12	.00	10.90	98.6%
9 CONTINUED APPROPRIATIONS	184,563	.00	184,563.20	73,970.24	6,260.00	104,332.96	43.5%
TOTAL NATURAL RESOURCES COMMIS	552,363	2,738.00	555,101.22	255,171.96	84,608.16	215,321.10	61.2%
172 MORSES POND							

FOR 2018 13

172 MORSES POND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
2 EXPENSES	141,754	.00	141,754.00	26,599.20	.00	115,154.80	18.8%
4 CAPITAL IMPROVEMENTS	40,000	.00	40,000.00	.00	.00	40,000.00	.0%
9 CONTINUED APPROPRIATIONS	34,726	.00	34,726.00	22,947.72	8,310.00	3,468.28	90.0%
TOTAL MORSES POND	216,480	.00	216,480.00	49,546.92	8,310.00	158,623.08	26.7%
175 PLANNING BOARD							
1 PERSONAL SERVICES	230,858	30,703.00	261,561.00	162,969.18	.00	98,591.82	62.3%
2 EXPENSES	42,750	.00	42,750.00	17,773.56	11,785.71	13,190.73	69.1%
8 ENCUMBRANCES	250	.00	250.00	162.66	.00	87.34	65.1%
9 CONTINUED APPROPRIATIONS	38,994	.00	38,994.21	16,756.35	2,237.86	20,000.00	48.7%
TOTAL PLANNING BOARD	312,852	30,703.00	343,555.21	197,661.75	14,023.57	131,869.89	61.6%
176 ZONING BOARD OF APPEALS							
1 PERSONAL SERVICES	53,269	1,066.00	54,335.00	38,033.62	.00	16,301.38	70.0%
2 EXPENSES	6,940	.00	6,940.00	2,622.99	.00	4,317.01	37.8%
8 ENCUMBRANCES	161	.00	160.74	45.12	.00	115.62	28.1%
TOTAL ZONING BOARD OF APPEALS	60,370	1,066.00	61,435.74	40,701.73	.00	20,734.01	66.3%
180 HOUSING DEVELOPMENT CORP							
2 EXPENSES	6,000	.00	6,000.00	.00	.00	6,000.00	.0%
TOTAL HOUSING DEVELOPMENT CORP	6,000	.00	6,000.00	.00	.00	6,000.00	.0%
185 PERMANENT BUILDING COMMITTEE							
6 SPECIAL PURPOSE	10,483	.00	10,483.35	6,659.15	1,040.85	2,783.35	73.4%
TOTAL PERMANENT BUILDING COMMI	10,483	.00	10,483.35	6,659.15	1,040.85	2,783.35	73.4%
192 FACILITIES MAINTENANCE SERVICE							

FOR 2018 13

192 FACILITIES MAINTENANCE SERVICE	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
1 PERSONAL SERVICES	4,269,376	87,970.00	4,357,345.83	3,056,827.46	.00	1,300,518.37	70.2%
2 EXPENSES	3,380,028	2,600.00	3,382,627.74	2,051,800.40	418,282.36	912,544.98	73.0%
4 CAPITAL IMPROVEMENTS	1,875,000	.00	1,875,000.00	485,542.94	17,997.00	1,371,460.06	26.9%
6 SPECIAL PURPOSE	50,000	.00	50,000.00	.00	.00	50,000.00	.0%
8 ENCUMBRANCES	3,021	.00	3,021.18	2,443.14	.00	578.04	80.9%
9 CONTINUED APPROPRIATIONS	1,555,249	.00	1,555,249.15	368,003.82	70,405.40	1,116,839.93	28.2%
TOTAL FACILITIES MAINTENANCE S	11,132,674	90,570.00	11,223,243.90	5,964,617.76	506,684.76	4,751,941.38	57.7%
195 TOWN REPORTS							
2 EXPENSES	4,000	.00	4,000.00	4,000.00	.00	.00	100.0%
TOTAL TOWN REPORTS	4,000	.00	4,000.00	4,000.00	.00	.00	100.0%
199 CENTRAL ADMINISTRATION SERVICE							
2 EXPENSES	29,000	.00	29,000.00	13,837.20	.00	15,162.80	47.7%
8 ENCUMBRANCES	448	.00	448.17	448.17	.00	.00	100.0%
TOTAL CENTRAL ADMINISTRATION S	29,448	.00	29,448.17	14,285.37	.00	15,162.80	48.5%
210 POLICE							
1 PERSONAL SERVICES	5,355,872	16,033.00	5,371,905.05	3,704,676.54	.00	1,667,228.51	69.0%
2 EXPENSES	630,035	.00	630,035.00	401,567.49	77,725.02	150,742.49	76.1%
4 CAPITAL IMPROVEMENTS	92,843	.00	92,843.00	79,484.34	2,271.26	11,087.40	88.1%
8 ENCUMBRANCES	46,639	.00	46,639.02	45,505.63	.00	1,133.39	97.6%
9 CONTINUED APPROPRIATIONS	6,420	.00	6,419.55	6,419.55	.00	.00	100.0%
TOTAL POLICE	6,131,809	16,033.00	6,147,841.62	4,237,653.55	79,996.28	1,830,191.79	70.2%
211 PUBLIC SAFETY INSURANCE							
2 EXPENSES	100,000	.00	100,000.00	51,328.00	.00	48,672.00	51.3%
TOTAL PUBLIC SAFETY INSURANCE	100,000	.00	100,000.00	51,328.00	.00	48,672.00	51.3%

FOR 2018 13

220 FIRE	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
220 FIRE							
1 PERSONAL SERVICES	4,933,025	97,161.00	5,030,185.96	3,524,526.55	.00	1,505,659.41	70.1%
2 EXPENSES	263,549	.00	263,549.00	153,611.08	17,877.90	92,060.02	65.1%
4 CAPITAL IMPROVEMENTS	79,000	.00	79,000.00	31,115.00	.00	47,885.00	39.4%
8 ENCUMBRANCES	461	.00	461.28	429.88	.00	31.40	93.2%
9 CONTINUED APPROPRIATIONS	89,611	.00	89,610.64	21,709.86	317.62	67,583.16	24.6%
TOTAL FIRE	5,365,646	97,161.00	5,462,806.88	3,731,392.37	18,195.52	1,713,218.99	68.6%
241 BUILDING INSPECTION							
1 PERSONAL SERVICES	501,821	5,903.00	507,724.00	345,040.78	.00	162,683.22	68.0%
2 EXPENSES	26,150	.00	26,150.00	12,698.64	.00	13,451.36	48.6%
8 ENCUMBRANCES	850	.00	850.00	815.25	.00	34.75	95.9%
TOTAL BUILDING INSPECTION	528,821	5,903.00	534,724.00	358,554.67	.00	176,169.33	67.1%
244 SEALER OF WEIGHTS & MEASURES							
1 PERSONAL SERVICES	15,600	.00	15,600.00	6,807.89	.00	8,792.11	43.6%
2 EXPENSES	2,800	.00	2,800.00	1,313.32	.00	1,486.68	46.9%
TOTAL SEALER OF WEIGHTS & MEAS	18,400	.00	18,400.00	8,121.21	.00	10,278.79	44.1%
299 SPECIAL SCHOOL POLICE							
1 PERSONAL SERVICES	126,294	.00	126,294.00	46,423.22	.00	79,870.78	36.8%
2 EXPENSES	3,105	.00	3,105.00	1,208.00	.00	1,897.00	38.9%
TOTAL SPECIAL SCHOOL POLICE	129,399	.00	129,399.00	47,631.22	.00	81,767.78	36.8%
300 WELLESLEY PUBLIC SCHOOLS							

FOR 2018 13

300 WELLESLEY PUBLIC SCHOOLS	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
8 ENCUMBRANCES	3,609,425	.00	3,609,424.98	3,552,915.07	.00	56,509.91	98.4%
TOTAL WELLESLEY PUBLIC SCHOOLS	3,609,425	.00	3,609,424.98	3,552,915.07	.00	56,509.91	98.4%
320 INSTRUCTIONAL SERVICES							
1 PERSONAL SERVICES	45,837,145	.00	45,837,145.00	27,434,472.56	.00	18,402,672.44	59.9%
2 EXPENSES	2,165,336	.00	2,165,336.00	1,416,285.63	451,893.27	297,157.10	86.3%
3 CAPITAL OUTLAY	100,489	.00	100,489.00	64,461.25	36,784.96	-757.21	100.8%
TOTAL INSTRUCTIONAL SERVICES	48,102,970	.00	48,102,970.00	28,915,219.44	488,678.23	18,699,072.33	61.1%
330 CENTRAL ADMINISTRATION							
1 PERSONAL SERVICES	790,910	.00	790,910.00	750,793.46	.00	40,116.54	94.9%
2 EXPENSES	164,116	.00	164,116.00	100,351.92	4,398.78	59,365.30	63.8%
8 ENCUMBRANCES	36,124	.00	36,124.14	33,756.99	.00	2,367.15	93.4%
TOTAL CENTRAL ADMINISTRATION	991,150	.00	991,150.14	884,902.37	4,398.78	101,848.99	89.7%
340 OPERATIONAL SERVICES							
1 PERSONAL SERVICES	1,508,001	.00	1,508,001.00	1,122,113.33	.00	385,887.67	74.4%
2 EXPENSES	937,852	.00	937,852.02	523,231.09	624,226.86	-209,605.93	122.3%
3 CAPITAL OUTLAY	1,908,764	.00	1,908,764.00	1,162,522.31	21,682.77	724,558.92	62.0%
6 SPECIAL PURPOSE	0	81,818.64	81,818.64	1,010.50	9,500.00	71,308.14	12.8%
8 ENCUMBRANCES	103,476	.00	103,476.08	61,776.25	.00	41,699.83	59.7%
9 CONTINUED APPROPRIATIONS	25,027	.00	25,026.65	25,026.65	.00	.00	100.0%
TOTAL OPERATIONAL SERVICES	4,483,120	81,818.64	4,564,938.39	2,895,680.13	655,409.63	1,013,848.63	77.8%
360 SPECIAL TUITION/TRANSPORTATION							
1 PERSONAL SERVICES	16,090,857	.00	16,090,856.81	9,886,845.08	.00	6,204,011.73	61.4%
2 EXPENSES	4,456,431	.00	4,456,431.00	2,002,791.11	2,876,795.13	-423,155.24	109.5%
8 ENCUMBRANCES	1,560,005	.00	1,560,004.69	1,074,148.97	.00	485,855.72	68.9%

FOR 2018 13

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL SPECIAL TUITION/TRANSPOR	22,107,293	.00	22,107,292.50	12,963,785.16	2,876,795.13	6,266,712.21	71.7%
410 DPW - ENGINEERING DIVISION							
1 PERSONAL SERVICES	513,138	10,665.00	523,803.00	379,867.17	.00	143,935.83	72.5%
2 EXPENSES	64,139	.00	64,139.00	32,198.77	6,155.50	25,784.73	59.8%
4 CAPITAL IMPROVEMENTS	130,000	.00	130,000.00	2,204.65	.00	127,795.35	1.7%
8 ENCUMBRANCES	11,031	.00	11,031.27	10,881.67	.00	149.60	98.6%
9 CONTINUED APPROPRIATIONS	64,371	.00	64,371.43	496.97	.00	63,874.46	.8%
TOTAL DPW - ENGINEERING DIVISI	782,680	10,665.00	793,344.70	425,649.23	6,155.50	361,539.97	54.4%
420 DPW - HIGHWAY DIVISION							
1 PERSONAL SERVICES	1,010,424	32,892.00	1,043,316.00	678,849.45	.00	364,466.55	65.1%
2 EXPENSES	439,150	950.00	440,100.00	276,701.08	61,524.89	101,874.03	76.9%
4 CAPITAL IMPROVEMENTS	840,000	.00	840,000.00	467,491.32	1,142.00	371,366.68	55.8%
8 ENCUMBRANCES	3,624	.00	3,624.49	625.53	.00	2,998.96	17.3%
9 CONTINUED APPROPRIATIONS	860,780	.00	860,780.23	255,990.90	58,221.13	546,568.20	36.5%
TOTAL DPW - HIGHWAY DIVISION	3,153,979	33,842.00	3,187,820.72	1,679,658.28	120,888.02	1,387,274.42	56.5%
430 DPW - PARK DIVISION							
1 PERSONAL SERVICES	1,190,621	31,932.00	1,222,553.00	903,949.49	.00	318,603.51	73.9%
2 EXPENSES	364,570	850.00	365,420.00	196,563.76	23,623.29	145,232.95	60.3%
4 CAPITAL IMPROVEMENTS	228,000	.00	228,000.00	63,909.38	6,035.33	158,055.29	30.7%
8 ENCUMBRANCES	14,215	.00	14,215.18	12,955.36	.00	1,259.82	91.1%
9 CONTINUED APPROPRIATIONS	117,352	.00	117,352.20	31,781.15	12,927.44	72,643.61	38.1%
TOTAL DPW - PARK DIVISION	1,914,758	32,782.00	1,947,540.38	1,209,159.14	42,586.06	695,795.18	64.3%
440 DPW - RECYCLING & DISPOSAL DIV							
1 PERSONAL SERVICES	1,045,544	19,111.00	1,064,655.00	677,862.01	.00	386,792.99	63.7%
2 EXPENSES	1,222,235	.00	1,222,234.50	770,797.53	363,053.41	88,383.56	92.8%

FOR 2018 13

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
4 CAPITAL IMPROVEMENTS	55,000	.00	55,000.00	.00	.00	55,000.00	.0%
8 ENCUMBRANCES	108,388	.00	108,387.74	100,858.61	261.70	7,267.43	93.3%
9 CONTINUED APPROPRIATIONS	81,100	.00	81,100.31	10,825.43	.00	70,274.88	13.3%
TOTAL DPW - RECYCLING & DISPOS	2,512,267	19,111.00	2,531,377.55	1,560,343.58	363,315.11	607,718.86	76.0%
450 DPW - ADMINISTRATION DIVISION							
1 PERSONAL SERVICES	354,610	8,395.00	363,005.00	310,565.13	.00	52,439.87	85.6%
2 EXPENSES	23,968	.00	23,968.00	19,433.77	795.00	3,739.23	84.4%
3 CAPITAL OUTLAY	920,000	.00	920,000.00	375,628.97	416,095.91	128,275.12	86.1%
8 ENCUMBRANCES	768	.00	767.59	394.22	.00	373.37	51.4%
9 CONTINUED APPROPRIATIONS	642,725	.00	642,725.36	617,803.27	24,671.77	250.32	100.0%
TOTAL DPW - ADMINISTRATION DIV	1,942,071	8,395.00	1,950,465.95	1,323,825.36	441,562.68	185,077.91	90.5%
454 DPW - FLEET SERVICES DIVISION							
1 PERSONAL SERVICES	143,105	14,662.00	157,767.00	143,105.00	.00	14,662.00	90.7%
2 EXPENSES	43,462	400.00	43,862.00	43,462.00	.00	400.00	99.1%
TOTAL DPW - FLEET SERVICES DIV	186,567	15,062.00	201,629.00	186,567.00	.00	15,062.00	92.5%
456 DPW - WINTER MAINTENANCE							
5 OTHER PROGRAMS	348,703	500,000.00	848,703.00	574,229.68	95,292.55	179,180.77	78.9%
TOTAL DPW - WINTER MAINTENANCE	348,703	500,000.00	848,703.00	574,229.68	95,292.55	179,180.77	78.9%
458 DPW - STREET LIGHTING							
2 EXPENSES	246,876	.00	246,876.00	173,839.00	.00	73,037.00	70.4%
TOTAL DPW - STREET LIGHTING	246,876	.00	246,876.00	173,839.00	.00	73,037.00	70.4%
510 BOARD OF HEALTH							

FOR 2018 13

510 BOARD OF HEALTH	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
1 PERSONAL SERVICES	429,129	5,225.00	434,354.00	289,020.96	.00	145,333.04	66.5%
2 EXPENSES	80,453	.00	80,453.00	44,283.10	3,260.00	32,909.90	59.1%
8 ENCUMBRANCES	2,250	.00	2,250.00	1,357.25	.00	892.75	60.3%
TOTAL BOARD OF HEALTH	511,832	5,225.00	517,057.00	334,661.31	3,260.00	179,135.69	65.4%
523 MENTAL HEALTH SERVICES							
2 EXPENSES	245,691	.00	245,691.00	63,461.00	.00	182,230.00	25.8%
TOTAL MENTAL HEALTH SERVICES	245,691	.00	245,691.00	63,461.00	.00	182,230.00	25.8%
541 COUNCIL ON AGING							
1 PERSONAL SERVICES	350,756	3,864.00	354,620.11	269,454.72	.00	85,165.39	76.0%
2 EXPENSES	114,866	.00	114,865.58	63,323.69	3,767.28	47,774.61	58.4%
4 CAPITAL IMPROVEMENTS	10,500	.00	10,500.00	862.64	.00	9,637.36	8.2%
8 ENCUMBRANCES	710	.00	710.20	628.20	.00	82.00	88.5%
9 CONTINUED APPROPRIATIONS	18,059	.00	18,058.96	735.00	.00	17,323.96	4.1%
TOTAL COUNCIL ON AGING	494,891	3,864.00	498,754.85	335,004.25	3,767.28	159,983.32	67.9%
542 YOUTH COMMISSION							
1 PERSONAL SERVICES	81,106	1,473.00	82,579.00	57,434.93	.00	25,144.07	69.6%
2 EXPENSES	17,090	.00	17,090.00	12,178.81	.00	4,911.19	71.3%
TOTAL YOUTH COMMISSION	98,196	1,473.00	99,669.00	69,613.74	.00	30,055.26	69.8%
543 VETERANS SERVICES							
2 EXPENSES	68,000	.00	68,000.00	68,000.00	.00	.00	100.0%
TOTAL VETERANS SERVICES	68,000	.00	68,000.00	68,000.00	.00	.00	100.0%
610 WELLESLEY FREE LIBRARY							

FOR 2018 13

610 WELLESLEY FREE LIBRARY	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
1 PERSONAL SERVICES	1,897,229	34,901.00	1,932,130.00	1,335,804.47	.00	596,325.53	69.1%
2 EXPENSES	536,977	4,406.00	541,383.00	402,552.95	5,652.00	133,178.05	75.4%
4 CAPITAL IMPROVEMENTS	100,612	.00	100,612.00	64,671.48	7,126.81	28,813.71	71.4%
9 CONTINUED APPROPRIATIONS	3,229	.00	3,228.65	1,228.65	.00	2,000.00	38.1%
TOTAL WELLESLEY FREE LIBRARY	2,538,047	39,307.00	2,577,353.65	1,804,257.55	12,778.81	760,317.29	70.5%
620 REGIONAL LIBRARY SERVICES							
1 PERSONAL SERVICES	0	.00	.00	236.40	.00	-236.40	100.0%
TOTAL REGIONAL LIBRARY SERVICE	0	.00	.00	236.40	.00	-236.40	100.0%
630 RECREATION							
1 PERSONAL SERVICES	325,231	6,277.00	331,508.00	228,995.66	.00	102,512.34	69.1%
2 EXPENSES	26,500	.00	26,500.00	4,760.50	.00	21,739.50	18.0%
TOTAL RECREATION	351,731	6,277.00	358,008.00	233,756.16	.00	124,251.84	65.3%
691 HISTORICAL COMMISSION							
2 EXPENSES	750	.00	750.00	156.72	.00	593.28	20.9%
TOTAL HISTORICAL COMMISSION	750	.00	750.00	156.72	.00	593.28	20.9%
692 CELEBRATIONS							
2 EXPENSES	4,700	.00	4,700.00	587.70	.00	4,112.30	12.5%
TOTAL CELEBRATIONS	4,700	.00	4,700.00	587.70	.00	4,112.30	12.5%
693 MEMORIAL DAY							

FOR 2018 13

693 MEMORIAL DAY	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
2 EXPENSES	2,500	.00	2,500.00	.00	.00	2,500.00	.0%
TOTAL MEMORIAL DAY	2,500	.00	2,500.00	.00	.00	2,500.00	.0%
710 RETIREMENT OF DEBT PRINCIPAL							
2 EXPENSES	11,860,739	.00	11,860,738.78	1,400,000.00	.00	10,460,738.78	11.8%
TOTAL RETIREMENT OF DEBT PRINC	11,860,739	.00	11,860,738.78	1,400,000.00	.00	10,460,738.78	11.8%
751 INTEREST ON DEBT							
2 EXPENSES	4,879,869	.00	4,879,869.22	2,950,956.27	.00	1,928,912.95	60.5%
TOTAL INTEREST ON DEBT	4,879,869	.00	4,879,869.22	2,950,956.27	.00	1,928,912.95	60.5%
810 STATE & COUNTY ASSESSMENTS							
2 EXPENSES	1,239,372	.00	1,239,372.00	737,630.03	.00	501,741.97	59.5%
TOTAL STATE & COUNTY ASSESSMEN	1,239,372	.00	1,239,372.00	737,630.03	.00	501,741.97	59.5%
910 CONTRIBUTORY PENSIONS							
2 EXPENSES	6,621,863	.00	6,621,863.00	6,621,863.00	.00	.00	100.0%
TOTAL CONTRIBUTORY PENSIONS	6,621,863	.00	6,621,863.00	6,621,863.00	.00	.00	100.0%
911 NON-CONTRIBUTORY PENSIONS							
2 EXPENSES	18,714	.00	18,714.00	12,325.52	.00	6,388.48	65.9%
TOTAL NON-CONTRIBUTORY PENSION	18,714	.00	18,714.00	12,325.52	.00	6,388.48	65.9%
912 WORKERS' COMPENSATION							

These are mostly 1st June

FOR 2018 13

912 WORKERS' COMPENSATION	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
2 EXPENSES	517,860	.00	517,860.00	517,860.00	.00	.00	100.0%
TOTAL WORKERS' COMPENSATION	517,860	.00	517,860.00	517,860.00	.00	.00	100.0%
913 UNEMPLOYMENT COMPENSATION							
2 EXPENSES	150,000	.00	150,000.00	150,000.00	.00	.00	100.0%
TOTAL UNEMPLOYMENT COMPENSATIO	150,000	.00	150,000.00	150,000.00	.00	.00	100.0%
914 GROUP INSURANCE							
2 EXPENSES	17,576,288	.00	17,576,288.00	17,576,288.00	.00	.00	100.0%
TOTAL GROUP INSURANCE	17,576,288	.00	17,576,288.00	17,576,288.00	.00	.00	100.0%
919 OTHER EMPLOYEE BENEFITS							
2 EXPENSES	3,432,000	.00	3,432,000.00	3,432,000.00	.00	.00	100.0%
TOTAL OTHER EMPLOYEE BENEFITS	3,432,000	.00	3,432,000.00	3,432,000.00	.00	.00	100.0%
945 RISK MANAGEMENT							
2 EXPENSES	440,454	.00	440,454.00	366,424.04	.00	74,029.96	83.2%
8 ENCUMBRANCES	45,150	.00	45,150.00	.00	.00	45,150.00	.0%
TOTAL RISK MANAGEMENT	485,604	.00	485,604.00	366,424.04	.00	119,179.96	75.5%
950 COMPENSATED ABSENCES							
1 PERSONAL SERVICES	90,000	.00	90,000.00	116,069.27	.00	-26,069.27	129.0%
TOTAL COMPENSATED ABSENCES	90,000	.00	90,000.00	116,069.27	.00	-26,069.27	129.0%
GRAND TOTAL	170,737,308	769,818.64	171,507,126.18	110,577,537.54	5,859,139.55	55,070,449.09	67.9%

** END OF REPORT - Generated by Strother, Sheryl - FIN **

Selectmen's Office Work Plan - FY18 - March, 2018

Project	Issue or Current Status	Next Steps	Resources Required	BOS Liaison	Staff Assigned	Completion Date
MAJOR PROJECTS						
HHU - School Bldg Comm.	MSBA Approved 1 School for eligiblity	Elig. Process April 2nd - STM June 5/6	STM appr. Of Feas/Schematic $$	Jack	SC & BOS	Dec. 2018
	Start feasibility for Hunnewell School	Prepare for June 5/6 STM	STM appr. Of Feasibility $$	Jack		STM2 - 2018
	Purchase 818-826 Worcester Street	Negotiating w/owners, STM April 9th	STM appr. For purchase	Jack	Meghan, Blythe	STM1- 2018
Unified Plan	Finalizing the plan, add'l 30 day comments	Finalize main document		Marjorie/Ellen	Meghan, Michael	ATM - 2018
North 40 Plan	Phase II Landfill Report Complete	Form working group - charette this spring	$$ for closure-based on plan	Marjorie	Blythe, DPW	Dec. 2018
Town Hall Envelope Repair	Bids advertised Feb. 21st	Bid opening March 23rd	Request Const funding at ATM	Marjorie	Joe	March, 2018
Town Hall Interior Visioning	Project kicked off, report due in Sept.	Interior space study, & bldg systems	Budget approved	Marjorie	Blythe, Joe	
40B Housing Projects	Elig. Appr for Delanson, 148 & 135	Ass't ZBA with comprehensive permits	$$ Added to FY19 Legal budget	Ellen/Jack	Meghan, Michael	
Housing Production Plan	Project underway, gathering info	Community Mtg April 7th		Ellen/Jack	Meghan, Michael	
OTHER PROJECTS -						
900 Worcester	Construction underway	Awaiting submisssion of bldg permit	MassDOT - traffic light	Tom	Meghan, Blythe	Fall, 2018
Route 9/Kingsbury Upgrade	Requested no guardrail on south side	Const. completion in spring, guardrail??		Ellen	Meghan	Aug. 2017
Wellesley Media	Expand Locations for filming public mtgs	Work started on Warren, then Kingsbury	Wellesley Media funding upgrades	Tom		Aug. 2017
Granite Street	Accept as a public way/upgrade street	On ATM warrant for action	$195K for Town Share		Meghan/DPW	
Capital Policy	Develop system to prioritize projects	Use UP Steering Comm input to draft policy			Blythe, Sheryl	July, 2018
DPW Work for Others	Program not transparent, value??	Mtg held on 8/16/17, review in spring	N/A	Tom	Blythe, DPW	
Inter-Board Meetings	Ellen, Jack, Blythe, Meghan to discuss	Schedule meeting for spring				
Tailby/Railroad Commuter Lot	RFP approved by BOS for advertising	Release March 29th, Due June 1st	Review submitted proposals		Michael/Meghan	
BYLAW UPDATES:						
Alcohol in Town Buildings	Article 34 on ATM Warrant	Finalize regs if Town Mtg approves bylaw	Info from Town Boards, T. Counsel	Jack/Beth		ATM-2018
Animal Control	Article 33 on ATM Warrant	Approval at ATM	Town Counsel assistance		Blythe, Meghan	ATM- 2018
Recreational Marijuana Bylaw	Article 28 on ATM Warrant	Approval at ATM		Jack	Meghan, Michael	ATM- 2018
POLICIES/REGULATIONS:						
BYOB Regulatons	Recommend a policy				Meghan	
Financial Policies/Proced.	Develop some policies, update existing	Review & then meet with Advisory			Sheryl, Blythe	
Health Insurance Policy	Town needs policy on ins. Eligibility	Draft policy for BOS & SC review	Start after new plans in place		Blythe, Scott	
PILOT Agreements	Develop policy for tax exempt properties	Discuss priorites with the Board		Beth	Blythe	
Plowing of Private Ways	Town doesn't follow state law, dev. policy	Discuss DPW Prop. Sts to eliminate-spring		Beth	Blythe, M. Pakstis	June, 2018
STAFF MANAGED PROJECTS						
Bldg Dept. Staffing	Monitor & coach re - admin. Staff				Blythe, Mike	
Community Compact	RFP - Digitizing public records drafted	Still searching for a consultant for project	$15,000 in State funding		Blythe	
Electronic Permitting	Execute Viewpoint contract	ATM funding, Roll out in Bldg Dept July 1st	Transfer $$ at ATM-Revlvng funds		Blythe, Brian	
Health Ins. Plan Changes	Agrmnt Reached, all parties to execute MOA	Implement new plans by July 1st	Special Labor Counsel retained		Marc, Scott, Blythe	Sept. 2017
Land Availability Inventory						

Project	Issue or Current Status	Next Steps	Resources Required	BOS Liaison	Staff Assigned	Completion Date
OTHER:						
PSI Follow Up Studies						

FUTURE PROJECTS/PROJECTS WITH OTHERS

War Memorial/Great Hall	Discuss with Town Hall Interior Vision					
Revenue Gener. Opportunties	Table for now					
Community Dev. Department	Table for now					
Mass Bay	Table for now					
HR Manual/Handbook	Rough draft in process by HR Board				Scott	

COMPLETED PROJECTS

Hawkers & Peddlers	Revised version approved by BOS	Counsel has revised, BOS 2nd review			Blythe, Jack P.	6/5/2017
PBC/FMD Reorganization	MOU executed by BOS & PBC	Hiring for new positions underway	Funding in FMD budget	Marjorie	Blythe, Joe	6/26/2017
Veteran's District Reorg.	State Appr District Reord, Asst Dir Laidoff	Adjust work flow to remaining positions	N/A		Blythe, Sarada	6/30/2017
Website Redesign	Website went live on August 7th	Make ongoing refinements	Completed!		Brian	8/7/2017
FMD 5 Year Review	Review progress, next five years	Presented at 8/22/17 Meeting	Name change - Fac. Mgmnt Dept		Joe	8/22/2017
Aqueduct Leases	All five leases executed	Completed on schedule			Terry	August, 2017
Budget Process Design	Budget Manual complete for FY19	Distributed, monitor input for future manual	N/A		Blythe, Sheryl	Sept. 2018
Union Negotiations	Police Patrol & Supervisory contracts	Approved by BOS at 12/18/17 Meeting	Town Meeting Appropriation		Scott, Meghan	ATM 2018
Appointments Policy	Policy to guide how BOS appts are made	Approved at 9/11/17 Meeting	Completed	Ellen/Jack	Blythe	9/11/2017
Modifications to Alcohol Regs	Eliminated 10 bar seat max	Completed 9/11/17	Completed			9/11/2017
Gifts Policy Updated						
Debt Policy	Sets a range of debt to revenues for the Town		Completed		Blythe, Sheryl	2/12/2018
Communications Plan	Project Completed	Plan Received January, 2018	Hire a Comm. Mgr in BOS Office		Blythe, Brian	1/31/2018
BOS Handbook/Manual	BOS Approved manual - January, 2018			Marjorie		1/16/2018

FUTURE ANTICIPATED PROJECTS FY19

Demo Delay Bylaw	Review bylaw for possible changes					
Transportation Adv. Group	Form working group to outline a charge			Ellen, Deb	Meghan	
Budget Process	Review existing bylaw & update	Consider for 2019 ATM			Blythe, Sheryl	
SEC - Re-evaluate	Re-evaluate structure, charge	Consider for 2019 ATM		Tom		
Boston Marathon Policy	Revise for bibs, exp. Of funds					
Town Strategic Plan						
Discuss OPM Svcs w/in FMD	Expand FMD to perform in house?					

PAUL T. SHEILS
ATTORNEY AT LAW
10 TREMONT STREET
SUITE 300
BOSTON, MASSACHUSETTS 02108

TELEPHONE (617) 973-0600
FAX (617) 742-1724
EMAIL PTSheils@aol.com

March 16, 2018

Ms. Blythe C. Robinson
Executive Director
Town of Wellesley
525 Washington St
Wellesley MA. 02482

RE: US Paving Services, Inc. v. Town of Wellesley

Dear Ms Robinson:

Please be advised that this office has been retained by US Paving Services, Inc. (US) to file litigation against the Town of Wellesley to collect the balance of Twenty-seven Thousand Nine Hundred Forty Dollars and eight cents ($ 27,940.08) currently due on Contract 16C-410-1557 Washington Street Reconstruction Between Forest Street & Morton Street.

My client has been advised by Mr. Hickey that payment is being withheld because of an ongoing issue concerning puddling near the tennis court driveway. As US advised Mr. Hickey its work was done to bid specifications and did not alter the then existing road grade. As evidenced by the enclosed photograph from May 2009 this was certainly pre-existing problem which in all likelihood the Town was aware of. Nonetheless, the bidding process and specifications did not identify this issue or specify that steps were to be taken to address it.

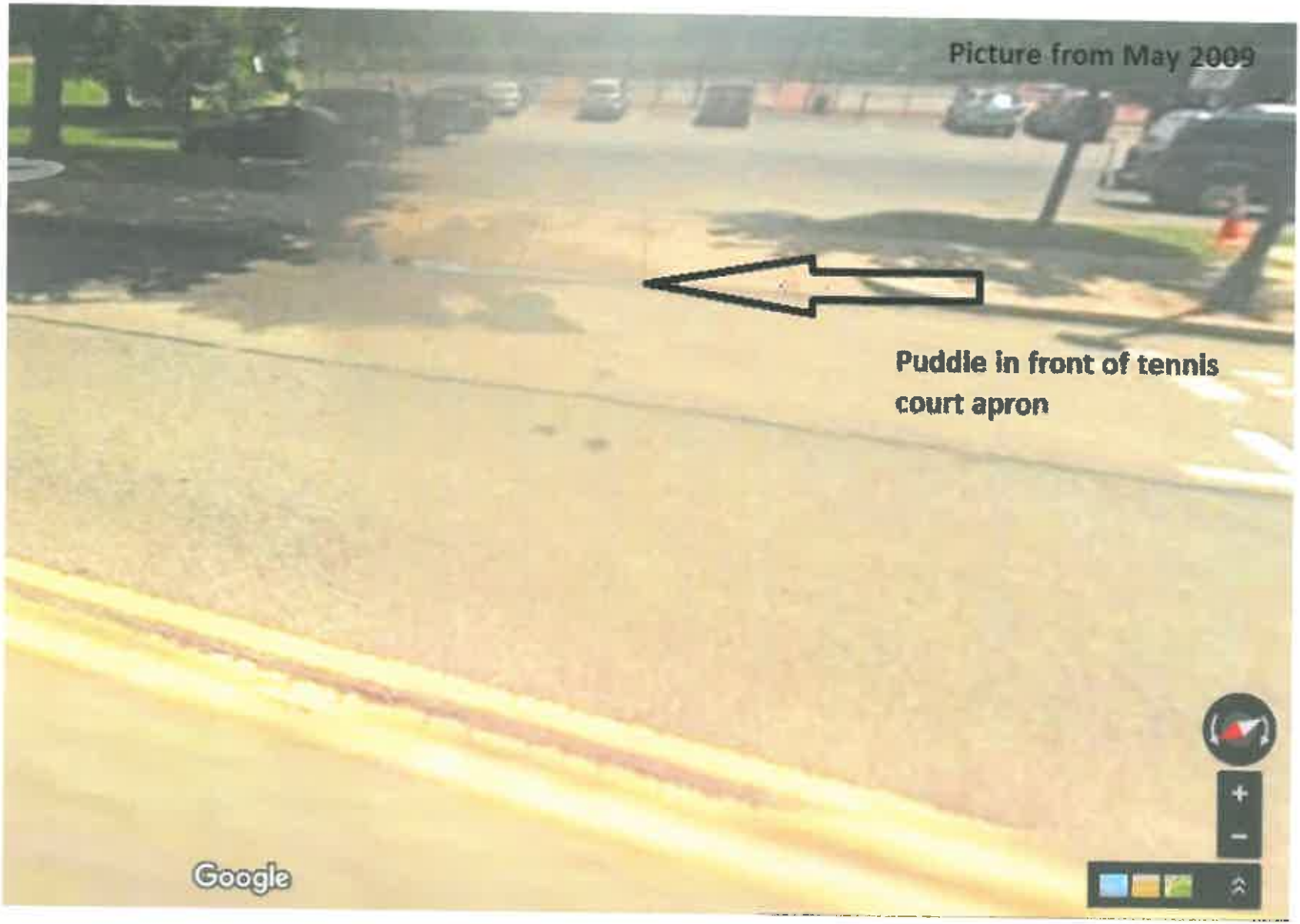
Unless payment, or an acceptable arrangement for payment is made immediately, US Paving has directed that I institute litigation and take every legal step available to collect the funds due.

Very truly yours,

Paul T. Sheils

PTS/obs

Cc: client


Picture from May 2009
Puddle in front of tennis court apron
Google

Charles D. Baker, Governor
Karyn E. Polito, Lieutenant Governor
Stephanie Pollack, Secretary & CEO
Jonathan L. Gulliver, Highway Administrator

massDOT
Massachusetts Department of Transportation
Highway Division

March 22, 2018

Blythe C. Robinson
Executive Director of General Government
Town of Wellesley
525 Washington Street
Wellesley, Ma 02482-5992

Subject: Route 9/Kingsbury Street Intersection Guardrails
Contract 96794 - Resurfacing and Related Work (Including Signals) along a Section of Route 9 (Worcester Street)

Dear Ms. Robinson:

MassDOT District 6 is in receipt of your letter dated March 19, 2018 regarding the guardrails at the Route 9/Kingsbury Street Intersection. Factors that lead to the inclusion of guardrails at the aforementioned intersection included the recommendations of the Metropolitan Area Planning Council's, "2016 Wellesley-Route 9 Enhancement Study and Plan" and the March 1, 2016 request by the Town of Wellesley as part of the 25%/75% Plan Submittal. On the eastbound side, the relatively narrow grass strip between the face of curb and sidewalk and the adjacent median U-Turn contributed primarily to the addition of guardrail between Donizetti Street and the driveway to #646 Worcester Street.

Upon beginning work at the intersection, the District became aware of potential utility conflicts at the guardrail post locations. Consequently, the District requested test pits be performed at the affected locations and a comprehensive alternatives analysis be done in an effort to provide pedestrian protection as intended in the contract drawings.

On westbound, the District anticipates that the Contractor will be able to install the guardrail run per the Contract, with additional effort to protect the existing utilities. On the eastbound side, the Contractor has been directed to perform additional test pits using vacuum excavation at each individual post location as soon as weather permits in an effort to maximize the use of the contract guardrail details. Please note that no determination has been made to eliminate the guardrail at this location and the District intends to exhaust their efforts to maintain the original Contract details.

The MassDOT Resident Engineer will continue to update Mr. Hickey regarding general job progress as well as the timing and results of this additional test pit effort. If you have any questions concerning this matter, please contact me at 857-368-6221.

Sincerely,

John McInerney

John McInerney, P.E.
Acting Highway Director – District 6

Cc: C. Evasius, MDOT; J. Ranieri, MDOT; C. Dwyer, MDOT; D. Dailey, MDOT; M. Pakstis, Wellesley; D. Hickey, Wellesley; Chief J. Pilecki, Wellesley; Rep. Alice Peisch

District 6 Highway Division
185 Kneeland Street, Boston, MA 02111
Tel: 857-368-6100, Fax: 857-368-0105
www.mass.gov/massdot

March 14, 2018

Dear Ms Gibbs,

I wrote to the Massachusetts State Police in Framingham and told them I was your friend. Sorry, but I had to use a real reference in Massachusetts to keep me safe. Although I hardly know you, you seemed to like my book of poetry, Friendship.

If they call you about me, please tell them that, as far as you know, I am a good guy and am just trying to re-locate to Westfield so I can resume my literary career. Westfield, Mass. is a wonderful little city. They call it the "Whip City", because for many years it manufactured horse and buggy whips. They are very proud of it. It's also known as "poor man's Wellesley", because they are good, kind, and gentle like Wellesley — but they are poor. Many of them have native American blood.

I'm caught between a rock and a hard place, like an immigrant or someone trying to make a comeback. Please tell them I'm a nice person. Thank you.

As for Phil's brother... it was one of many jazz pacts my Uncle Raphael (Ray) Lyman and my Mother spinned in Norwalk many years ago.

I long for the good old days. But we have to go forward.

God bless you... Henry S. Lyman

DON'T MISS THE BOAT!!! 8:30 PM DEPARTURE Make sure you bring your tickets!

"Jazz on the Sound"

SAT. EVENING AUG. 3rd, 8 PM-3 AM

on the fabulous Bridgeport-Port Jefferson Ferry

- CONTINUOUS MUSIC BY TWO GREAT JAZZ GROUPS
- ALL YOU CAN EAT AND DRINK

CLAM + SHRIMP BAR, FOOD, DRINKS (hard + soft)

BARRY HARRIS-PIANO, CHARLIE McPHERSON-ALTO SAX, EDDY LOCKE-DRUMS, SELDON POWELL-TENOR SAX, MAJOR HOLLY-BASS, JOHNNY MORRIS-PIANO, AL LUCAS-BASS, CHUCK MURPHY-DRUMS, ROY ELDRIDGE-TRUMPET

DIRECTIONS TO FERRY

USE EXIT 27 FROM CONNECTICUT TURNPIKE - WESTBOUND - Turn right on Lafayette. Proceed to State St, turn right, proceed to end - bear right and then left under underpass by gas station. EASTBOUND - Go straight to Main St. turn left, proceed to State St., turn right, proceed to end - bear right and then left under underpass by Gas Station. EASTBOUND ON MERRITT PKWY. Take exit 47 (Park Ave.) proceed to State St., turn left and follow to end Bear right, then left, under underpass by Gas station. WESTBOUND ON MERRITT PKWY. - Change to Connecticut Turnpike at Exit 54, via Milford Parkway.

SPECIAL PARKING WITH POLICEMAN ON GUARD!

OFFICE OF THE GOVERNOR
COMMONWEALTH OF MASSACHUSETTS
STATE HOUSE • BOSTON, MA 02133
(617) 725-4000

CHARLES D. BAKER
GOVERNOR

KARYN E. POLITO
LIEUTENANT GOVERNOR

February 1, 2018

Henry Lyman
48 Nursery Street
Norwalk, CT 06850-1718

Dear Henry,

Thank you for the thoughtful gift. Your generosity is part of what makes our Commonwealth such a great place to call home and is truly appreciated. Your commitment to Massachusetts is inspiring and I wish you the very best on the road ahead.

Sincerely,

Charlie Baker

TOWN OF WELLESLEY MASSACHUSETTS

BOARD OF SELECTMEN

TOWN HALL • 525 WASHINGTON STREET • WELLESLEY, MA 02482-5992

ELLEN F. GIBBS, CHAIR
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TELEPHONE: (781) 431-1019 x2201
WWW.WELLESLEYMA.GOV
BLYTHE C. ROBINSON
EXECUTIVE DIRECTOR OF GENERAL GOVERNMENT

November 30, 2017

Mr. Henry Lyman
48 Nursery Street
Norwalk, CT 06850

Dear Mr. Lyman:

On behalf of the Town of Wellesley Massachusetts, I would like to extend our gratitude for donating a copy of Friendship- The Poetry of Henry S. Lyman.

The book has been forwarded to the Wellesley Free Library for residents to enjoy.

Again, we appreciate your thoughtfulness to the Town and extend our best wishes for much success to you in the future.

Sincerely,

Ellen F. Gibbs

Thank you so much for the book!

Ellen F. Gibbs
Board of Selectmen, Chair

Henry S. Lyman
48 Nursery Street
Norwalk, CT 06850

WESTCHESTER NY 105
24 MAR 2022 PM 3 L

Ellen F. Gibbs
Board of Selectmen, Chair
Town Hall
525 Washington Street
Wellesley, MA 02482-5992

02482-599299

ITALIAN
Bertucci's®
RESTAURANT

March 23, 2018

Town of Wellesley
Wellesley, MA

To whom it may concern,

I would like to inform you that we will be officially closing our Bertucci's located at 380 Washington St, License # 134400015, on March 25, 2018 at the end of the business day.

Sincerely,

Chrissy Wills

Administrator of Real Estate, Construction and Licensing

155 Otis Street • Northborough, MA 01532 • (508) 351-2500 • Fax (508) 393-1231
Bertuccis.com