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TOWN OF WELLESLEY



MASSACHUSETTS

BOARD OF SELECTMEN

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

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 ELLEN F. GIBBS, VICE CHAIR
 DAVID L. MURPHY, SECRETARY
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 JACK MORGAN

FACSIMILE: (781) 239-1043
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BLYTHE ROBINSON
 EXECUTIVE DIRECTOR OF GENERAL GOVERNMENT

SELECTMEN'S MEETING
TENTATIVE AGENDA

Juliani Room, Town Hall

6:30 P.M. Monday, January 30, 2017

1. 6:30 Swearing In Ceremony of Jack Pilecki as Chief of Police
2. 7:00 Citizen Speak
3. 7:05 Executive Director's Update
 - Minutes
 - Babson One Day License
4. 7:10 FY18 Budget Update
5. 7:20 Route 9 Enhancement Study and Plan Presentation
6. 7:45 Discuss Annual Town Meeting Articles
 - Discussion of Citizen Petition – Article 42 Placement of Trash Receptacles
 - Discuss Article 40- Demolition Delay
7. 8:20 Old/New Business
8. 8:25 Executive Session
 - To discuss strategy with respect to collective bargaining with all unions
 - To discuss lease negotiations with respect to 900 Worcester Street

Next Meeting Dates: Monday, February 6th
 Monday, February 13th
 Monday, February 27th

1/26/2017

Black regular agenda items

Board of Selectmen Calendar – FY17

Date	Selectmen Meeting Items	Other Meeting Items
2/6 Monday	<u>Meeting</u> Hearing CV Regulation modification Wayfinding (waiting to hear from consultant) FY 18 Budget Discussion Appoint Local Building Official Exec. Session – 900 Worcester	Public Zoning Hearing
2/13 Monday	<u>Meeting</u> Fy18 Budget Update Takara - Change in Directors (7:35) Zoning Citizen Petition - Stanley Brooks	
2/20 Monday	Town Hall Closed	
2/27 Monday	<u>Meeting</u> Brook/Benvenue – Discuss Financing and Plan Brook/Amherst- Discuss Financing and Plan Great Plain Ave scope discussion Wellesley Media Corp – Filming Locations	
3/6 Monday	<u>Meeting</u> Energy Update – Allan Hebert	
3/7 Tuesday	Town Election	
3/13 Monday	No Meeting – Wellesley Club Town Affairs	
3/14 Tuesday	<u>Meeting</u>	
3/20 Monday	<u>Meeting</u>	
3/27 Monday	ANNUAL TOWN MEETING BEGINS	
3/28 Tuesday	Annual Town Meeting	
4/3 Monday	Annual Town Meeting	
4/4 Tuesday	Annual Town Meeting	
4/12 Wednesday	Annual Town Meeting	
4/17 Monday	Town Hall Closed – Patriots Day	

1/26/2017
Black regular agenda items

<i>Date</i>	<i>Selectmen Meeting Items</i>	<i>Other Meeting Items</i>
<i>4/24 Monday</i>	<i>Annual Town Meeting</i>	
<i>4/25 Tuesday</i>	<i>Annual Town Meeting</i>	

Notes

Quarterly updates

- *Traffic Committee (Deputy Chief Pilecki)*
- *Facilities Maintenance (Joe McDonough)*

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BLYTHE C. ROBINSON
EXECUTIVE DIRECTOR OF GENERAL GOVERNMENT

MEMORANDUM

DATE: January 27, 2017
TO: Board of Selectmen
FROM: Blythe Robinson, Executive Director
SUBJECT: January 30, 2017 – Agenda Background

We continue to refine this document so that it best meets your needs in preparation for the meeting. This latest version has been changed so that each agenda item has its own page and the motion if required is also included on that page. By keeping each item all together hopefully it will be easier to manage at the meeting.

Please note that our evening will begin with the retirement party for Chief Cunningham from 4:00 – 6:00 PM in the Juliani Room. We are anticipating a good turnout that will also include Governor Baker. The regular meeting will begin at 6:30 PM when the swearing in will take place for incoming Chief Jack Pilecki.

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BLYTHE C. ROBINSON
EXECUTIVE DIRECTOR OF GENERAL GOVERNMENT

MEMORANDUM

DATE: January 27, 2017
TO: Board of Selectmen
FROM: Blythe C. Robinson, Executive Director BOR
SUBJECT: Weekly Report

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

- We received notification from the Registrar of Deeds that the Community Preservation Act funds collected by the Registry for the Town of Wellesley in calendar year was \$116,480.00. As you are aware, these funds are derived from deed recordings and then forwarded to the State for redistribution to each community based upon the formula it had adopted.
- The Governor spoke at the MMA Annual Business meeting last Saturday and gave us a glimpse of what he filed this week. Some good news on the revenue front, UGGA funds will be going up by 3.9% and Chapter 70 school funds by \$20/student. These will both provide some help towards closing the budget gap for FY 17/18. However, at this point the budget remains in deficit by just under \$1.6 million. I plan to attend the Advisory Committee public hearing on the budget on February 1st although we will not have reached a balanced budget by that date.
- A coordination meeting was held this week between the developer of 900 Worcester Street and staff to discuss the various aspects of the process related to the permitting process. A good dialogue ensued and there do not seem to be any major roadblocks to what is being proposed. The developer intends to have information to the Town this week so that the particulars of the lease can be reviewed next week and several meetings are scheduled for this.
- Work continues on the upgrade of the Town's website. The committee is looking for Wellesley pictures that can be added to the banner, ideally ones that show the town in spring/summer with greenery, and ones that are panoramic or suited to a wide shot at the top of the screen. If you have any or can suggest to whom we can reach out to in town, please let us know.
- The FMD has made an offer to a candidate for the open Maintenance Manager position which goes to the HR board on Monday night for approval.
- I met with Tom Frisardi this week to discuss the upcoming annual town meeting as he gears up to step into the role of Moderator. We discussed having a separate special town meeting within the annual to take up 900 Worcester and he was amenable to that idea.

- I had meetings with both David Himmelberger and Heather Sawitsky this week at their request to talk about Wellesley and various issues. Their insights and history were valuable to understanding some of the items before us at present.
- Meghan and I had a meeting with a location scout for an upcoming movie entitled "Daddy's Home II". This is a sequel to "Daddy's Home" starring Mark Wahlberg and Will Ferrell. The scout asked to meet with us to show us the several locations in Wellesley that they intend to use at the end of March/beginning of April including the E.A. Davis store interior, the church on the corner of Washington and Church Street, and Central Park. An area in front of the church and Central Park would be on Town property for which they will need your permission. We are awaiting more details, but at this point we know that filming would be done at night for outside scenes, it would take place the first week in April, and they are committed to meeting whatever requirements we have and providing compensation to the Town. They may have parking needs for which we suggested 900 Worcester St. When we have more details we'll let you know.
- Human Resources has made an offer to a prospective employee to fill one of the Building Inspector positions in the building department. As you know they have been short staffed for some period. We hope to be bringing that appointment to you on February 6th for approval.
- Dave Murphy and I had a meeting with Peter Marx from Wellesley Media Corporation about the future of the organization, as well as an update to their plans to expand their capability to record meetings at more town buildings. They would like to come before the board at the end of February to discuss with you the next steps on meeting coverage.
- Counsel for the property owners at 892 Washington Street reached out to Town Counsel this week to raise concerns about the parameters of the conservation restriction of the parcel and their development plans. Staff met with Town Counsel on Friday to discuss these issues so that we could prepare our position to respond and work towards resolving the development of the property.

1. Appointment of Jack Pilecki – Police Chief & Swearing In

Included in your packet is a memorandum of the parameters of the contract that has been negotiated between the Town and the Chief which becomes effective on February 6, 2017. The Board needs to take action to ratify this contract and then execute it.

Retiring Chief Cunningham will provide remarks to the Board about Jack as he and Jack have served together throughout their career. Jack's family has been invited to attend to witness his elevation to Chief and the swearing in ceremony.

MOVE: That the Board ratify the contract between the Town of Wellesley and appoint Police Chief Jack Pilecki for the period beginning February 6, 2017 and ending June 30, 2020.

TOWN OF WELLESLEY



MASSACHUSETTS

HUMAN RESOURCES DEPARTMENT

Town Hall
525 Washington Street
Wellesley, MA 02482

(781) 431-1019 ext. 2244
(781) 431-8643 fax
hr@wellesleyma.gov

To: Board of Selectmen
Blythe Robinson, Executive Director

From: Scott Szczebak, Director

Date: January 27, 2017

Re: Information for HR Board Meeting

Below are the highlights of the proposed employment contract with Francis "Jack" Pilecki for his promotion to Chief of Police.

Length of Contract

February 6, 2017 – June 30, 2020

Salary

FY 18: \$155,500

FY 19: % increase for 50/60 Series as determined by the Human Resources Board

FY 20: % increase for 50/60 Series as determined by the Human Resources Board

Eliminate holiday pay

Education Incentive

\$14,500 per year for a Bachelor's Degree

Vacation

6 weeks of vacation per year

May not have more than 8 weeks of vacation at any time

May carry-over 2 weeks of vacation (8-week cap still applies)

Eliminate vacation buyback provision

Sick Time

12 days per year

Keep current sick time balance

Eliminate sick time buyback provision

Other Benefits

All other benefits will be the same as those given to the 50/60 Series employees

EMPLOYMENT AGREEMENT

BETWEEN THE

TOWN OF WELLESLEY

AND

TERRENCE M. CUNNINGHAM

CHIEF OF POLICE

Term

July 1, 2015 to June 30, 2020

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TERRENCE M. CUNNINGHAM
EMPLOYMENT AGREEMENT

This document outlines the terms and conditions of the employment of Terrence M. Cunningham as Chief of Police for the Town of Wellesley, Massachusetts, and supersedes any prior such agreement.

SECTION 1.
TERM OF OFFICE

1. The Board of Selectmen of the Town of Wellesley (the "Town") hereby reappoints Terrence M. Cunningham as the Chief of Police for the period commencing on July 1, 2015 and ending on June 30, 2020. Extension beyond June 30, 2020 will require a new written Agreement.
2. The Chief of Police agrees that because this is his primary employment he will not become employed in any position which would impact in an adverse manner upon this responsibility or which would constitute a conflict of interest or violation of the ethics laws.

SECTION 2.
DUTIES OF POSITION

The duties of the position shall be governed by and be consistent with the requirements of M.G.L. c. 41, § 97A. As provided by M.G.L. c. 41, § 97A, the Chief of Police shall from time to time make suitable regulations governing the police department and the officers thereof, subject to the approval of the Board of Selectmen; provided, that such regulations shall become effective without such approval upon the failure of the Selectmen to take action thereon within thirty days after they have been submitted to them by the Chief of Police. Subject to said M.G.L. c. 41, § 97A, the Chief of Police will have complete authority to administer the internal workings and day-to-day business of the police department, to include but not be limited to the responsibilities as detailed within the job description for the position of Chief of Police for the Town of Wellesley, which is attached hereto and incorporated herein by reference. The job description may be amended to ensure compliance with M.G.L. c. 41, § 97A. In addition, the Chief of Police shall have the authority to make public statements on any matters which affect the public as they apply to potential dangers, prevalent crime or traffic conditions, policy/community relations, proposed legislation, or other issues affecting or related to public safety, policing, or the police department generally.

SECTION 3.
HOURS OF WORK

As a result of the fact that the Wellesley Police Department is a twenty-four hour, seven days a week operation, and because of the serious nature and sensitivity of its mission, it is recognized that the duties of the Chief of Police will require that he schedule himself to work those hours necessary to accomplish the responsibilities of the position.

These hours may not be those hours associated with the typical 9:00 A.M. to 5:00 P.M., eight (8) hour business day.

To function effectively, the Chief of Police will be required to participate in community activities, make field inspections of police operations, attend and when necessary conduct collective bargaining negotiations, attend meetings, and respond to emergencies and investigations. In any event it is expected that the Chief of Police will spend such time as is necessary to ensure the efficient operation of the police department while at the same time providing a sufficient amount of time for personal and family leisure.

SECTION 4. COMPENSATION

The annualized compensation for the Chief of Police to be paid in weekly installments during the first year of this Agreement shall be as follows:

The total compensation will be paid in weekly installments and on an annual basis for FY '16 is as follows:

	July 1, 2015
Base Salary	\$144,283.72
Education Increment – Town Share	17,910.46
Subject to reimbursement from the Commonwealth	17,910.46
Holidays (See Section 10)	8,255.00
Total	\$188,359.64

The annual uniform/cleaning allowance of \$1,000 is included in base salary.

The Education line item in the annual compensation shall be equal to 25% of the salary line item in accordance with the provisions of M.G.L. c. 41, § 108L, which the Town has accepted, in recognition that the Chief of Police attained either a master's degree in law enforcement or a degree in law. If the Commonwealth fails to fully fund its reimbursement obligation to the Town under M.G.L. c. 41, § 108L, the Town will pay the Commonwealth's share nevertheless, reserving the right to seek payment from the Commonwealth.

For the final two years of this Agreement, the Chief of Police shall be compensated at the rate recommended by the Human Resources Board for the 50/60 series employees as approved and appropriated at the Annual Town Meeting. Further, regarding salary, on July 1st of each year of the term of this contract, the Chief of Police may receive a salary increase as decided by the Board of Selectmen to be warranted on account of the evaluation performed pursuant to Section

6, which shall be added to the base salary (with the effect on the other line items set forth below accordingly). The Town agrees that it shall not, at any time during the term of this Agreement, reduce the salary, compensation, or other benefits of the Chief of Police except to the extent that a reduction is applied across the board for general non-union Town employees.

SECTION 5. GOALS AND OBJECTIVES

Essential to the development of a strong working relationship between the Board of Selectmen and the Chief of Police is a clear understanding of the mission, and goals and objectives of the Police Department. The Chief of Police shall develop programs and strategies as goals and objectives and he will present this information periodically to the Board of Selectmen or its representatives.

SECTION 6. EVALUATION

Although the assessment process is viewed as a continual dialogue between the Board of Selectmen and the Chief of Police, the parties agree and understand that in accordance with the Human Resources By-Law of the Town of Wellesley, a formal written evaluation may be conducted by the Board of Selectmen as soon as practicable following July 1st of each year of the contract. The Chief of Police will be notified by the Board of Selectmen at the commencement of the evaluation process initiated in accordance with the Human Resources By-Law, and a copy of the entire evaluation, in written form, shall be supplied to the Chief of Police as soon as possible, while maintaining an effort to do so within thirty (30) days after it was completed.

SECTION 7. DISCIPLINE AND TERMINATION

1. During the term of this Agreement, the Chief of Police may be disciplined for just cause upon proper notice and hearing. The principle of progressive discipline is generally applicable, but the Town reserves the right to terminate the Chief of Police's employment without the imposition of prior discipline if circumstances warrant.

2. TERMINATION BY THE TOWN

The Town may determine to terminate the contract with the Chief at any time prior to the expiration of the term of the Agreement and only for just cause. The Town shall institute removal proceedings in the following manner:

- a. Termination will be by notice and hearing as required by law At least ten (10) days prior to any hearing, as referred to below in para. b, the Chief of Police shall be provided in writing

with the charge(s) made against him, and the evidence which supports said charges, in such specificity so that the Chief of Police may understand and prepare his defense.

- b. No later than ten (10) days following delivery and receipt of the charges and specifications, as described above in para. a, the Board of Selectmen will conduct a hearing, and the Chief of Police will be given an opportunity to respond to the charges. The hearing will be public or private at the discretion of the Chief of Police as required by law. The subject matter to be presented at the hearing shall be only those charges as were specifically detailed in the written notice to the Chief of Police in accordance with para. a above.

During the hearing, the Chief of Police shall have the right to be represented by counsel, to question, confront and cross-examine witnesses, to introduce evidence and to conduct oral arguments.

In its decision, the Board of Selectmen shall consider only those facts which were presented at the hearing and shall make its findings of fact based upon the record of the hearing and in accordance with the standard of care, as is provided by law. The Chief of Police shall be provided with a written notice of the findings and decision of the Board of Selectmen and such notice shall include the relevant facts and reasons for their specific findings.

3. TERMINATION BY THE EMPLOYEE

Should the Chief of Police resign his position at any time prior to the expiration of the term of this Agreement, he shall notify the Board of Selectmen in writing. If the Chief of Police is leaving office due to retirement, he shall provide the Town with one year (365 days), or a lesser amount of time as determined by the Board of Selectmen, to allow the Town to consider the appointment of a replacement. Termination by the Chief of Police for any other reason will require a minimum of ninety (90) days' prior notice, or such lesser time as is agreed to by the Board of Selectmen.

SECTION 8. PROFESSIONAL DEVELOPMENT

The Chief of Police will be encouraged to take advantage of the latest developments in the field of public safety and policing. The Chief of Police will be allowed to maintain membership, and is permitted to hold office, in the Massachusetts Chiefs of Police Association and the International Association of Chiefs of Police and in other applicable regional chiefs of police associations. The annual dues in these associations and other professional organizations, as well as the expenses related to conferences and meetings, shall be considered as normal business expenses to be proposed in the Department budget and charged to the Town. In this regard, the Town agrees to budget appropriate and reasonable finances for travel and expenses related to the attendance of the Chief of Police at the annual conferences of the Massachusetts Chiefs of Police Association and the International Association of Chiefs of Police and also for short courses, institutes, and seminars that, in his reasonable judgment, are necessary for his professional

development. Such time in the foregoing activities shall be considered as time worked; however, the Chief of Police recognizes that his primary responsibility is to the Town of Wellesley Police Department. Attendance at professional development activities will be limited and/or scheduled in such a manner that they do not impact in an adverse manner upon the Chief of Police's professional responsibilities

SECTION 9.

AUTOMOBILE

The Chief of Police is considered to be on-duty twenty-four (24) hours per day, seven days per week. It is expected that the Chief of Police will respond to the needs and/or emergencies of the community when necessary or required. As a result, the Chief of Police is provided with an unmarked standard Wellesley police automobile for his exclusive and unrestricted use so that he may respond to emergencies and other matters from wherever he may be. This vehicle shall be equipped with a police radio and telephone so that the Chief of Police can remain in contact with the Police Department and Town officials, a siren and emergency warning lights, and other emergency equipment. The costs associated with the operation and maintenance of this police vehicle will be borne by the Wellesley Police Department.

SECTION 10.

BENEFITS

The Chief of Police shall receive six (6) weeks of paid annual leave. The Chief of Police may submit fifteen (15) unused vacation leave days for reimbursement and he may carry forward five (5) days of unused vacation leave days. In any event, the Chief of Police can have no greater than an accumulative total of fifteen (15) unused vacation days from previous fiscal years. The reimbursement rate will be determined by dividing the weekly compensation rate for the Chief of Police by five (5) and then multiplying the sum by the number of unused vacation leave days. Said payment will be payable in the next scheduled pay period.

If the employment of the Chief of Police is terminated by retirement, removal or death, he shall be entitled to reimbursement for unused vacation days from previous years and for those vacation days which he earned in the then present fiscal year. The reimbursement rate will be determined by dividing the weekly compensation rate for the Chief of Police by five (5) and then by multiplying the sum by the number of unused vacation days from that particular year and those which have been accumulated from previous years. Said payment will be payable in the next scheduled pay period. Upon termination by death these entitled vacation allowances and accrued vacation should be paid to the person or persons to whom unpaid salary is payable.

The Chief of Police shall be entitled to sick leave benefits. In the event of bona fide personal and non-service connected sickness or injury (not covered by M.G.L. c. 41 §111F) the Chief of Police shall receive 30 sick days per year on July 1st. The Chief of Police may carry forward up to 12 sick days per year, but the other 18 sick days will be forfeited if not used within 12 months of receipt. Each sick day used by the Chief of Police shall be subtracted first from the 12 sick days eligible to be carried forward to future fiscal years. For example, if the Chief of Police uses

four sick days within the 12 month period, he may only carry forward 8 sick days. The Chief of Police may not accumulate over all fiscal years more than one hundred and fifty (150) days.

Further, if the employment of the Chief of Police is terminated by retirement, removal or death, he (or his estate) shall be entitled to reimbursement for forty percent (40%) of his accumulated unused sick days as of the date of such termination (which cannot exceed the maximum of one hundred fifty (150) days as set forth above). The reimbursement shall be computed in the same manner as that described above for unused vacation days.

In that the Chief of Police is expected to be available twenty-four (24) hours a day, and because it is difficult to predict with any surety whether the Chief of Police will be granted a particular holiday for use as personal time, an additional day of pay for each of the twelve (12) holidays (11 legal holidays, and ½ day for Christmas Eve and New Years Eve, for a total of 12 days) recognized by the Town of Wellesley will be paid to the Chief of Police. The daily rate shall be computed on the annual salary referred to in Section 4. Compensation.

The Chief of Police will also receive health and dental insurance, retirement, deferred compensation program, life insurance, disability insurance, bereavement leave, reclassification, personal days and other benefits as provided to the Chief of Police by the Town of Wellesley Personnel By-Law, Classification Plan or otherwise.

SECTION 11.

INDEMNIFICATION FOR PROFESSIONAL LIABILITY

The Town agrees that it shall defend, save harmless, and indemnify the Chief of Police against any tort, professional liability claim or demand, or other civil or criminal legal action, whether groundless or otherwise, arising out of an alleged act or omission related to or occurring in the performance of the Chief of Police's duties as Chief of Police of the Town of Wellesley consistent with the provisions of G.L. c. 258, § 9.

SECTION 12.

GENERAL PROVISION

Should a dispute arise concerning the interpretation of the terms and conditions set forth in this Agreement, the parties shall meet at a mutually convenient time and place in an effort to settle said dispute. Should no settlement be forthcoming the parties may submit the matter to a mutually acceptable mediator for resolution. Mediation is a prerequisite for filing suit.

SECTION 13.

SEVERABILITY AND AMENDMENT OF AGREEMENT

This Agreement represents the full understanding of the parties. If any of the foregoing sections or parts thereto is found to be invalid or unenforceable, the remainder of the Agreement shall remain in full force and effect for the term. No additions, modifications or changes shall occur with respect to this Agreement without a written document executed by the parties hereto setting forth said additions, modifications, or changes.

Signed and executed this day of _____ 2015

FOR THE TOWN OF WELLESLEY:



DAVID MURPHY
CHAIRMAN
BOARD OF SELECTMEN
TOWN OF WELLESLEY



TERRENCE M. CUNNINGHAM
CHIEF OF POLICE

3. Executive Director's Report

Included in your packet is a short weekly report for items that may be of interest to you from the past week. Also included are the minutes from the last meeting and a Babson College request for a one-day license on 3/3/17 for your approval

- Minutes – the minutes of the January 24 are included for approval.
- Babson One Day License – Babson has requested a one-day wine and malt beverage license for an event in the Sorenson Center Upper Lobby on March 3rd. The expected attendance is 150 people. Babson meets all of the requirements and we have not had any issues with events held there that would preclude recommending approval of this request.

Minutes:

MOVE to approve the minutes of the Board of Selectmen meeting January 24, 2017.

Babson One Day License:

MOVE to approve a One Day License for Babson College on March 3, 2017 in the Sorenson Center Upper Lobby for the Babson India Symposium.

Board of Selectmen Meeting: January 24, 2017
Present: Murphy, Freiman, Gibbs, Searle, Morgan
Also Present: Robinson, Jop, Connolly

Warrants Approved: #2017-028 in the amount of 1,405,083.88

Meeting Called to Order: 6:30pm

1. Joint Meeting with the School Committee to discuss Hardy, Hunnewell, Upham (HHU)

The joint meeting voted unanimously to convene a joint meeting of the Board of Selectmen and the School Committee.

The joint meeting voted unanimously to elect Marjorie Freiman as Chair of the joint meeting.

The joint meeting voted unanimously to elect Sharon Gray as Secretary of the joint meeting.

Mr. Morgan noted that in the past eight months the HHU Committee has continued the process of evaluating options with the intention of eventually recommending the reconstruction or new construction of the HHU schools. This is a complicated issue due to the sequencing of the construction which will play out over 5+years and require a number of debt exclusions. He noted that there is a desire for an early citizen vote, so the Town can be clear on whether a chosen path is supported. They requested that Town Counsel investigate options for an early citizen vote. Town Counsel has submitted a memorandum to the School Committee and the Board of Selectmen, detailing three ways in which the Town could have a citizen vote. Mr. Morgan briefly summarized each of the three options. The joint committee discussed the three options as well as possible dates.

The joint meeting voted unanimously to dissolve the joint meeting.

2. Citizen Speak

None

3. Executive Director's Update

Ms. Robinson briefly updated the Board on several matters including: Thanking the Finance Department and School Department staff for the recent wrap up of the High School project and audit with the State, which has resulted in a payment to the town of approximately \$96,000, she also noted that the two selectmen candidates have begun receiving the weekly Friday Night Mailing, and further noted that they are in the process of filling one of the Building Inspector positions. Ms. Robinson noted that several staff went to the MMA meeting briefly reviewed news from the governor.

Minutes

Upon a motion made by Mr. Murphy and seconded by Ms. Gibbs the Board voted (5-0) to approve the minutes of the Board of Selectmen meetings January 9, 2017 and January 17, 2017 as amended.

Appointment of Special Police Officers

Upon a motion made by Mr. Murphy and seconded by Ms. Gibbs the Board voted (5-0) that the Board appoint the following persons as special police officers for a term to expire on June 30, 2017:

- Terrence O'Connor
- Richard Weaver

Upon a motion made by Mr. Murphy and seconded by Ms. Gibbs the Board voted (5-0) that the Board appoint the following persons as permanent special police officers for a term to expire on June 30, 2017:

- Robert O. Yeagle
- Louis A. Messina
- Alex R. Lukianov
- Charles H. Lawry
- Jack I. London
- Michael T. Burke
- Michael MacDonald

Supplemental Snow and Ice Appropriation

Mr. Morgan discussed his concern regarding the idea of coming up with a more realistic number at the beginning of the budget cycle for snow and ice appropriation.

Upon a motion made by Mr. Murphy and seconded by Ms. Gibbs the Board voted (5-0) that the Board approve the request from Public Works for a supplemental authorization to the FY 17 winter maintenance appropriation in the amount of \$200,000.

Upon a motion made by Mr. Murphy and seconded by Ms. Gibbs the Board voted (5-0) that from this point forward that the Executive Director be authorized to approve such requests on the Board's behalf.

Ms. Jop noted that with the transitioning of the Police Chief they will need to appoint Police Chief, Elect Jack Pilecki as the Keeper of the Lockup effective February 6, 2017 until June 30, 2017.

Upon a motion made by Mr. Murphy and seconded by Ms. Gibbs the Board voted (5-0) to appoint Chief Elect, Jack Pilecki as Keeper of the Lockup, effective February 6, 2017 until June 30, 2017.

4. Discuss modifications to Town Bylaw Article 14. Permanent Building Committee (PBC)

Joe McDonough, Facilities Maintenance Director, joined the Board. Mr. McDonough briefly reviewed the changes to Article 14, which is the bylaw that governs the PBC. He noted that this is in response to a memo from the PBC in December, in which they discuss raising the threshold from \$100,000 to \$500,000. The Board discussed Article 14, recommended potential changes and discussed timing. Ms. Freiman noted that they would discuss this with PBC before moving forward. The Board agreed to leave PBC's article as submitted and add a second article sponsored by the Selectmen.

5. Appointment of two new Wellesley Police Patrolman

Police Chief Cunningham, and Deputy Chief Jack Pilecki joined the Board. Chief Cunningham briefly discussed the status of the police department since the Town's departure from civil service. He then briefly reviewed the background of the two candidates. Mr. Keenan & Mr. DeBernardi introduced their families. The Board asked questions of both candidates.

Upon a motion made by Mr. Murphy and seconded by Ms. Gibbs the Board voted (5-0) to appoint Mark Anthony DeBernardi as a Police Officer to the Wellesley Police Department contingent upon the successful completion of the pre-screening process which includes a medical physical, psychological evaluation and physical abilities test as well as the successful completion of the police academy and subsequent one-year probationary period.

Upon a motion made by Mr. Murphy and seconded by Ms. Gibbs the Board voted (5-0) to appoint Zachary James Keenan as a Police Officer to the Wellesley Police Department contingent upon the successful completion of the pre-screening process which includes a medical physical and psychological evaluation as well as the successful completion of a one-year probationary period.

11. Review Town-Wide Financial Plan

Ms. Robinson questioned whether the Board would like to see any changes in the Town-Wide financial plan document. The Board discussed the document and recommended potential changes.

5. Parking Restriction - Dover Road (Washington Street to 29 Dover Road)

Ms. Freiman opened the public hearing. Mr. Connolly noted that this change was requested by Wellesley College, in order to prohibit parking along the Nehoiden Golf Course. Mr. Connolly displayed a map depicting where the no parking restriction would be placed. The Board was in support of this parking restriction. Mr. Connolly noted that abutters were noticed about this parking restriction.

Upon a motion made by Mr. Murphy and seconded by Ms. Gibbs the Board voted (5-0) to amend the Traffic Regulations by adding to Schedule 1 – No Parking

Dover Road

Westerly Side

From Washington Street to property line of 29 Dover Road.

6. Parking Space Removal – 258 Washington Street 40 feet East

Mr. Connolly discussed the location of the proposed removal of two parking spaces on Washington Street in Wellesley Hills. He noted that this was requested by a resident whose wife was seriously injured in an accident here. It was determined that the parking spaces limits site lines for both pedestrians and vehicles. The Board was in support of the removing the two parking spaces.

Upon a motion made by Mr. Murphy and seconded by Ms. Gibbs the Board voted (5-0) to amend the Traffic Regulations by adding to Schedule 1 – No Parking

Washington Street

Southerly Side

From Driveway of 258 Washington Street to a point 40' East.

7. Parking Restriction or Removal – West of Cliff Road

Mr. Connolly noted that these spaces are located in front of the Post Office. He reviewed the current parking time restriction (No Parking 7:30-8:30am) at this location. Mr. Connolly proposed either a no parking time extension to 9:30am or removing the parking spaces altogether. The Board was in support of removing the parking spaces.

Upon a motion made by Mr. Murphy and seconded by Ms. Gibbs the Board voted (5-0) to amend the Traffic Regulations by deleting from Schedule 1 – No Parking

7:30 a.m. to 8:30 a.m.

FROM

Washington Street

Northerly Side

From a point 180' west of Cliff Road to a point 220' west of Cliff Road.

Ms. Freiman closed the public hearing.

8. Granite Street – Street Acceptance Petition, classification of road type

Ms. Jop noted that the Board of Selectmen received a petition last year from the residents of Granite Street, a private way, to begin the process of accepting Granite Street as a public way. She noted that the Engineering Division prepared an upgrade cost estimate of \$255,000. The Board must categorize it as a Type 1, 2, or 3 based on the Town of Wellesley Street Acceptance Policy. She reviewed the three types of ways. She noted that engineering classified this as a Type 2 private way. Under this scenario the Town would

cover 75% of the cost. Ms. Jop asked the Board to confirm Granite Street was a Type 2 – Private Way with a significant level of public usage and also if the Board wants to include this in the upcoming Town Meeting or hold off and include it in the cash capital plan for FY19. The Board was in agreement that this is a Type 2 scenario, but that the budget implications would need to be discussed further.

Alex Baker, Crown Ridge resident, approached the Board. He noted that if this change happens his field stone wall would be removed. He noted that traffic has a tendency to fly around the corner and he has two small children and would like to keep the road as narrow as possible to slow down traffic.

Joanna Kaplan Lee of 12 Granite Street approached the Board. She noted that she received a letter from the DPW stating that they would no longer be filling the potholes on this street. She noted that the residents of the street tried to pay to have the potholes filled privately and they couldn't get anyone to give them quotes. She would like to get back onto the DPW program if at all possible.

Margaret Kenna of 4 Granite Street approached the Board. Ms. Kenna asked about what the process is with abutters to make the road wider. Ms. Jop described the process.

Upon a motion made by Mr. Murphy and seconded by Ms. Gibbs the Board voted (5-0) to classify Granite Street as a Type 2 under the Street Acceptance Policy.

10. Review Annual Town Meeting Warrant

Ms. Freiman asked for comments on the warrant. The Board reviewed the warrant and recommended a few small changes.

Upon a motion made by Mr. Murphy and seconded by Ms. Gibbs the Board voted (5-0) to approve the Warrant for the March 27, 2017 Annual Town Meeting.

12. Old/New Business

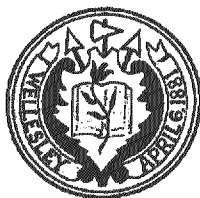
Mr. Morgan noted that there was a new business in town, Century Bank and he was pleased to represent the Board of Selectmen at their grand opening.

Ms. Robinson noted that today staff attended a meeting regarding 900 Worcester Street. She noted that they hope to get through the permitting process at a steady pace in order to have the facility open by September of next year. She asked the Board if they were amenable to having a Special Town Meeting on the same night as Annual Town Meeting in order to expedite the process. She briefly explained how the process would work. The Board was supportive of the idea.

The Board of Selectmen's Meeting was adjourned at 9:11pm.

Documents Presented:

- Parking Restrictions Update



TOWN OF WELLESLEY

Application for Special License(s)

Date of Application: 1/18/17

Date of Event: 3/3/17

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 ☒ 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: Kristi DeCisero Address: Babson College

Assistant Event Manager: Melissa Huston Address: Babson College

EVENT INFORMATION

Event Name & Description (If multiple events; See Attachment1): Babson India Symposium

Event Contact: Kate Buckman

Event Date: 3/3/17

Event Location: Sorenson Center Upper Lobby

Occupancy: 150 Estimated Attendance: 150 Indoor Outdoor (circle one)

An 8X41" 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
Name

Babson College Campus
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 Director, Graduate Student Affairs

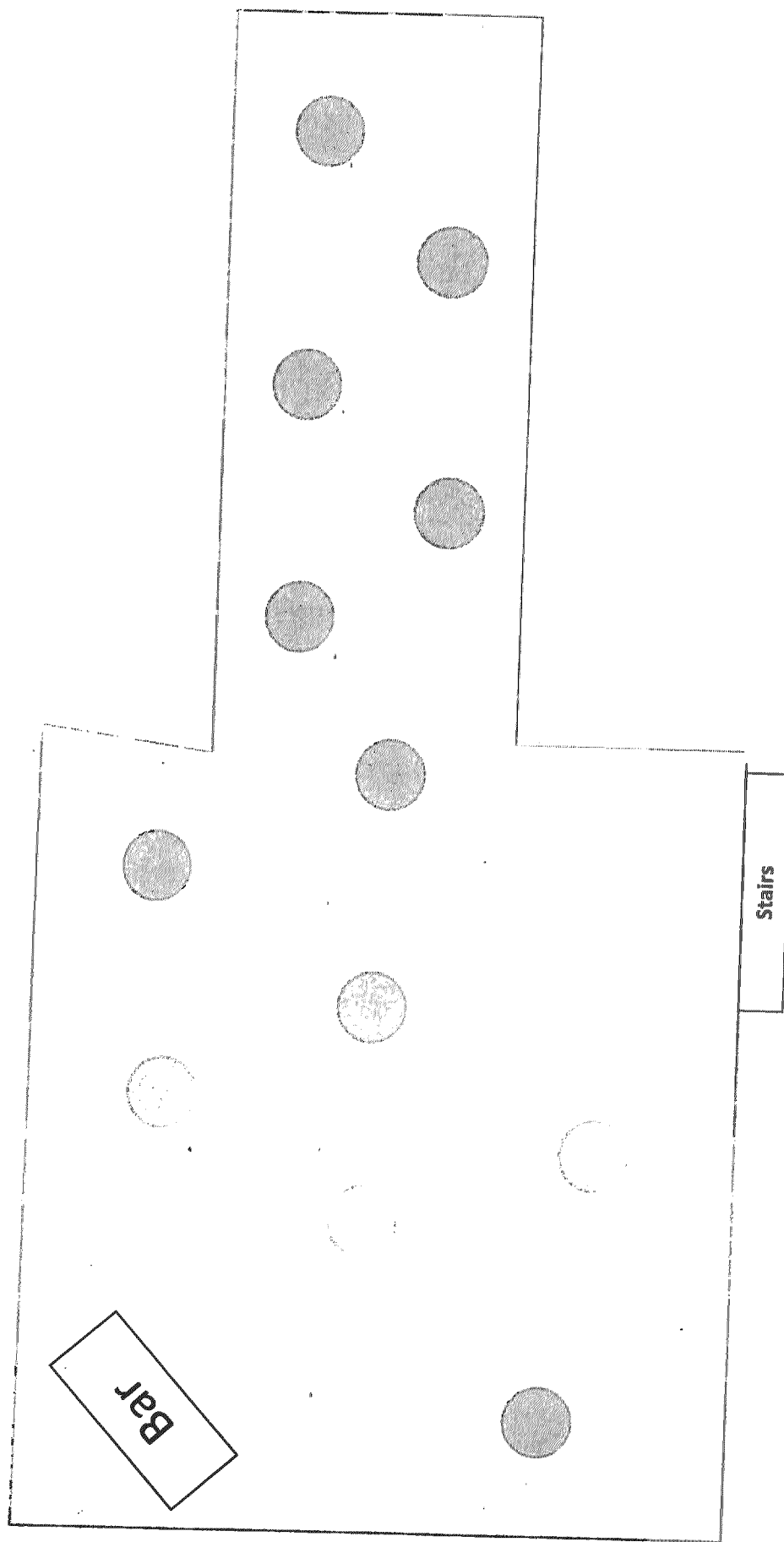
Kate Buckman
Applicant's Signature

1/20/17

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



4. FY18 Budget Update

Included in the packet is the latest version of the budget for FY 2018 which reflects a deficit of \$1,588,893. The revenue portion of the budget has been updated with the local aid numbers included in Governor Baker's proposed budget and a use of funds from police details not previously included. On the expense side changes include adjustments to the school and DPW budgets based on updates we received from them. We are aware that the School Committee discussed a 4.0% increase in their budget at their last meeting as opposed to the 4.5% that is shown presently. On the cover page you will note that if that ½ percent reduction carries through, that is worth \$226,119. I would also note that at 4% the school budget is still over guideline, as are several other departments. We've also shown the resulting budget reductions if these department budgets were reduced by those amounts.

We are still awaiting health insurance information which will be ready on February 9th. We have a sense that the increase will be higher than the 9% we are carrying at this point. Sheryl has projected that a 1% increase in the budget equates to \$143,353 which we should keep in mind. Sheryl will be at the meeting to discuss the overall budget with you.

Budget Changes since last update

BOS 1/9/17	\$ (1,829,966)
Police detail transfer (for capital and 1/2 officer)	\$ 127,564
School adjustment	\$ 54,680
DPW-RDF expense decrease based on trash volume	\$ 36,762
Governor's Budget Cherry Charges	\$ 17,604
Governor's Budget Cherry revenues	\$ 4,100
Library adjustment	<u>\$ 363</u>
1/30/2017	\$ (1,588,893)

Potential	
School Committee on 1-24-17	
reductions considering for 1-30-17 vote	\$ 226,119
	<u>\$ (1,362,774)</u>

Additional Out of Guideline	
Additional If School were at guideline	\$ 414,448
Board of Health	\$ 80,000
Library	<u>\$ 62,000</u>
	<u>\$ (806,326)</u>

Town of Wellesley
Revenue Update 1-24-17

State Receipts Trend

	Final 2013	Final 2014	Final 2015	Final 2016	Final 2017	Preliminary 2018	Proposed Governor 2018
State Aid Chapter 70	\$ 7,402,108	\$ 7,526,408	\$ 7,789,132	\$ 7,916,157	\$ 8,198,827	\$ 8,362,804	\$ 8,343,560
	\$ 7,402,108	\$ 7,526,408	\$ 7,789,132	\$ 7,916,157	\$ 8,198,827	\$ 8,362,804	\$ 8,343,560
other school	\$ 7,061	\$ 7,527	\$ 2,591	\$ 1,469	\$ -	\$ -	\$ -
	\$ 7,409,169	\$ 7,533,935	\$ 7,791,723	\$ 7,917,626	\$ 8,198,827	\$ 8,362,804	\$ 8,343,560
Lottery, General, Supplemental Quinn Bill	\$ 1,095,717	\$ 1,121,617	\$ 1,152,722	\$ 1,194,220	\$ 1,245,571	\$ 1,270,482	\$ 1,294,148
All other Total	97,760	96,703	81,197	89,518	68,904	70,282	68,960
	\$ 8,602,646	\$ 8,752,255	\$ 9,025,642	\$ 9,201,364	\$ 9,513,302	\$ 9,703,568	\$ 9,707,668
State aid to Libraries Total	\$ 270,000	\$ 270,000	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ 8,872,646	\$ 9,022,255	\$ 9,025,642	\$ 9,201,364	\$ 9,513,302	\$ 9,703,568	\$ 9,707,668
Assessments	\$ 1,153,350	\$ 1,170,420	\$ 1,170,049	\$ 1,220,044	\$ 1,226,317	\$ 1,256,975	\$ 1,239,371
Net	\$ 7,449,296	\$ 7,581,835	\$ 7,855,593	\$ 7,981,320	\$ 8,286,985	\$ 8,446,593	\$ 8,468,297

TOWN OF WELLESLEY- SOURCES AND USES OF FUNDS

Exhibit I

	FY2017 Tax Rate	FY2018 Request	% Change
*** SOURCES OF FUNDS ***			
Tax & Other Current Revenues			
Within Levy Limits			
Real Estate & Per. Prop. Tax	118,580,284	123,144,791	3.85%
From the Commonwealth	9,513,302	9,707,668	2.04%
Local Revenue	10,382,296	11,786,000	13.33%
Sub-Total (Tax & Cur. Rev.)	138,475,882	144,618,459	4.44%
Outside Levy Limits			
Real Estate & Pers. Prop. Tax	12,324,555	12,771,277	3.62%
OPEB	600,000	-	-100.00%
Available Funds			
Parking Meter Receipts	906,874	1,454,601	60.40%
Appropriated/Reserved CPA Surcharge	1,475,400	20	-100.00%
CPA Funds for North 40	548,944	553,244	
Free Cash- balance budget	2,489,757	2,500,000	0.41%
Free Cash- Contracts	177,693		
Free Cash- Park Hwy HVAC/ STM Items & LIB 2015	-	1,725,000	100.00%
Unencumbered/Transfers from other funds	150,000	127,564	100.00%
Sub-Total (Available Funds)	5,748,668	6,360,429	10.64%
TOTAL SOURCES OF FUNDS	157,149,105	163,750,165	4.20%
	FY2017 Request	FY2018 Request	% Change
*** USE OF FUNDS ***			
Personal Services (Non-School)	21,252,700	21,688,696	2.05%
Expenses (Non-School)	6,801,817	6,789,166	-0.19%
Subtotal (Non-School)	28,054,517	28,477,862	1.51%
Personal Services (Facilities Maintenance)	4,051,175	4,153,392	2.52%
Expenses (Facilities Maintenance)	3,319,267	3,380,028	1.83%
Subtotal (Facilities Maintenance)	7,370,442	7,533,420	2.21%
Personal Services (School)	61,371,111	72,598,563	18.28%
Expenses (School)	8,153,523	-	-100.00%
Subtotal (School)	69,524,634	72,598,563	4.42%
Sub-Total (Pers. Svcs. & Exp)	104,949,593	108,609,845	3.49%
Capital & Debt:			
Within Levy Limits			
Capital/Extraord./Special Items	5,152,079	6,986,342	35.60%
Debt Service	3,649,455	4,000,000	9.61%
Sub-Total (Within Levy Limits)	8,801,534	10,986,342	24.82%
Outside Levy Limits			
Debt Service	12,873,498	13,324,521	3.50%
SUB-TOTAL (CAPITAL & DEBT)	21,675,032	24,310,863	12.16%
Employee Benefits:			
Health Insurance & other	16,914,824	18,442,872	9.03%
Pension Contribution	6,390,114	6,621,863	3.63%
OPEB Liability Fund	3,000,000	3,432,000	14.40%
Sub-Total (Shared Costs)	26,304,938	28,496,735	8.33%
SUB-TOTAL (OPERATIONS)	152,929,563	161,417,443	5.55%
Special Items:			
Traffic & Parking Management	862,924	1,410,951	63.51%
Appropriated/Reserved CPA Surcharge	1,475,400	20	-100.00%
State & County Assessments	1,226,317	1,239,371	1.06%
Property Tax Abatements	654,901	671,274	2.50%
Free cash - Snow & Ice			
Free Cash- Park Hwy/Tolles/Contracts/other	-	600,000	100.00%
Sub-Total (Special Items)	4,219,542	3,921,616	-7.06%
TOTAL USE OF FUNDS	157,149,105	166,339,059	5.21%
TOTAL SOURCE OF FUNDS	157,149,105	163,750,166	4.20%
SURPLUS (DEFICIT)	-	(1,588,893)	

Exhibit B

TOWN OF WELLESLEY - TOWN MEETING APPROVED ALLOCATION OF FUNDS

SOURCES OF FUNDS		FY17 SOURCES OF FUNDS	FY18 SOURCES OF FUNDS	CHANGE - FY17 to FY18 \$ Change	% Change
<u>Real Estate & Personal Property Tax</u>					
Within the Levy Limit		118,580,284	123,144,791	4,564,507	3.85%
Outside the Levy Limit - OPEB		800,000	0	(800,000)	-100.00%
Outside the Levy Limit		12,324,555	12,771,277	446,722	3.62%
Subtotal - Real Estate & Personal Property Tax		131,504,839	135,916,068	4,411,229	3.35%
<u>From the Commonwealth</u>					
Chapter 70 Aid		8,198,827	8,343,580	144,753	1.77%
Lottery Aid		1,245,571	1,294,148	48,577	3.90%
Other Aid		68,904	0	0	0.00%
Subtotal - From the Commonwealth		9,513,302	9,707,668	1,056	1.53%
<u>Local Revenue</u>					
Motor Vehicle Excise		4,493,833	5,100,000	806,067	13.49%
Licenses and Permits		2,000,000	2,500,000	500,000	25.00%
MLP Payment in Lieu of Taxes		1,000,000	1,000,000	0	0.00%
Interest Earnings		187,383	300,000	112,617	60.12%
RDF Revenue		600,000	630,000	30,000	5.00%
Fines & forfeits		560,000	560,000	0	0.00%
Recreation		100,000	100,000	0	0.00%
Meals/Hotel/Motel Tax		865,000	665,000	(200,000)	-23.13%
Pilot Payments		78,000	78,000	0	0.00%
Other Local Revenues		700,000	835,000	135,000	19.29%
Subtotal - Local Revenue		10,382,296	11,766,000	1,383,704	13.33%
<u>Other Sources</u>					
Parking Meter Receipts		906,874	1,454,801	547,927	60.33%
Free Cash to balance budget		2,489,757	2,500,000	10,243	0.41%
Free Cash - contracts		177,683			
Other free cash		0	225,000	225,000	
Free Cash to offset capital		0	1,500,000	1,500,000	
Free Cash Demolition Delay Planner		0	27,500	27,500	
Appropriated CPA Surcharge		1,475,400	20	(1,475,380)	-100.00%
CPA Funds applied to North 40		548,944	553,244	4,300	0.78%
Police detail		150,000	127,564	(22,436)	-14.96%
Subtotal - Other Sources		5,749,668	6,387,929	638,261	11.10%
<u>TOTAL SOURCES OF FUNDS</u>		157,149,105	163,777,665	6,628,560	4.22%

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Exhibit B

USES OF FUNDS

	FY17 USE OF FUNDS (Tax Rate)			FY18 USE OF FUNDS (Request)			CHANGE - FY17 to FY18		
	Pers Svcs	Expenses	Total Ops	Pers Svcs	Expenses	Total Ops	Variance Pers Svcs	Variance Expenses	Variance Total - \$
GENERAL GOVERNMENT									
<i>Board of Selectmen - Administration</i>									
Executive Director's Office	446,798	26,500	473,298	452,993	26,500	479,493	6,195	0	6,195
Sustainable Energy	18,500	1,500	20,000	17,780	1,500	19,280	(720)	0	(720)
Central Administrative Services	0	26,500	26,500	0	29,000	29,000	0	500	500
Finance Department	423,413	8,700	432,113	431,367	10,200	441,567	7,954	1,500	9,454
Information Technology	468,272	271,544	739,816	478,098	298,647	776,745	7,828	27,103	34,929
Treasurer & Collector	293,128	115,050	408,178	298,990	122,400	421,390	5,862	7,350	13,212
Town Report	0	4,000	4,000	0	4,000	4,000	0	0	0
<i>Board of Selectmen - Human Services</i>									
Council on Aging	325,846	170,222	496,068	354,619	114,866	469,485	28,773	(55,356)	(26,563)
Fair Housing Committee	0	200	200	0	0	0	0	(200)	(200)
West Suburban Veterans District	0	71,559	71,559	0	65,767	65,767	0	(5,792)	(5,792)
Youth Commission	81,390	17,090	98,480	82,578	17,090	99,668	1,188	0	1,188
<i>Board of Selectmen - Maintenance Services</i>									
Facilities Maintenance	4,051,175	3,318,287	7,370,442	4,153,392	3,380,028	7,533,420	102,217	60,761	162,978
<i>Board of Selectmen - Other Services</i>									
Housing Development Corporation	0	8,000	8,000	0	6,000	6,000	0	0	0
Historical Commission	0	750	750	0	750	750	0	0	0
Historical District Commission	0	250	250	0	0	0	0	(250)	(250)
Memorial Day	0	2,500	2,500	0	2,500	2,500	0	0	0
Celebrations Committee	0	4,700	4,700	0	4,700	4,700	0	0	0
Zoning Board of Appeals	53,474	6,940	60,414	54,334	6,940	61,274	860	0	860
<i>Board of Selectmen - Shared Services</i>									
Law	0	325,000	325,000	0	325,000	325,000	0	0	0
Audit Committee	0	58,200	58,200	0	58,200	58,200	0	0	0
Risk Management	0	521,651	521,651	0	540,454	540,454	0	18,803	18,803
Street Lighting	0	246,876	246,876	0	246,876	246,876	0	0	0
Subtotal - Board of Selectmen - General Government	6,161,996	5,206,999	11,368,995	6,322,161	5,261,418	11,583,569	160,165	54,419	214,574
<i>Other General Government</i>									
Town Clerk/Election & Registration	279,814	40,915	320,729	0	0	0	(46,547)	0	(46,547)
Board of Assessors	286,432	81,500	347,932	233,267	40,915	274,182	(6,156)	950	7,106
Planning Board	238,723	46,750	285,473	272,588	82,450	355,038	(3,778)	(4,000)	(7,778)
Advisory Committee	7,000	25,000	32,000	7,000	25,000	32,000	0	0	0
Reserve Fund	0	175,000	175,000	0	175,000	175,000	0	0	0
Permanent Building Committee	218,096	7,300	225,396	222,869	7,800	230,669	4,773	500	5,273
Human Resources Board	288,437	38,300	326,737	293,077	41,800	334,877	4,640	3,500	8,140
HR Salary adjustments	25,116	0	25,116	0	0	0	44,884	0	44,884
Subtotal - Other General Government	1,323,618	414,765	1,738,383	1,333,746	415,715	1,749,461	10,128	950	11,078
GENERAL GOVERNMENT TOTAL	7,485,614	5,621,764	13,107,378	7,655,897	5,677,133	13,333,030	170,283	55,369	225,652
									1.72%

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USES OF FUNDS

		<u>FY17 USE OF FUNDS (Tax Rate)</u>			<u>FY18 USE OF FUNDS (Request)</u>			<u>CHANGE - FY17 to FY18</u>			<u>Exhibit B</u>	
		Pers Svs	Expenses	Total Ops	Pers Svs	Expenses	Total Ops	Variance Pers Svs	Variance Expenses	Variance Total - \$	Variance Total - %	
<u>PUBLIC SAFETY - BOARD OF SELECTMEN</u>												
Police Department												
Injured on Duty		5,312,592	843,825	5,956,517	5,384,410	830,035	5,984,445	51,818	(13,890)	37,928	0.64%	
Special School Police		see Risk Management Dept 945			see Risk Management Dept 945							
Fire Department		104,672	3,029	107,701	126,294	3,105	129,399	21,622	76	21,698	20.15%	
Building Department		4,809,328	266,249	5,175,577	4,901,929	266,249	5,168,178	(7,399)	0	(7,399)	-0.14%	
Sealer of Weights & Measures		480,304	26,150	506,454	509,813	26,150	535,963	29,509	0	29,509	5.83%	
		15,720	2,800	18,520	15,600	2,800	18,400	(120)	0	(120)	-0.65%	
PUBLIC SAFETY TOTAL - BOARD OF SELECTMEN		10,822,616	942,153	11,764,769	10,918,046	928,339	11,846,385	95,430	(13,814)	81,616	0.69%	
<u>DEPARTMENT OF PUBLIC WORKS</u>												
Engineering												
Highway		511,383	64,139	575,522	522,267	64,139	586,406	10,884	0	10,884	1.89%	
Fleet Maintenance		1,023,381	439,150	1,462,531	1,012,979	439,150	1,452,129	(10,402)	0	(10,402)	-0.71%	
Park		143,105	43,462	186,567	143,105	43,462	186,567	0	0	0	0.00%	
Recycling & Disposal		1,120,093	338,345	1,458,438	1,214,832	364,570	1,579,402	94,739	26,225	120,964	8.29%	
Management		1,052,554	1,254,747	2,307,301	1,048,743	1,222,235	2,270,978	(3,811)	(32,512)	(36,323)	-1.57%	
Facilities		354,226	23,968	378,194	360,880	23,968	384,848	6,654	0	6,654	1.76%	
Winter Maintenance		0	0	0	0	0	0	0	0	0	0.00%	
PUBLIC WORKS TOTAL		4,204,742	2,512,514	6,717,256	4,302,806	2,506,227	6,809,033	98,064	(6,287)	91,777	1.37%	
<u>WELLESLEY FREE LIBRARY</u>												
Library Trustees												
LIBRARY TOTAL		1,851,422	529,165	2,380,587	1,918,247	543,447	2,461,694	66,825	14,282	81,107	3.41%	
<u>RECREATION</u>												
Recreation Commission												
RECREATION TOTAL		329,965	20,000	349,965	328,519	26,500	355,019	(446)	6,500	6,054	1.73%	
<u>HEALTH</u>												
Board of Health												
Mental Health Services		410,826	78,503	489,329	509,456	80,453	589,909	98,630	1,950	100,580	20.55%	
HEALTH TOTAL		410,826	334,194	745,020	509,456	326,144	835,800	98,630	(10,000)	(10,000)	-3.91%	
<u>NATURAL RESOURCES</u>												
Natural Resources Commission												
Morses Pond Project - (NRC, DPW, Rec)		198,690	21,900	220,590	208,117	19,650	227,767	9,427	(2,250)	7,177	3.25%	
NATURAL RESOURCES TOTAL		198,690	161,294	359,984	208,117	161,404	369,521	9,427	110	9,537	2.65%	
NON-SCHOOL TOTAL		25,303,875	10,121,084	35,424,959	25,842,088	10,168,194	36,011,282	538,213	48,110	586,323	1.66%	

USES OF EVIDENCE

[illegible]

USES OF FUNDS

Exhibit B

	FY17 USE OF FUNDS (Tax Rate)			FY18 USE OF FUNDS (Request)			CHANGE - FY17 to FY18		
	Pers Svs	Expenses	Total Ops	Pers Svs	Expenses	Total Ops	Variance Pers Svs	Variance Expenses	Variance Total - \$
CAPITAL & DEBT									
<i>Departmental Cash Capital</i>									
Public Works Capital									
School Capital									
Facilities Capital - School									
Facilities Capital - Town									
Planning Board									
Board of Health									
Selectmen Capital									
Library Capital									
Town Clerk									
NRC Capital									
Morses Pond Capital									
Subtotal - Cash Capital	0	5,152,079	5,152,079	0	6,986,342	6,986,342	0	1,834,263	1,834,263
Debt Service									
Current Inside Levy Debt Service - Issued									
New Debt Service - Inside Levy	0	3,434,938	3,434,938						
Outside Levy Debt Service - Issued/Unissued	0	214,517	214,517						
Subtotal - Debt Service	0	12,873,498	12,873,498						
CAPITAL & DEBT TOTAL	0	16,522,953	16,522,953	0	17,324,521	17,324,521	0	801,568	801,568
		21,676,032	21,676,032		24,310,863	24,310,863		2,635,831	2,635,831
SPECIAL ITEMS									
<i>Receipts Reserved for Appropriation</i>									
Traffic & Parking Operations									
Community Preservation Appropriated									
Free Cash Items - North 40, IOD Insurance 2016, 2017	241,254	621,670	862,924	249,660	1,161,291	1,410,951	8,406	539,621	548,027
Free Cash Demolition Delay Planner	0	1,475,400	1,475,400		20	20	0	(1,475,380)	(1,475,380)
Contract settlements	0	0	0	27,500	225,000	225,000	27,500	225,000	225,000
Property Tax Abatelements	0	0	0	375,000	0	375,000	375,000	0	27,500
State & County Assessments	0	654,901	654,901						
Subtotal - Special Items	241,254	1,226,317	1,226,317	652,160	1,239,371	1,239,371	410,906	13,054	13,054
SPECIAL ITEMS TOTAL		3,978,268	4,219,542		3,296,956	3,949,116		(681,332)	(645,426)
TOTAL USES OF FUNDS									
TOTAL SOURCES OF FUNDS			157,149,105			163,366,559			3,217,454
SURPLUS/(DEFICIT)			157,149,105			163,366,559			6,628,660
			0			(1,668,893)			-1.22%

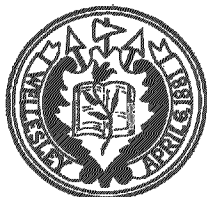
5. Route 9 Enhancement Study & Plan Presentation

Planning Director Michael Zehner and Planning Board Member Catherine Johnson will be at the meeting to discuss the results of the Route 9 study. The Route 9 Enhancement Study & Plan is a community-outreach-driven study for the Route 9 Corridor provides strategies for addressing the functionality and form of the roadway and corridor.

The impetus of the Study & Plan was the anticipated MassDOT reconstruction project for the entire length of the Route 9 roadway within the Town. MassDOT altered the plan to just resurfacing, but the Planning Board proceeded with study to allow the Wellesley community to establish specific goals for the roadway and corridor to inform future improvements to be carried out by MassDOT.

The Study & Plan was a partnership with the Metropolitan Area Planning Council (MAPC), MetroWest Regional Collaborative (MWRC), and the Town of Wellesley, was done in two phases. Phase 1 is the inventory and assessment and Phase 2 (for which the Planning Board received a technical assistance grant from MAPC) is the Plan that identifies the Town's goals and recommendations for the roadway, addresses issues and capitalizes on opportunities.

Past Public Meetings on this topic included: Study Stakeholder Group Meeting on 10/22/2015; Public Forum held on 11/19/2015; Study Stakeholder Group Meeting on 1/27/2016; Planning Board Meeting on 3/7/2016 to review Issues and Opportunities Report and Kick-Off Phase 2; Study Stakeholder Group Meeting on 8/23/2016; Public Forum on 9/27/2016.



MEMORANDUM

Town of Wellesley - Planning Department

To: Board of Selectmen
From: Michael D. Zehner, Planning Director
Date: January 26, 2017
Subject: Route 9 Enhancement Study & Plan - Overview and Next Steps

Overview

As the Board of Selectmen are likely aware, the Planning Board and the Planning Department have recently completed the Route 9 Enhancement Study & Plan ("Study & Plan"); the Study & Plan began in July 2015 with the contracting of the Metropolitan Area Planning Council ("MAPC") and ended in November 2016 with the Planning Board's endorsement of the final Recommendations Report (attached; Recommendations Report with attachments available here: <http://bit.ly/1SSBb5e>).

The following considerations were the Planning Board's original basis for conducting the Study & Plan:

- A recognition that Worcester Street/Route 9 is both an asset and a barrier to the Town;
- While the roadway serves as a major east-west highway for the Town, allowing commuting and other non-local traffic to travel efficiently through the area without utilizing local roads, the roadway is also an impediment to local traffic and non-motorized modes of transportation within the Town;
- The aesthetic conditions of the Route 9 corridor are inconsistent with Town goals, and there is concern that the roadway's facilities, such as stormwater systems, have degraded over the years, affecting functionality; and
- The resurfacing of the entire length of the roadway within the Town is included on a list of projects being advanced by the Massachusetts Department of Transportation, with funding committed in FY18 (it is important to note that the scope of this project changed during the course of the Study & Plan, but that the affect is not less relevant).

The Planning Board's original intent in conducting the Study & Plan was to study the roadway and develop a plan from which the Town can advocate that addresses the Town's interests in terms of the functionality and form of the roadway and corridor. The Board was of the opinion that prior to the Study & Plan, there was no other document that similarly established the Town's goals for the roadway and corridor, making it difficult to clearly and effectively advocate to MassDOT and regional transportation and planning agencies.

January 26, 2017 - Route 9 Enhancement Study & Plan - Overview and Next Steps

The Project consisted of two principal (2) phases: Phase 1 involved a project kick-off, an inventory and assessment of existing conditions, and the identification of issues and opportunities presented by the existing conditions of the roadway and corridor; Phase 2 consisted of the development of a Plan that identifying the Town's goals and recommendations for the roadway, addressing issues and capitalizing on opportunities.

The total cost for the Study & Plan was \$50,000, with \$20,000 for Phase 1 paid from the Planning Department/Board's operating budget (FY16) and Phase 2 through \$30,000 in DLTA/PMTA (District Local Technical Assistance/Planning for MetroFuture Technical Assistance) awarded by MAPC.

Next Steps

Since endorsement of the Recommendations Report, the Planning Board has been considering the prioritization/phasing of the recommendations. The Recommendations Report contained fifty-one (51) recommendations in ten (10) topic areas, along with two (2) additional recommendations regarding Complete Streets policies and regulatory changes (one recommendation, *8i Utilize Inmate Work Programs (pg 31)*, is not being advanced by the Board).

The fifty-two (52) recommendations have been categorized into three implementation phases, as follows:

- Phase 1: Recommendations which are ongoing or will likely be initiated before the end of FY18 (6/2018); generally, any funds necessary to implement these recommendations are currently available, anticipated to be available, or are being sought in the FY18 budget.
- Phase 2: Recommendations which would likely be initiated, and funded as applicable, within FY19, FY20, or FY21 (7/2018 to 6/2021).
- Phase 3: Recommendations identified as Phase 3 would likely be initiated, and funded as applicable, within FY22 (7/2021) or later.

Additionally, the recommendations have been categorized into five (5) topic areas (not entirely inconsistent with the ten (10) topic areas identified by MAPC during the course of the project), as follows:

- Aesthetics & Identity
- Design & Safety
- Government Collaboration
- Maintenance & Environment
- Specific Sites

Attached for the Selectmen's consideration is a table with the Board's proposed phasing and categorization.

To implement these recommendations, the Planning Board recommends that the Board of Selectmen create a Traffic & Transportation Advisory Group ("Group"), dissolving and

January 26, 2017 - Route 9 Enhancement Study & Plan - Overview and Next Steps

combining the representatives of the current Traffic Safety Committee¹ and the Transportation Analysis Group². This newly formed Group could include members of the Board of Selectmen, Planning Board, and Board of Public Works, along with staff from the Selectmen's Office, Planning Department, Department of Public Works, Police Department, Municipal Light Plant, and Sustainable Energy Committee. In addition to implementing the recommendations of the Study & Plan, the principal role of the Group would be to advise the Selectmen and other applicable boards and departments on traffic and transportation matters concerning the Town.

¹ The Traffic Safety Committee includes staff of the Selectmen's Office, Police Department, and Department of Public Works.

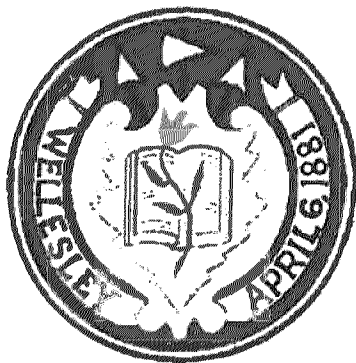
² The Transportation Analysis Group ("TAG") was a recommendation of the Public Transportation Working Group in 2011 (see "Developing Fixed-Route Bus Service in the Town of Wellesley" report) that the Selectmen establish "a permanent "Transportation Analysis Group" ("TAG") to provide ongoing assessments of transportation demands, pursue the provision of a fixed-route bus service, and, if such service is established, explore opportunities to expand public transportation modes and routes" The Selectmen established the TAG, made up of a member of the Board of Selectmen and staff of the Selectmen's Office, Planning Department, Sustainable Energy Committee, and GIS Office. Additionally, the Selectmen's representative to the TAG is also the Town's representative to the Metrowest Regional Transit Authority Advisory Board.

Phase 1				
Aesthetics & Identity	Design & Safety	Government Collaboration	Maintenance & Environment	Specific Sites
Pursue Regulatory Changes that Support Smart Growth and Aesthetic Improvements (pg 51)	2d Install Pedestrian Crossing Signs at Crosswalks (pg 12)	7c Lead Coordination of Roadway Work (pg 26)	6a Advocate that MassDOT be Required to Adhere to the Same Standards of Stormwater Management as the Town (pg 23)	4a Route 9/Kingsbury Street Intersection Reconfiguration (pg 21)
2c Improve Guardrail Aesthetics by Working with MassDOT to Develop a Consistent Specification for the Route 9 Corridor (pg 12)	2f Clearly Mark Crosswalks at Signalized Intersections (pg 14)	8f Adhere to Effective Coordination and Timing of Projects (pg 29)	6b Work with MassDOT and Developers to Institute Low Impact Development (LID) Techniques along Route 9 to Improve Stormwater Management (pg 23)	4c Prioritize Intersections and Sites for Improvements (pg 21)
9b Install LED Street Lights with Attention to Aesthetics (pg 35)	2i Consider Realigning the Placement of Light Poles in the Event of Relocation (pg 18)	10a Develop a Working Strategy among Wellesley's Residents, Business Community, Town Government, and the State (pg 40)	7a Review and Advocate for Adopted and Pending Legislation (pg 25)	
9d Ensure Prevention of Double Poles (pg 36)	3c Implement a Vision Zero Program (pg 19)	10b Undertake a Comprehensive Public Outreach Campaign (pg 40)	7b Ensure all Gas Leaks along Route 9 are Fixed Prior to Paving (pg 26)	
	2j Apply for Green Community Designation to be Eligible for Green Community Grant Funds to Install LED Lights (pg 16)		7d Review MAPC's Study of Natural Gas Leaks (pg 26)	
	2j Install LED Streetlights for Route 9 as Part of a Town-Wide LED Streetlight Retrofit (pg 17)		8a Develop a Comprehensive Maintenance Plan for the Route 9 Corridor (pg 27)	
	Develop/Implement Complete Streets Policies and Programs (pg 41)		8b Annually Prioritize a Top List of Specific Maintenance Issues and Convey to MassDOT (pg 27)	
	5a To Encourage the use of Public Transportation, Explore Designating Bus Stops along Route 9 to Serve the MWRTA's Bus Route 1 (pg 22)		8c Develop a Sidewalk Maintenance Plan (pg 28)	
	1c Utilize Speed Monitoring Trailers or Signs to Inform Drivers of their Speeds (pg 8)		8d Require Landscaping Operations and Maintenance Plans for Large Commercial Developments (pg 28)	
	1d Develop Ongoing Data Collection and Monitoring Programs (pg 9)		8h Organize Community-Run Cleanup Events and Programs (pg 31)	
	2e Ensure ADA Compliance by Working with MassDOT to Develop a Transition Plan and Utilize MassDOT's Curb Ramp Assessment Tool (pg 13)		8g Implement Adopt-A-Highway Programs (pg 30)	
	2h Create an Access Management Plan to Enable Safe Access for Pedestrians and Bicyclists (pg 14)			

Jan 27, 2017

Phase 2				
Aesthetics & Identity	Design & Safety	Government Collaboration	Maintenance & Environment	Specific Sites
2k Explore the Installation of Pedestrian Scale Lighting (pg 18)	3a Work with MassDOT to Explore Opportunities for Dedicated and Separate Bicycle and/or Multi-Modal Paths (pg 19)			
9a Develop a Tree Protection Plan for the Route 9 Corridor (pg 34)	3b Expand and Connect the Wellesley Trails Network in the Vicinity of Route 9 (pg 19)			
9e Pursue the Installation of Multimodal Wayfinding Signs (pg 37)	3d Expand Safe Routes to School (SRTS) Programs (pg 20)			
9f Identify Historically Significant Features (pg 38)	9h Support and Encourage Use of New Roadway Technologies (pg 39)			
9g Establish Gateways at the East and West Entrances of Route 9 (pg 39)				

Phase 3				
Aesthetics & Identity	Design & Safety	Government Collaboration	Maintenance & Environment	Specific Sites
8e Establish a Restoration and Preservation Plan for Historic Features (pg 28)	1a Implement Traffic Signal Enhancements that Benefit Pedestrians and Bicyclists (pg 7)		6c Advance the Boulder Brook Culvert Project (pg 24)	4b Route 9 Reconstruction Project (pg 21)
9c Explore Placement of Overhead Wires Underground (pg 35)	1b Install Dilemma-Zone Detection Systems at Signalized Intersections (pg 7)		6d Make Improvements to Identified Locations with Drainage Issues (pg 24)	
	2a Install and Reconstruct Sidewalks along the Entire Length of Route 9 to the Extent Feasible (pg 10)			
	2b Adjust Guardrail Placement where Feasible and Warranted (pg 11)			
	2g Add Medians at Intersections with Crosswalks (pg 14)			



Route 9 Enhancement Study and Plan

Recommendations

September 2016



**Prepared by
Metropolitan Area Planning Council**

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**Prepared for
The Town of Wellesley Planning Board**

**Endorsed by
The Planning Board on November 7, 2016**

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Appendices

Appendix A Designated Speed Limits for Route 9

Appendix B Town of Natick – Landscaping and Operations & Maintenance Plan and Highway Overlay District

Appendix C Town of Framingham – Planning Board Decision and Highway Overlay District

Appendix D Complete Streets Policies

Appendix E Complete Streets Directives

Appendix F City of Pomona – Fences, Walls and Arbors on Residential Streets

Purpose

The Route 9 Enhancement Study and Plan is comprised of two distinct phases. Phase 1 consisted of an inventory and assessment of existing conditions and the identification of issues and opportunities. Accepted by the Town of Wellesley's Planning Board on March 7, 2016, an *Issues and Opportunities* report identified major issues and opportunities along the Route 9 corridor. The identified issues and opportunities were compiled from a wide range of sources including the *Inventory and Assessment of Existing Conditions* report, recently completed studies prepared for the Town of Wellesley, fieldwork, Stakeholder feedback, a Public Forum held as part of Phase 1, and an on-line survey. This report outlined issues and opportunities within ten key topic areas:

Traffic	Water Management and Natural Resources
Roadway Design	Natural Gas Leaks
Pedestrians and Bicyclists	Maintenance
Specific Sites	Corridor Aesthetics and Identity
Public Transportation	Governmental Collaboration

Phase 1 purposely did not reach conclusions or provide recommendations for the Town of Wellesley. Rather, the *Issues and Opportunities* report serves as a framework to facilitate further discussion and analysis as well as help develop goals and recommendations for Phase 2 of the Route 9 Enhancement Study and Plan. Using the ten key topic areas as a framework, Phase 2 further develops and prioritizes the Town of Wellesley's goals and recommendations for the corridor, addressing issues and capitalizing on opportunities. The recommendations in this report are for the Town to consider when determining improvements along the Route 9 corridor. The following table summarizes the recommendations for each of the ten key topic areas. An implementation-based report, this plan identifies actions necessary to implement goals and recommendations while taking funding sources and ease of implementation into consideration.

The efficient operation of the Route 9 corridor is critical to the vitality of the Town of Wellesley. It is important to be aware that since Route 9 is a state road and under jurisdiction of the Massachusetts Department of Transportation (MassDOT), many of the recommendations outlined in this report will require collaboration and approval from this agency. Implementing the goals and recommendations is expected to benefit both residents and businesses as well as create more vibrancy and activity along a corridor where vehicular travel dominates the landscape.

This plan proposes refocusing Route 9 from its role as a regional traffic conduit to strengthening its role as a residential roadway. The recommendations in this plan are intended to designate a safe and sustainable roadway that supports multiple modes of travel. Traffic and safety improvements and design principles are outlined to accomplish this. In sum, by addressing specific issues created primarily by traffic impacts and reinforcing the corridor's assets, Wellesley's local identity can advance.

Key Topic Areas and Recommendations

Topic Area	Recommendation
1	TRAFFIC
1 a	Implement Traffic Signal Enhancements that Benefit Pedestrians and Bicyclists
1 b	Install Dilemma-Zone Detection Systems at Signalized Intersections
1 c	Utilize Speed Monitoring Trailers or Signs to Inform Drivers of their Speeds
1 d	Develop Ongoing Data Collection and Monitoring Programs
2	ROADWAY DESIGN
2 a	Install and Reconstruct Sidewalks along the Entire Length of Route 9 to the Extent Feasible
2 b	Adjust Guardrail Placement where Feasible and Warranted
2 c	Improve Guardrail Aesthetics by Working with MassDOT to Develop a Consistent Specification for the Route 9 Corridor
2 d	Install Pedestrian Crossing Signs at Crosswalks
2 e	Ensure ADA Compliance by Working with MassDOT to Develop a Transition Plan and Utilize MassDOT's Curb Ramp Assessment Tool
2 f	Clearly Mark Crosswalks at Signalized Intersections
2 g	Add Medians at Intersections with Crosswalks
2 h	Create an Access Management Plan to Enable Safe Access for Pedestrians and Bicyclists
2 i	Apply for Green Community Designation to be Eligible for Green Community Grant Funds to Install LED Lights
2 j	Install LED Streetlights for Route 9 as Part of a Town-Wide LED Streetlight Retrofit
2 k	Explore the Installation of Pedestrian Scale Lighting
2 l	Consider Realigning the Placement of Light Poles in the Event of Relocation
3	PEDESTRIANS AND BICYCLISTS
3 a	Work with MassDOT to Explore Opportunities for Dedicated and Separate Bicycle and/or Multi-Modal Paths
3 b	Expand and Connect the Wellesley Trails Network in the Vicinity of Route 9
3 c	Implement a Vision Zero Program
3 d	Expand Safe Routes to School (SRTS) Programs
4	SPECIFIC SITES
4 a	Route 9/Kingsbury Street Intersection Reconfiguration
4 b	Route 9 Reconstruction Project
4 c	Prioritize Intersections and Sites for Improvements

5 PUBLIC TRANSPORTATION

- 5 a** To Encourage the use of Public Transportation, Explore Designating Bus Stops along Route 9 to Serve the MWRTA's Bus Route 1

6 WATER MANAGEMENT AND NATURAL RESOURCES

- 6 a** Advocate that MassDOT be Required to Adhere to the Same Standards of Stormwater Management as the Town

- 6 b** Work with MassDOT and Developers to Institute Low Impact Development (LID) Techniques along Route 9 to Improve Stormwater Management

- 6 c** Advance the Boulder Brook Culvert Project

- 6 d** Make Improvements to Identified Locations with Drainage Issues

7 NATURAL GAS LEAKS

- 7 a** Review and Advocate for Adopted and Pending Legislation

- 7 b** Ensure all Gas Leaks along Route 9 are Fixed Prior to Paving

- 7 c** Lead Coordination of Roadway Work

- 7 d** Review MAPC's Study of Natural Gas Leaks

8 MAINTENANCE

- 8 a** Develop a Comprehensive Maintenance Plan for the Route 9 Corridor

- 8 b** Annually Prioritize a Top List of Specific Maintenance Issues and Convey to MassDOT

- 8 c** Develop a Sidewalk Maintenance Plan

- 8 d** Require Landscaping Operations and Maintenance Plans for Large Commercial Developments

- 8 e** Establish a Restoration and Preservation Plan for Historic Features

- 8 f** Adhere to Effective Coordination and Timing of Projects

- 8 g** Implement Adopt-A-Highway Programs

- 8 h** Organize Community-Run Cleanup Events and Programs

- 8 i** Utilize Inmate Work Programs

9 CORRIDOR AESTHETICS AND IDENTITY

- 9 a** Develop a Tree Protection Plan for the Route 9 Corridor

- 9 b** Install LED Street Lights with Attention to Aesthetics

- 9 c** Explore Placement of Overhead Wires Underground

- 9 d** Ensure Prevention of Double Poles

- 9 e** Pursue the Installation of Multimodal Wayfinding Signs

- 9 f** Identify Historically Significant Features

- 9 g** Establish Gateways at the East and West Entrances of Route 9

- 9 h** Support and Encourage Use of New Roadway Technologies

10 GOVERNMENTAL COLLABORATION

- 10 a** Develop a Working Strategy among Wellesley's Residents, Business Community, Town Government, and the State

- 10 b** Undertake a Comprehensive Public Outreach Campaign

TOPIC AREA 1

TRAFFIC

Recommendation 1 a

Implement Traffic Signal Enhancements that Benefit Pedestrians and Bicyclists

Signal timing can have a positive effect on the safety and efficiency of a corridor. Appropriately designed, operated, and maintained, traffic signals can provide for the smooth flow of traffic and reduce accidents for vehicles, pedestrians, and bicyclists. Although traffic signals along Route 9 are under the jurisdiction of MassDOT, the Town can work with the State to encourage implementation of various traffic signal enhancements intended to benefit pedestrians and bicyclists at existing signalized crossing locations along Route 9. These enhancements include:

Installing Countdown Signals

Install countdown signals that provide pedestrians with information about the amount of time remaining at a crossing interval. According to the Manual of Uniform Traffic Control Devices (MUTCD), countdown pedestrian signal indications should be used at traffic signals wherever warranted. Using WALK/DON'T WALK pedestrian signal indications at signal locations are important in many cases; when vehicle signals are not visible to pedestrians, when signal timing is complex (e.g., there is a dedicated left-turn signal for drivers), and for wide streets.

Locating Pedestrian Pushbuttons

Pushbuttons should be easily available for pedestrians. They should be easily activated and conveniently located near each end of the crosswalk, between the edge of the crosswalk line and the side of a curb ramp.

Recommendation 1 b

Install Dilemma-Zone Detection Systems at Signalized Intersections

A technology that can both improve intersection safety and reduce congestion is the installation of Dilemma-Zone Detection Systems¹ at signalized intersections. Dilemma-Zone Detection Systems modify traffic control signal timing by reducing the number of drivers that may have difficulty deciding whether to stop or proceed during a yellow phase. For safety purposes, the timing of the yellow phase may be adjusted to allow a vehicle to pass through the intersection. As a result, the potential for vehicles to illegally continue into an intersection during the red phase is reduced. The decision to adjust the timing of the yellow phase is based on observed vehicle locations and speeds of the detection system's equipment (e.g.; cameras and radar).

Dilemma-Zone Detection Systems:

- Reduce the frequency of crashes. Specifically, rear-end crashes associated with unsafe stopping and angle crashes due to illegally continuing into the intersection during the red phase.
- Reduce the overall delay at an intersection by managing the frequency at which vehicles stop.

There are plans to install a Dilemma-Zone Detection System at the Route 9 and Kingsbury Street intersection. Other signalized intersections along the Route 9 corridor should be evaluated for Dilemma-Zone Detection Systems and, if deemed warranted, be installed.

Recommendation 1 c

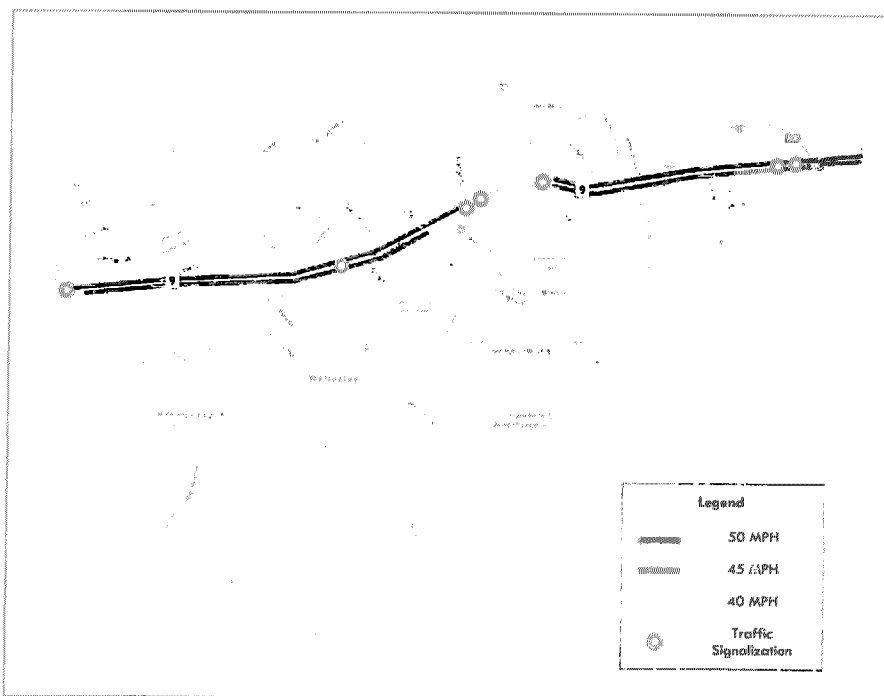
Utilize Speed Monitoring Trailers or Signs to Inform Drivers of their Speeds

MassDOT has the authority to designate speed limits over every road in Massachusetts. [Chapter 90, Section 18](#) of the Massachusetts General Laws (MGL) requires posted speed limits to be established through the issuance of special speed regulations. On State Highways, MassDOT is responsible for conducting an engineering study to establish a speed regulation on state highways.

A requirement to establishing speed regulations and posting speed limits is to conduct a comprehensive engineering study at each location where speed control is considered. The purpose of this study is to establish a speed limit that is safe, reasonable, and self-enforcing. An important step of this study is to measure the prevailing speeds of drivers on a particular section of a roadway under ideal conditions. The speed at or below which 85 percent of drivers travel passing a given point – frequently referred to as the 85th percentile speed – is the principle value used for establishing speed control and is the national standard for establishing safe speed limits. The [MassDOT Procedures for Speed Zoning on State and Municipal Roadways](#) contains additional information regarding engineering studies and establishing posted speed limits.

The majority of Route 9 is signed for 50 mph with the exception of the vicinity between the Fire House and Oakland Street where the signed speed limit is for 40 mph for both eastbound and westbound traffic. The figure below and the straight line diagrams from MassDOT's Massachusetts Route Log Application provided in *Appendix A* illustrate the changes in speed limits along Route 9 in both directions.

Posted Speed Limits along Route 9

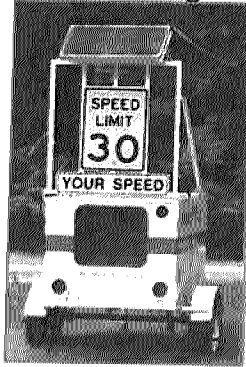


Sources: Google and Bing

Drivers approaching a speed monitoring awareness trailer temporarily set up alongside a roadway will see the posted speed limit displayed, as well as their vehicle's speed as detected by a radar gun within the trailer. Trailers can also record the total number of vehicles and their average speeds during the

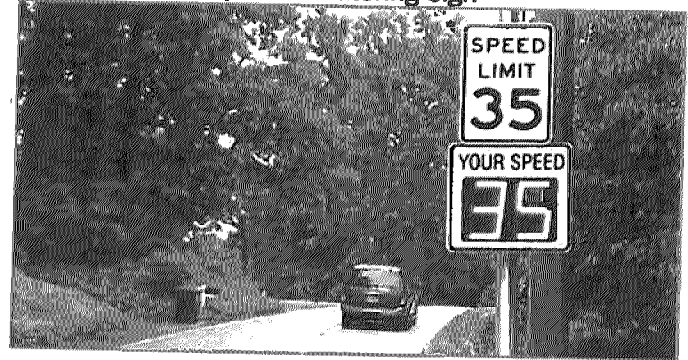
times they are monitoring traffic. Determining where to place a trailer can be based on previous accident and speeding locations as well as requests from the public. Speed monitoring signs serve the same purpose as a trailer except that the location is permanent. Both speed monitoring trailers and signs are educational devices that promote driver awareness and safe travel and are proven to reduce driving speeds. Coordination and approval from MassDOT would be necessary if the Town were interested in having a speed monitoring trailer or sign on Route 9.

Speed Monitoring Trailer



Source: Town of Plymouth Police Department

Speed Monitoring Sign



Source: Radarsign.com

Recommendation 1 d

Develop Ongoing Data Collection and Monitoring programs

Placing permanent or temporary sensors along the Route 9 corridor to monitor traffic conditions and obtain modal counts should be explored. Video monitoring should be considered to analyze traffic patterns and better understand interactions between vehicles, pedestrians, and bicycles. [Miovision](#), which has been used by MassDOT, is an example of one such company.

Data collection and monitoring is important for various reasons which include:

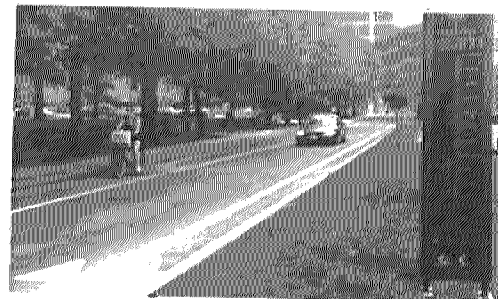
- Measuring pedestrian and bicycle patterns on sidewalks and at intersections.
- Establishing before and after counts to substantiate new investments in roadway projects.

With this information, the Town will be in a stronger position to recommend projects that will improve the efficient and safe movement of all modes along the Route 9 corridor.

Best Practice

[Eco-Counter](#), a Montreal-based company, produces counters which automatically count pedestrians and bicyclists using detectors and publically displays the information on a monitor in 'live-time.' An Eco-Totem counter is located on Broadway in Cambridge. The number of bicycle trips recorded by this Eco Totem counter can be [tracked live remotely](#). The company also manufactures portable, real-time displays which can be used to promote bike to school or work programs.

Totem Bike Counter (Cambridge)



Source: City of Cambridge.gov

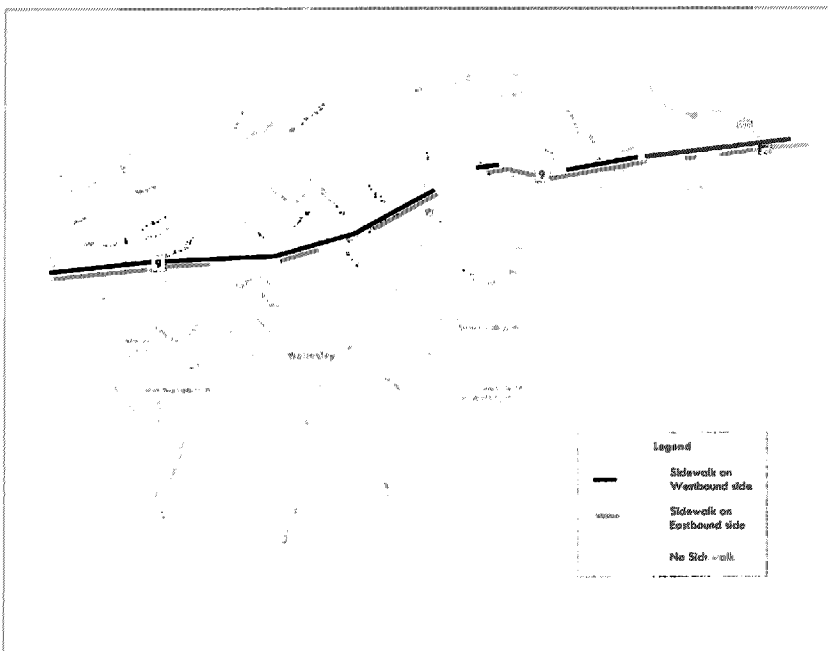
TOPIC AREA 2 ROADWAY DESIGN

Recommendation 2 a

Install and Reconstruct Sidewalks along the Entire Length of Route 9 to the Extent Feasible

Sidewalks play a key role in providing critical connections, help create a sense of place, and encourage Pedestrian activity. Sidewalks must be safe and accessible for all users and have unobstructed pathways. According to the figure below, approximately 85 percent of the westbound side of Route 9 has sidewalk coverage whereas the eastbound side is covered to a lesser extent (approximately 70 percent). Coverage along the eastbound side is sporadic. Sidewalk coverage along the westbound side of Route 9 is fairly consistent with the exception of a section between Cliff Road and Longfellow Road. It should be noted that instead of pedestrians and bicyclists can utilize a 'carriage road' as well as the Route 16 bridge on and off ramps which run parallel to Route 9.

Estimated Sidewalk Coverage along Route 9



Sources: Google and Bing

Note: Sidewalk coverage illustrated does not designate sidewalk condition, only if a sidewalk is present.

New sidewalks should be added and old sidewalks replaced in a comprehensive manner along both sides of Route 9 to the extent feasible. Comprehensive sidewalk coverage will encourage safe walking and an alternative for bicyclists to ride either in the shoulder or travel lane. The Town should develop priority locations to add or reconstruct sidewalks.

According to MassDOT's *Project Development and Design Guide* (2006), the minimum width for a sidewalk is 5 feet excluding the width of the curb. MassDOT's *Project Development and Design Guide* states that if a sidewalk is not buffered from vehicular traffic, then the desirable total width for a curb-attached sidewalk is 6 feet in residential areas and 8 feet in commercial areas (15.4 Sidewalks-Clearances).

Recommendation 2 b

Adjust Guardrail Placement where Feasible and Warranted

An important safety feature, the primary purpose of guardrails is to prevent vehicles from leaving a roadway and from colliding with objects that have a greater crash severity potential than the guardrail itself. By redirecting vehicles in a controlled manner, guardrails along a road edge reduce the number of fatalities and serious injuries. However, since guardrails introduce an additional potential object to crash into, their placement should be carefully considered.

The standard guardrail types used by MassDOT are W-Beam or Thrie Beam. W-Beam is usually on the right side (shoulder side) of the roadway but may also be used on the left side (median side) of the roadway, provided there is sufficient impact deflection clearance. In areas where additional coverage is necessary, Thrie Beam guardrail is used. W-Beam and Thrie Beam guardrails are typically constructed from standard galvanized steel and have a corrugated face. The details of MassDOT's standard guardrail types can be found in Section 4, Highway Guard Rail and Fences, of [MassDOT Construction Standard Details](#) (June 2014).

Thrie Beam Guardrail (foreground) and W-Beam Guardrail (background)



Route 9 at Willow Street looking west.
Source: Google

The installation of guardrails needs to follow specific criteria, or warrants, that justifies their installation. MassDOT follows the criteria in AASHTO's *A Policy on Geometric Design of Highways and Streets* (2011) to evaluate whether the installation or removal of a guardrail may be warranted. The Roadside Design Guide also provides detailed information on the selection, design, and installation of guardrails. Guardrails should only be installed where, after careful review, a warrant requires their installation. Once it is determined whether to install a guardrail, design procedures, as detailed in the Roadside Design Guide, need to be followed to ensure the guardrail is installed appropriate for the location. It is important to note that there is no 'one size fits all' approach regarding the installation of guardrails¹.

Guardrails have been placed along the Route 9 corridor with vehicles in mind, not pedestrians. This is why, in many cases, guardrails are not located between the sidewalk and the roadway to protect pedestrians. The Town should collaborate with MassDOT to do a comprehensive overview of the guardrails along the Route 9 corridor. This overview should evaluate whether the guardrails are sited in the most effective locations. Moving forward, Wellesley should:

- Advocate for placement of guardrails between the roadway and sidewalk where feasible and warranted as well as based on existing and anticipated pedestrian activity.
- If a guardrail is not placed between the roadway and the sidewalk, a landscaped buffer should be planted.

¹ Town of Weston Guardrail Overview Report, Nitsch Engineering, July 2016.

Recommendation 2 c

Improve Guardrail Aesthetics by working with MassDOT to Develop a Consistent Specification for the Route 9 Corridor

The Town should work with MassDOT to develop a consistent specification for the Route 9 corridor. There are alternative guardrail types that serve the same safety functions, but are considered more aesthetically pleasing compared to W-Beam and Thrie Beam. Two examples of alternative guardrail types are Cor-Ten and Poly-Coated.

Cor-Ten is a weathering steel that rusts to a natural brown finish and had a more subdued look compared to galvanized steel guardrails. Poly-Coated guardrails are essentially painted over galvanized steel via a powder coating process. This type of guardrail can be coated in a wide variety of colors (e.g., gray, brown, green).

It is recommended that maintenance and costs be evaluated prior to investing in any new guardrail type. If the Town is interested in trying a new guardrail type, a small test area should be designated along the corridor for evaluation as a pilot.

Cor-Ten Guardrail



Route 20 (Boston Post Road) in Wayland (westbound)
Source: Google

Poly-Coated Guardrail



Soldiers Field Road in Boston (westbound)
Source: Premier Fence

Recommendation 2 d

Install Pedestrian Crossing Signs at Crosswalks

Considered one of the most common signs used to promote pedestrian safety, pedestrian crossing signs provide visual cues for drivers to decrease speeds and look for pedestrians in crosswalks. Pedestrian crossing signs should be installed close to traffic lights and crosswalks. Solar powered flashing crossing signs that are activated by pedestrians prior to crossing should be considered as an option.

Pedestrian Crossing Sign



Dearborn Street and Route 9 (eastbound) in Wellesley

Recommendation 2 e**Ensure ADA Compliance by Working with MassDOT to Develop a Transition Plan and utilize massDOT's Curb Ramp Assessment Tool**

ADA guidelines require all pedestrian crossings be accessible to people with disabilities by providing curb ramps. Curb ramps also benefit people pushing strollers, grocery carts, suitcases, or bicycles. While there are a variety of standard curb ramp designs, curb ramps must include ADA compliant detectable warning strips to alert people who have visual impairments that they are about to enter a roadway. The detectable strips are critical for visually impaired pedestrians to find the location and direction of crosswalks.

MassDOT Transition Plans

MassDOT is undertaking a comprehensive re-evaluation of its policies, programs, services, and facilities to determine the extent to which individuals with disabilities may be restricted in their access to these services and activities. MassDOT's ADA/Section 504 Transition Plan guides the planning and implementation of necessary program, activity, and facility modifications over the next several years.

In the near future, MassDOT and the Federal Highway Administration will be hosting workshops designed to guide municipalities to develop effective ADA transition plans. The workshops will provide resources supporting municipal compliance activities through a federal and state focus on the public right-of-way. Evaluation, collection strategies, transition plans, and funding opportunities will be addressed in these workshops.

MassDOT's Curb Ramp Assessment Tool

It is critical to ensure that curb ramps and sidewalks provide accessible and usable paths of travel for pedestrians with disabilities, especially those in wheelchairs. In an effort to achieve this goal, MassDOT developed a Curb Ramp Assessment Tool which collected information and images of approximately 26,000 pedestrian curb ramps on roadways over which MassDOT has jurisdiction. The data is helping MassDOT to prioritize locations where sidewalks need to be brought up to ADA standards for access.

MassDOT has collected data for almost 200 ramps along Route 9 in Wellesley using the Curb Ramp Assessment Tool. The Town should work with MassDOT to evaluate information from this tool to identify locations where sidewalks should be brought up to ADA standards in order to improve access along the Route 9 corridor. This data can also be utilized to assist Wellesley to develop a prioritization plan as part of a Complete Streets program.

MassDOT is interested in working with municipalities to develop their own ADA Self Evaluation and Transition Plans. MassDOT has applied for a federal Innovation Grant that will enable the agency to continue development of the Curb Ramp Assessment Tool so that it may be shared with all municipalities in an effort to assist them to develop their own ADA Self Evaluation and Transition Plans. If awarded, MassDOT will be looking for several municipalities to pilot the program.

Recommendation 2 f

Clearly Mark Crosswalks at Signalized Intersections

Crosswalks give a clear indication to pedestrians as to where they should cross Route 9 as well as alert drivers of pedestrian crossings. Well designed and maintained crosswalks serve a variety of functions that include: reducing vehicle speeds, improving pedestrian visibility, and creating safer walking environments. Crossings along Route 9 are neither high visibility nor well-maintained.

Crosswalks should be enhanced at the signalized intersections along the Route 9 corridor (entrance to Sun Life Financial and Harvard Pilgrim Health Care, Oakland Street, Cliff Road, Kingsbury Street, and Overbrook Drive). Clearly marked crosswalks will promote safe pedestrian travel across the corridor, as well as help provide connectivity to adjacent neighborhoods.

Measures to implement this recommendation include:

- Stripe crosswalks using the continental style or “ladder” design.
- Contrast the surface treatment with the asphalt by painting crosswalks in a color, pattern, texture, or material (e.g., brick pavers) that stands out against the street.
- Crosswalk markings should consist of non-skid, reflectorized thermoplastic. On new pavement, thermoplastic markings should be recessed when possible so that the surface of the marking is flush with the pavement to reduce maintenance needs and provide a smooth, accessible surface.

Example of a Continental Style or “Ladder: Design Crosswalk



*Boston, Massachusetts
Source: US DOT/FHWA*

The recent design work by MassDOT at the Route 9 and Kingsbury Street intersection sets a precedent for such crosswalk design.

Recommendation 2 g

Add Medians at Intersections with Crosswalks

Medians can be used to both improve pedestrian crossings and provide opportunities to add landscaping. Medians with crosswalks can serve as safe refuges since they reduce crossing distances by enabling pedestrians to cross roadways in two stages. They can also be designed to absorb stormwater. While this may not be feasible at all intersections, examples include Kingsbury Street and Overbrook Drive.

Recommendation 2 h

Create an Access Management Plan to Enable Safe Access for Pedestrians and Bicyclists

Several commercial properties along Route 9 have wide driveways in and out of their parking lots which serve as conflict points between vehicles and pedestrians/bicyclists. These areas are primarily concentrated along the eastern and western ends of the corridor and in the vicinity of Cedar Street.

As vehicles pull out of parking lots, they often pull into the sidewalk blocking the pedestrian/bicyclist right-of-way. This can result in a situation where a driver may not see a pedestrian/bicyclist leading to a potential accident. The presence of these conflict points can discourage pedestrians and bicyclists from using the Route 9 corridor. An access management plan is intended to improve safety for pedestrians/bicyclists and enhance traffic flow along the roadway.

Access management techniques can be applied to new developments or as retrofits to existing facilities. According to MassDOT, "access management applies roadway and land use techniques in order to preserve the safety, function, and capacity of transportation corridors. The objective is to ensure roadway safety and efficient operations while providing reasonable access to the adjacent land uses. Access management can also improve the environment for pedestrians, bicycles, and motor vehicles in all settings and on all roadway types by reducing and consolidating driveway conflict points."² Chapter 15, Access Management, of MassDOT's Project Development and Design Guidebook, provides guidelines that address access management techniques and land use controls.

Two measures to implement this recommendation include:

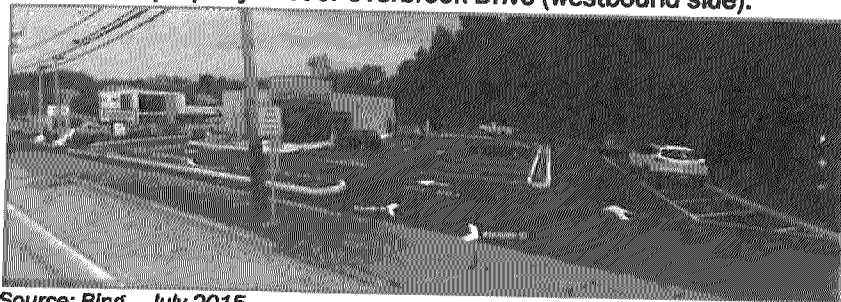
- Providing continuous and clearly delineated pedestrian/bicycle zones across driveways to encourage drivers to yield to pedestrians, as shown in the image below.



Source: <http://guide.saferoutesinfo.org/engineering/sidewalks.cfm>

- Reviewing legal agreements with owners of adjoining properties to explore the feasibility of sharing private driveways.

One good example of the application of access management techniques along Route 9 was the recent addition of a landscaped median between the sidewalk and parking lot and changes to the parking lot layout at the Dunkin Donuts property east of Overbrook Drive (westbound side).



Source: Bing - July 2015



Source: Google - August 2013

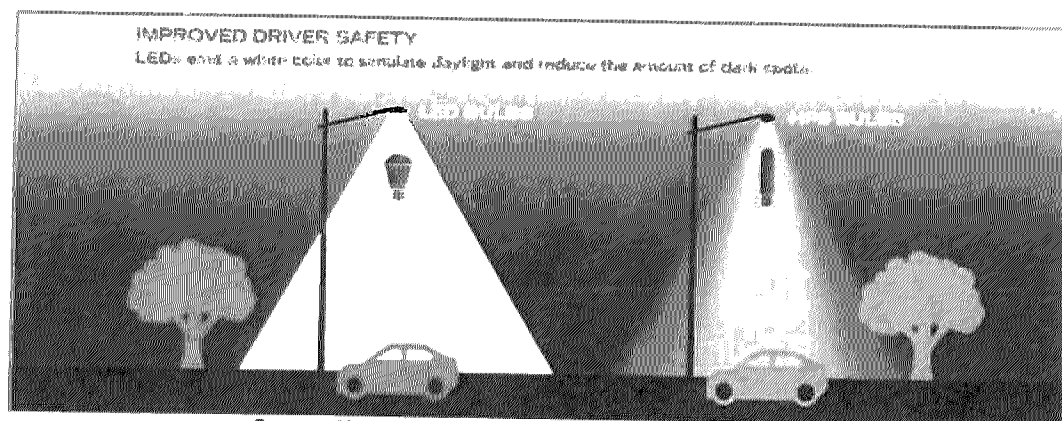
² MassDOT's Project Development and Design Guidebook, Chapter 15 – Access Management, p 15-1, 2006.

Recommendation 2 i

Apply for Green Community Designation to be Eligible for Green Community Grant Funds to Install LED Lights

All of the approximately 250 streetlights along the Route 9 Corridor in Wellesley are owned and operated by the Wellesley Municipal Light Plant (MLP) and are high-pressure sodium ranging from 150-400 watts. The MLP has \$230,000 in approved capital funds to complete a LED (Light-Emitting Diode) retrofit of all existing Route 9 streetlights. The MLP plans to purchase LED fixtures based on a competitive bid.

The benefits of LED lighting include improved safety through enhanced visibility and uniform light quality which contributes to the overall safety of drivers, pedestrians, and bicyclists. LED streetlights can significantly lower municipal electricity consumption and energy bills as well as reduce carbon emissions. LED lights last longer than traditional lighting technologies, meaning they require less overall maintenance, which lowers operating costs. Field tests have shown that, on average, replacing high-pressure sodium street lights with LED lighting can result in energy savings up to 39 percent³. LED lighting may also reduce light pollution due to their ability to focus light at targeted areas⁴. In addition, good streetscape lighting lends character to a street, and provides a sense of place and civic pride.



Source: City of Hamilton Ohio's LED Streetlight Master Plan

A funding opportunity the Town of Wellesley can pursue to convert its streetlights along the Route 9 Corridor to LED technology is to first apply for Green Community designation and then apply for a Green Community Grant. Green Communities is a program managed by the Department of Energy Resources (DOER). While it can take approximately a year to attain Green Community designation, once designated, a municipality is eligible to apply for grants for innovative programs that reduce energy usage as well as invest in renewable energy projects. These can range up to \$250,000 and the conversion of streetlights to LED is eligible. While the MLP does have plans to complete a LED retrofit of all existing Route 9 streetlights, attaining Green Community designation could allow for future funding opportunities. It is important to note that Green Community designation is currently being explored by the Town.

³ Based on field data from MAPC's projects, MAPC has seen savings between 50-70% based on differences between the energy use of existing wattages and the replacement LED wattages.

⁴ Pacific Northwest National Laboratory. (June 2013). Demonstration of LED Street Lighting. Prepared for the U.S. Department of Energy. Retrieved from: http://apps1.eere.energy.gov/buildings/publications/pdfs/ssl/2013_gateway-mssl-kc.pdf

Currently 155 municipalities in Massachusetts are designated as Green Communities. Several municipalities have utilized funds from this program to fund conversion of streetlights to LED technology. These municipalities include Acton, Arlington, Concord, Dedham, Gloucester, Lincoln, Melrose Salem, Sudbury, and Watertown. Some of these communities, like Melrose, have used Green Communities funding for a portion of the retrofit cost and then used a municipal bond or third-party financing for the remainder of the cost.

To be designated a Green Community space and receive funding, a municipality is required to commit to reducing municipal energy consumption by 20 percent over five years in addition to meeting specific criteria. Although Wellesley was designated by the EPA in 2012 as the first Green Power Community in Massachusetts, it does not yet have Green Community designation⁵.

Recommendation 2 j

Install LED Streetlights for Route 9 as Part of a Town-Wide LED Streetlight Retrofit

As 250 streetlights represents a relatively small project, the MLP will be working with the Board of Selectmen regarding the feasibility of a town-wide retrofit. By including the rest of the Town's lights, Wellesley could access third-party financing that would facilitate a retrofit with no upfront cost. Tax Exempt Lease Purchasing (TELP) is the recommended method for paying for LED projects upfront, as it does not affect a municipality's bond rating or debt levy. In most cases, funding comes in the form of a low-cost or market-rate loan that is repaid with project savings over a period of 5-7 years. Municipalities in Massachusetts which have done this include Arlington, Gloucester, Hamilton, Salem, Sharon, Wenham, Winchester, and Winthrop.

If pursuing a town-wide LED streetlight retrofit, it is recommended to hire a professional designer. The designer can perform an inventory assessment of all lights, which includes capturing GPS location, wattage, and other factors relevant to the retrofit design and maintenance. With an accurate inventory and spatial data about the existing streetlights, the designer can then calculate how much illumination different types and wattages of lights will provide along the roads. This information is vital for a municipality to make the final selection of its LED streetlights to install. Additionally, the designer can calculate precise project costs, savings, and paybacks, referred to as an Investment Grade Audit (IGA). The IGA can be used to secure TELP financing.

To execute a town-wide LED streetlight retrofit, the Town has two options:

- 1) Design & Public Works Construction; or 2) Performance Contracting

1) Design & Public Works Construction

The Town could hire a designer to perform an inventory assessment of the streetlights, design the replacement based on desired light levels, produce an IGA, and, if desired, oversee the installation process. Designs do not typically require stamping by a Professional Engineer, so this service may be procured as a traditional service under M.G.L. c.30B.

The Town could use its own labor for installation, but is not required to. A number of MLPs have used their own labor for installation, such as Reading Municipal Light, Westfield Gas & Electric, and Chicopee Electric Light. Due to limited crews, the projects tend to be phased over a few years. However, hiring an electrical contractor could facilitate installation in as little as a few months. In addition to the MLPs mentioned, the in-progress examples of this option are: Andover, Brockton, Leominster, Warren, Watertown, and Wayland.

⁵ In order to attain Green Power Community designation, at least 3% of the electricity must be generated from renewable resources (e.g., wind, solar, geothermal). Wellesley's current community "green power" usage is at 4.12% and has a participation rate of 11%. Participation rate is the percentage of residents and business choosing to use green power for a portion of their electricity use.

2) Performance Contracting

All designer services, IGA, equipment procurement, and installation services can be procured together through a performance contract, under M.G.L. c.25A §11I or §11C. Often called “turn-key” delivery, an energy services company (ESCO) is responsible for all phases of the project. Under the performance contract, the ESCO guarantees savings and performs annual measurement and verification (M&V). The savings guarantee and M&V add value to complex energy efficiency projects, but are generally considered unnecessary for streetlight retrofits. Under this option, it is unlikely that the Town could use its own labor for installation. The ESCO provides the financing and carries the credit and performance risks as well. A variety of options are available, including leasing, depending on the contract⁶. Arlington, Fall River, Gloucester, Hamilton, Melrose⁷, New Bedford, Northampton, Salem, Sharon, Somerville, Wenham, and Winchester are examples of municipalities which have implemented streetlight TELP projects using ESCOs.

Procuring Designer or ESCO Services - MAPC LED Street Light Program

Municipalities in Massachusetts have the option to use a collective procurement model to purchase street light fixtures, as well as design and installation services. MAPC assists municipalities with LED street light procurement through an aggregated procurement program. This procurement program involves vendor qualification, development of a street lighting study, and pricing for a comprehensive LED retrofit through a performance contract. Participation greatly reduces administrative time by each municipality and can result in lower prices and increased competition. For further information, refer to <http://www.mapc.org/led-street-lighting> and MAPC's report, [Retrofit Streetlights with LEDs](#). MAPC has organized five collective procurements on behalf of a total of 27 municipalities that included over 30,000 streetlights.

Recommendation 2 k

Explore the Installation of Pedestrian-Scale Lighting

Explore the installation of pedestrian-scale lighting to illuminate crosswalks, sidewalks, and bus stops. In addition to being decorative, pedestrian-scale lighting conveys to drivers that they should manage their speeds and watch for pedestrians, in turn facilitating their safe movement.

Recommendation 2 l

Consider Realigning the Pedestrian of Light Poles in the Event of Relocation

In the event that a light pole needs to be relocated, consider placing the pole so it aligns with other light poles along Route 9. This will provide a consistent aesthetic look that reinforces sightlines and direction of travel.

⁶ <http://energy.gov/eere/ssl/financing-options>

⁷ The City of Melrose recently implemented a townwide [Streetlight LED Conversion Project](#). During the installation, residents were able to follow the LED conversion progress on an interactive map which was updated daily.

TOPIC AREA 3

PEDESTRIANS AND BICYCLISTS

Recommendation 3 a

Work with MassDOT to Explore Opportunities for Dedicated and Separate Bicycle and/or Multi-modal Paths

While the fog line can serve as a recognized accommodation for bicyclists, both MassDOT and the Town are hesitant to encourage bicycle use on Route 9 given vehicle volumes and speeds. However there may be opportunities to accommodate dedicated and separate bicycle and/or multi-modal paths along some areas of Route 9. The Town should work with MassDOT to explore the feasibility of advancing these connections.

Recommendation 3 b

Expand and Connect the Wellesley trails Network in the Vicinity of Route 9

Crosstown Trail

The Crosstown Trail starts at the Wellesley/Natick town line, accesses the Morses Pond Area, and then follows the Cochituate Aqueduct. The Crosstown Trail crosses Route 9 at Overbrook Drive, not at the aqueduct. Although expensive, an overpass or underpass could allow for continuous trail access across Route 9. The feasibility of implementing either an overpass or an underpass (e.g., using the aqueduct tunnel) should be explored further, perhaps by the future developer of 900 Worcester Street.

Town Forest and MassBay Community College

Explore expanding Wellesley's trail network to connect to Town Forest and MassBay Community College.

Costs and land rights issues related to expanding and/or connecting the Wellesley trails network should be reviewed as part of this recommendation.

Recommendation 3 c

Implement a Vision Zero Program

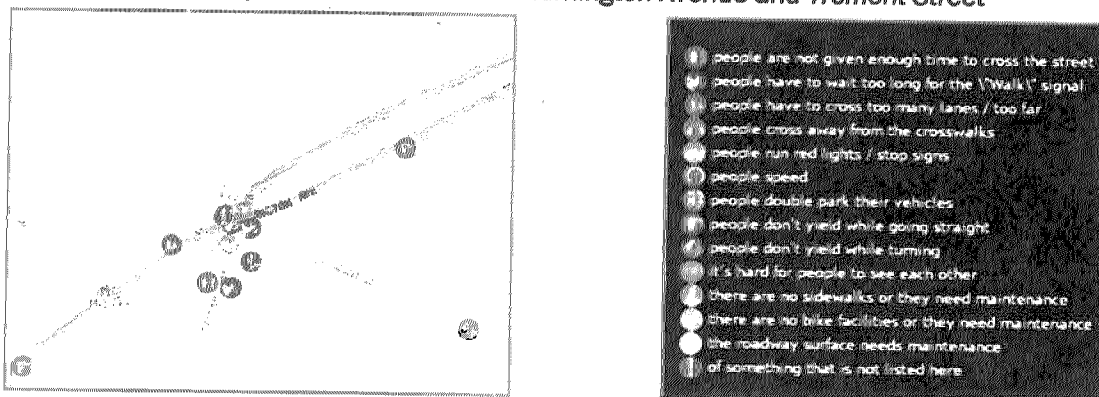
Vision Zero is a multi-national road traffic safety project that aims to achieve a highway system with no fatalities or serious injuries in road traffic. Vision Zero is a strategy to eliminate all traffic fatalities and severe injuries, while increasing safe, healthy, and equitable mobility for all. The concept of Vision Zero originated in Sweden in 1997, when it was adopted as the official road policy by the Swedish parliament. Since that time, Vision Zero has been widely credited by significantly reducing fatal and serious crashes.

Implementing a Vision Zero program can be started by collaborating with the [Massachusetts Vision Zero Coalition](#). In addition to implementing Vision Zero in Boston, the Massachusetts Vision Zero Coalition advocates for the adoption of Vision Zero throughout the state. This new and growing coalition includes community-based organizations, nonprofits, businesses, civic groups and individuals representing communities across the state. Members of the coalition include the Boston Cyclists Union, LivableStreets Alliance, Lyft, Transportation for Massachusetts, and WalkBoston.

Best Practice

In December 2015, the City of Boston launched Vision Zero. Boston's Vision Zero approach to ending fatalities from traffic crashes is based on making streets safer for everyone with a special focus on slowing traffic speeds and improving street crossings. [Boston's Vision Zero website](#) contains information including the Vision Zero Action Plan and Core Principles of Vision Zero. Of note, Boston recently launched an interactive [Vision Zero safety concerns map](#). The public is encouraged to use this map by selecting specific locations and submitting comments about their safety concerns. Their responses will be collectively reviewed to inform future Vision Zero efforts. The safety concerns map allows the City of Boston to take proactive steps to improve safety at locations where the public has noted dangerous conditions. The online tool is a critical step toward achieving Vision Zero. It is also worth noting that the Cambridge City Council unanimously passed a [resolution](#)^a to formally adopt Vision Zero in March 2016.

Safety Concerns Map – Issues Identified at Huntington Avenue and Tremont Street



Source: City of Boston's Vision Zero Safety Concerns Map

Recommendation 3 d

Expand Safe Routes to School (SRTS) programs

The [Safe Routes to School \(SRTS\)](#) program promotes healthy alternatives for children and parents in their travel to and from school. The program educates students, parents and community members on the value of walking and bicycling for travel. SRTS practitioners run education and encouragement programs with families and schools as well as advocate for strong municipal policies to support safe walking and bicycling. The most successful SRTS programs incorporate the Six E's: evaluation, education, encouragement, engineering, enforcement, and equity.

SRTS programs can help to reduce traffic congestion and air pollution near schools, while increasing the health, safety, and physical activity of elementary and middle school students. In addition to launching SRTS educational campaigns in elementary and middle schools, participating communities can also use SRTS funds for infrastructure enhancements surrounding schools. These enhancements can include pedestrian and bicycle crossing improvements, secure bicycle parking, and sidewalk improvements.

According to the Massachusetts SRTS website, partner SRTS schools in Wellesley are the Bates Elementary School, Joseph E. Fiske Elementary School, and the Schofield Elementary School. SRTS programs should be expanded to the John D. Hardy Elementary, Sprague Elementary, and the Wellesley Middle Schools. All three schools have connectivity either across or along Route 9.

^a Resolution starts on page 54.

TOPIC AREA 4

SPECIFIC SITES

Recommendation 4 a

Route 9/ Kingsbury Street Intersection Reconfiguration

MassDOT is planning a roadway resurfacing project for the entire span of Route 9 in Wellesley⁹. Using NHS (National Highway System) funds, this project will focus on pavement resurfacing only (referred to as curb-to-curb). Based on recommendations from past Route 9 studies as well as addressing the Town's longstanding interest in reconfiguring this intersection due to public safety concerns, MassDOT expanded the scope of their resurfacing project to include the reconfiguration of this intersection.

MassDOT and Wellesley collaborated to advance an intersection design that will signalize the turnaround at the existing median. At Town Meeting on April 11, 2016, Wellesley voted to approve \$600,000 of Town funds towards this project, approximately 50 percent of the cost to improve the intersection. Improvements to the Route 9/Kingsbury Street intersection are anticipated to commence in the near future, and the resurfacing of the entire corridor is expected to be finalized in 2017. The estimated cost for the entire roadway resurfacing project is \$7.3 million.

In working on the design for this project, MassDOT incorporated design improvements, many of which are addressed in this report. These design improvements include dilemma-zone detection signal technology, installation of sidewalks, and the designation of dedicated bus stops for the MWRTA (MetroWest Regional Transit Authority) Route 1 bus. This collaboration has resulted in an intersection design which will be safer for all modes of travel.

It should be noted that the concept of a footbridge across Route 9 has been raised several times by residents as part of the Phase 1 planning process. While there are cost and technical issues (e.g., to be ADA compliant there needs to be enough room for approach ramps), it is not completely unrealistic to implement a footbridge at this location or others sites along the Route 9 corridor. In addition to reducing some vehicular traffic, a footbridge could serve as an impetus for Wellesley to become a model pedestrian and bicycling community.

Recommendation 4 b

Route 9 Reconstruction Project

Currently a conceptual project, the Route 9 Reconstruction project¹⁰ will involve the resurfacing of Route 9 from Dearborn Street to the Natick town line, an approximate project length of 4.8 center miles. The roadway work will include milling and resurfacing, wheelchair ramp upgrades, sidewalk repairs and improvements, signal improvements, new reflectorized lines, and recessed roadway deflectors. Funds to bring this project to 25 percent design or for construction have not yet been identified by MassDOT. When the Route 9 Reconstruction project is underway, there will be additional opportunities for curb relocation, sidewalk widening, and incorporation of landscaping elements.

Recommendation 4 c

Prioritize Intersections and Sites for Improvements

Develop a schedule to prioritize intersection and site improvements along the corridor. As part of the Phase 1 planning process, Kingsbury Street, Oak Street/Westgate Road, and Route 16 (Washington Street), were consistently identified as the top three intersections that should receive priority for intersection improvements. 900 Worcester Street and the Boulder Brook Culvert were identified as specific sites for improvements.

⁹ MassDOT ID number 608180 – referred to as Wellesley - Resurfacing on Route 9, From Limit of Add-A-Lane to East of Overbrook Intersection

¹⁰ MassDOT ID number 607340

TOPIC AREA 5

PUBLIC TRANSPORTATION

Recommendation 5 a

To Encourage the Use of Public Transportation, Explore Designating Bus Stops along Route 9 to Serve the MWRTA's Bus Route 1

MWRTA Bus Route 1 (Woodland Shuttle) traverses the Route 9 corridor. In spite of strong ridership, there are currently no permanent bus stops along the Route 9 corridor in Wellesley. While the MWRTA plans to designate permanent and protected pick-up/drop-off locations for passengers in the vicinity of the Kingsbury Street intersection, additional pick-up/drop-off locations along the Route 9 corridor should be considered. MWRTA's Bus Route 1 currently operates as a flag down service along Route 9 in Wellesley. Designating bus stops will encourage increased utilization of this bus route.

MWRTA Bus Route 1's ridership should be reviewed on a regular basis to ensure that this route is operating to its fullest potential and determine whether there may be any need for improvements or accommodations. The integration of MWRTA Bus Routes 1 and 8 at Weston Road should also be considered in order to maximize ridership.

Bus stops should be:

- Well-signed and visible.
- Free from obstructions (e.g., sign posts) in the sidewalk area where passengers embark and disembark.
- Placed in turnouts and not interfere with travel lanes.
- Provided equally on both the westbound and eastbound sides of Route 9.
- Accessible and cleared of snow during the winter.

MWRTA Route 1 Bus Stop in Natick



Oak Street and Route 9 (eastbound)

TOPIC AREA 6

WATER MANAGEMENT AND NATURAL RESOURCES

Stormwater is precipitation (rain or snow) that is not naturally absorbed into the ground and “runs off” impervious surfaces such as paved streets, parking lots, driveways, and sidewalks before draining into waterways or waterbodies. Along the way, stormwater runoff can pick up pollutants such as chemicals, dirt, and debris as it travels – untreated – into waterways or waterbodies, contaminating them. The larger the impervious surface area, the more stormwater runoff volume and pollutants impact waterways and waterbodies. Stormwater issues are also created when drainage systems and culverts do not work properly and cause flooding, as a result.

Stormwater runoff is the leading source of pollution to Massachusetts surface waters and groundwater, including recreational and drinking water sources. According to the [Town's Drinking Water Consumer Awareness Report for the Year 2014](#), 78 percent and 22 percent of Wellesley's water comes from local well supplies and the Massachusetts Water Resources Authority (MWRA) respectively. Specifically, Wellesley's local water supply is comprised of ten wells. Four wells tap into the Waban Brook alluvial aquifer (near Morses Pond) and six wells tap into the Rosemary Brook alluvial aquifer. According to the report, the susceptibility of Wellesley's groundwater capture zones is high. Managing stormwater pollution and flooding will significantly protect Wellesley's water and natural resources, particularly, highly sensitive resources including Boulder Brook/Morses Pond, Abbot Pond, and Rosemary Brook.

Recommendation 6 a

Advocate that MassDOT be Required to Adhere to the Same Standards of Stormwater Management as the Town

The Town of Wellesley is subject to the [National Pollutant Discharge Elimination System \(NPDES\) Municipal Separate Storm Sewer System \(MS4\)](#) permit for Massachusetts. This permit was newly reissued in April 2016 by the U.S. Environmental Protection Agency. Permit coverage includes municipally-owned or operated stormwater drainage systems and their drainage areas, which includes any impervious surfaces (roads, building rooftops, walkways/sidewalks, driveways, etc.) draining to the system. This reissued permit includes more stringent requirements than the 2003 NPDES permit, such as enhanced education programming, water quality monitoring and pollutant control, and system and drainage area mapping.

While MassDOT is currently subject to the 2003 MS4 permit, the EPA Region 1 website explicitly states that an individual permit will soon be issued for MassDOT with a draft available in the near future. The Town should advocate that when this new permit is issued, MassDOT should be required to adhere to the same standards of stormwater management as the Town.

Recommendation 6 b

Work with MassDOT and Developers to Institute Low Impact Development (LID) Techniques along Route 9 to Improve Stormwater Management

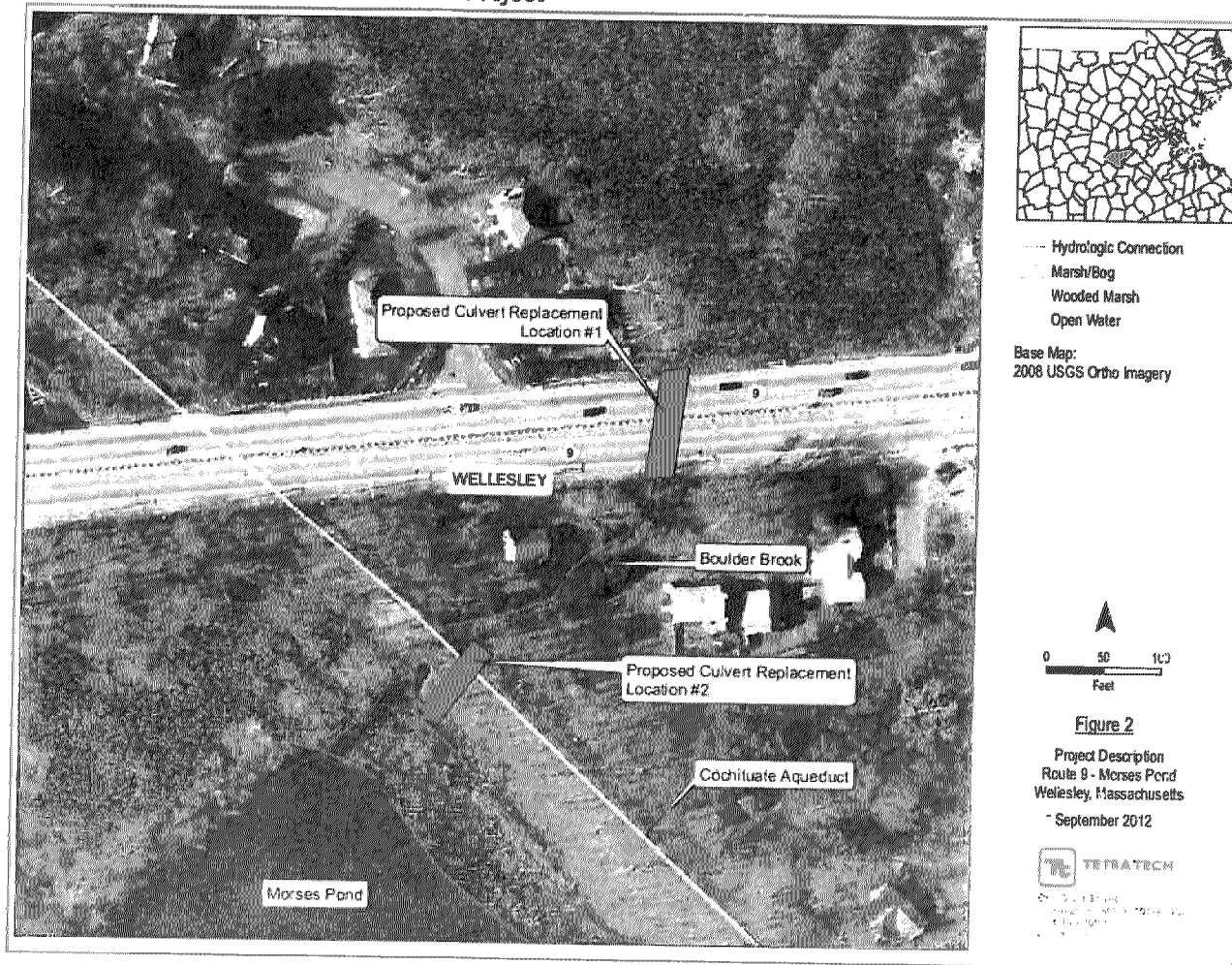
The primary principle of Low Impact Development (LID) is to implement better site design strategies that minimize impervious cover and keep water onsite to replenish the local watershed. For example LID techniques include rain gardens, natural swales, and trees. The Town should work with MassDOT to institute LID techniques along the corridor to improve stormwater management. In addition, the Town should incentivize and/or mandate that LID techniques are used in all redevelopment/development proposals. MAPC's [Low Impact Development Toolkit](#) contains additional information.

Recommendation 6 c

Advance the Boulder Brook Culvert Project

Drainage improvements along Route 9 Boulder Brook Culvert is a pending MassDOT project¹¹. When complete, the drainage improvements will reduce instances of flooding in the neighborhood located proximate to Boulder Brook and Morses Pond primarily between Overbrook Drive and Russell Road. Although 25 percent design plans were submitted in 2013, there has been no design activity since and the project is not on the State's Transportation Improvement Program (TIP) list of projects. When this project advances, MassDOT should utilize the Commonwealth's River and Stream Crossing Standards to ensure that the culvert improvement accommodates fish passage.

Locl Map of the Boulder Brook Culvert Project



Recommendation 6 d

Make Improvements to Identified Locations with Drainage Issues

Areas susceptible to roadway flooding have also been identified along the Route 9 corridor include the vicinity of Town Forest, the Route 16 overpass, and between Shaw Road and Sprague Road.

¹¹ MassDOT ID number 606530

TOPIC AREA 7

NATURAL GAS LEAKS

Natural gas is sent to homes and businesses through pipes underneath streets for heating. Over time, these pipes can corrode and leak natural gas into the ground, where it percolates up into the atmosphere. Natural gas is primarily methane, a greenhouse gas. It has been determined that over a 20 year period methane is more than 80 times more potent than carbon dioxide as a greenhouse gas, making it a significant contributor to global warming. Natural gas leaks are estimated to account for 10 percent of all greenhouse gases emitted in the state.

In addition to increasing the rate of global warming, methane negatively impacts human health, especially among those with compromised respiratory systems, by polluting the air and contributing to poor air quality. Escaping natural gas also harms the natural environment by suffocating the root systems of plants and trees, which can result in their death. Leaks are also expensive to consumers, who bear the entire cost of the escaped gas. Statewide, unaccounted-for gas exceeds 8 billion cubic feet per year and is valued at 50 million dollars – all paid for by utility customers.

According to National Grid data reported to the Department of Public Utilities in its 2014 Annual Service Quality Report, Wellesley has 201 unrepaired gas leaks. Of this number, at least 18 are along Route 9. According to the non-profit organization HEET (Home Energy Efficiency Team), the cost to fix an average gas leak is \$2,500.

Recommendation 7 a

Review and Advocate for Adopted and Pending Legislation

Adopted Legislation

Bill H.4568, An Act Relative to Energy Diversity

In August 2016, Governor Charlie Baker signed into law an energy bill which for the first time will require the Massachusetts Department of Public Utilities (DPU) and the Department of Environmental Protection (DEP) to evaluate the environmental impact of thousands of leaks throughout the state, and develop a plan for repairing leaks that are determined to be causing significant damage. Utility companies regularly survey pipelines for potentially explosive leaks, but until now, they have not been required to address environmental damage from gas leaks. In conjunction with DEP, the DPU will be developing regulations to determine what the environmental impacts are how they are calculated. The Town should submit comments on these regulations once they are available for public comment.

Pending Legislation

There are two pending bills in the Massachusetts legislature designed to address the issue of gas leaks:

Bill H.2870 - An Act Relative to Protecting Consumers of Gas and Electricity from Paying for Leaked and Unaccounted for Gas

This bill would prohibit utilities from passing the cost of wasted gas onto consumers, incentivizing utilities to fix gas leaks as quickly and cost effectively as possible. When a similar bill was passed in Texas, 55 percent of gas leaks were repaired within three years.

Bill H.2871 - An Act Relative to Gas Leak Repairs During Road Projects

This bill would require that whenever a street is already open for construction, gas companies check and repair all gas leaks. Repairing leaks before repaving is not only less expensive for utilities, it also decreases the chance a street will need to be reopened afterward for pipeline repairs. As a result, future street repaving needs, costs to the municipality, and disruption to nearby residents and businesses will all be reduced.

Thirty-one municipalities, including Wellesley, have already passed resolutions supporting one or both of these bills. On February 29, 2016, the Town of Wellesley passed a resolution in support of both bills.

Recommendation 7 b

Ensure all Gas Leaks along Route 9 are Fixed Prior to Paving

National Grid has programmed a gas main lining project for calendar year 2017 along Route 9 in Wellesley. It is imperative that there be ongoing coordination between the Town, MassDOT, and National Grid to coordinate all roadway work. The ideal time for National Grid to make utility repairs and upgrades along the Route 9 corridor would be when MassDOT's reconstruction project has commenced and the roadway is 'open.'

Recommendation 7 c

Lead Coordinated of Roadway Work

While it may not be necessary for Wellesley to invest in a centralized database tool, the municipality can act as a 'project manager' to coordinate the needs of utilities to conduct roadway work and the state's responsibility to perform resurfacing or reconstruction work with sufficient lead time.

Recommendation 7 d

Review MAPC's Study of Natural Gas Leaks

The U.S. Department of Transportation's Pipeline and Hazardous Materials Safety Administration recently awarded MAPC a federal grant to study natural gas leaks in the region and to assess the approaches municipalities can take to accelerate improvements to the system. In partnership with HEET, MAPC is leading a one-year project to perform independent surveys of gas leaks and collect municipal street repair planning and utility collaboration practices from cities and towns in the MAPC region. By combining leak survey data with municipal coordination practices, MAPC seeks to chart an improved course for municipalities and utilities to work together to reduce methane leakage. MAPC expects to release results from the project, including best practices for street repair planning and utility coordination, during the summer of 2016.

Once released, the Town should review this report. The report's recommendations and best practices should provide further guidance regarding the identification of gas leaks and collaboration with utilities for their repair.

TOPIC AREA 8 MAINTENANCE

Since Route 9 is a State road, overall maintenance of the roadway and its right-of-way is the responsibility of the State¹². These maintenance responsibilities include: guardrails, landscaping, medians, pavement markings, paving, sidewalks, signage, snow removal, street sweeping, and traffic signals. The Town of Wellesley is responsible for maintaining streetlights along the Route 9 corridor.

While MassDOT District 6 does have a maintenance plan in place, the agency is significantly understaffed and does not have the capacity to effectively implement its maintenance plan. Consequently, MassDOT reacts primarily to complaints resulting in maintenance being carried out on a piecemeal basis. This has resulted in a lack of overall maintenance for the Route 9 corridor. However, there are measures the Town, residents, property owners, and businesses could implement to improve the corridor. In turn, a successful maintenance plan will ensure the safe and efficient operation of the Route 9 corridor.

Recommendation 8 a

Develop a Comprehensive Maintenance Plan for the Route 9 Corridor

A comprehensive maintenance plan should be developed that will ensure the appropriate maintenance of existing infrastructure as well as the implementation of planned improvements for Route 9. The maintenance plan should:

- Continually examine immediate and future funding sources.
- Program, plan, design, and execute road improvements.
- Establish a public relations component to communicate goals and objectives.
- Inform residents who to contact regarding specific maintenance issues (e.g., MassDOT or the Town)
- Strive to achieve a standard and coordinated level of care.

Recommendation 8 b

Annually Prioritize a Top List of Specific Maintenance Issues and Convey to MassDOT

With feedback from residents, property owners and businesses, the Town should annually develop a top list of specific maintenance issues and convey them to MassDOT as part of the comprehensive maintenance plan. Subsequently, Wellesley should work with MassDOT to resolve the identified maintenance issues.

¹² A right-of-way is a type of easement granted or reserved over land for transportation purposes –such as for a highway. MassDOT holds right-of-way wider than the Route 9 roadway itself for several reasons. The extra land is used for public sidewalks, utilities, street lights, and traffic signals. State highway layout information and access to view and download image files of State Highway Layout (SHLO) Plans is available on-line. These maps show the approximate location of state highway layout plans and state highway alteration plans. While these plans are not intended to be used to precisely locate the baseline or the sidelines of highway layouts, they do indicate what is under MassDOT jurisdiction. These plans, maintained by MassDOT's Survey Office, are available on-line at: <http://services.massdot.state.ma.us/maptemplate/statehighwaylayouts>

Recommendation 8 c **Develop a Sidewalk Maintenance Plan**

A maintenance plan for sidewalks along the Route 9 corridor should be developed and supported with adequate financing. Whether the Town or the State is responsible for clearing and maintaining sidewalks (e.g. trash removal and snow clearance) is open to debate. The responsible parties need to be identified and included as part of a maintenance plan.

Recommendation 8 d **Require Landscaping Operations and Maintenance plans for Large Commercial Developers**

Require landscaping operations and maintenance plans for commercial developments along the Route 9 corridor, particularly in the eastern and western gateways.

Recommendation 8 e **Establish a Restoration and Preservation Plan for Historic Features**

Following an inventory and assessment of the condition of historic features along Route 9, a separate restoration and preservation plan should be advanced. This restoration and preservation plan should take into account Route 9's historic features, including but not limited to the public works projects that created walls, bridges, and retaining walls as well as stairs, grassy medians, and wrought iron railings – features which are integral to the character of Route 9 and the Town as a whole.

Examples of historic features along the Route 9 corridor include, but are not limited to:

- Wrought iron railings in Wellesley Hills (along the southern side of Route 9 adjacent to Elm Park).
- Stone walls west of Rockland Street and near Standish Road.
- Retaining walls near Longfellow Road, Oakland Street, and Westgate Road.
- Grassy medians near Bancroft Road and east of Kingsbury Street.
- Bridges and staircases at Cliff Road and Weston Road.

A successful example of a past preservation effort along the Route 9 corridor is the reconstruction of the Route 9 underpass at Washington Street. Completed about a decade ago, the preservation of this stone work has served as a significant benefit to the Town.

Best Practices

The neighboring Towns of Natick and Framingham require landscaping and maintenance plans for commercial developments. While it is recognized there are differences in zoning and land use between municipalities, Natick's Landscaping Operations and Maintenance Plan and Framingham's process for Site Plan Review are included as best practices. Wellesley could review both in detail and potentially adopt components of either plan to enhance their own.

Town of Natick – Landscaping Operations and Maintenance Plan

The Town of Natick requires a Landscaping Operations and Maintenance Plan for new commercial developments. For reference, the Landscaping Operations and Maintenance Plan along with the Modification of Site Plan and Special Permit and Highway Overlay District Special Permit for MathWorks is included in *Appendix B*.

Codified in Natick's Zoning By-Laws (Section 320), Highway Overlay Districts are districts which overlay nonresidential zoning districts abutting major arterial highways, such as Route 9. The language for landscaping requirements for developments in Highway Overlay Districts is also included in *Appendix B*.

Town of Framingham – Site Plan Review

Most development along Route 9 in Framingham is by Planning Board Special Permit which has conditions that are derived through an extensive site plan review process. Conditions are imposed and then overseen by the Planning Board and Building Commissioner. Typically these conditions involve specific landscaping plans and operational maintenance standards.

Through site plan review (Section VI.F of the Zoning By-Laws), Framingham requires landscaping and sidewalks for properties that front a public way. For reference, the Town of Framingham's Planning Board decision for a Wendy's drive-thru facility is included in *Appendix C*. Landscaping and maintenance requirements for the project are summarized on pages 12-13. Framingham also has codified Highway Overlay District Regulations as part of their Zoning By-Laws (Section III) which are also included in *Appendix C*.

Recommendation 8 f

Adhere to Effective Coordination and Timing of Projects

Effective long-term maintenance will ensure that improvements, once made, will remain permanent and advance long-term cost savings. For example, to ensure project longevity and effective investments, underground work (e.g.; culverts, placement of overhead utility lines underground) should take place prior to any at-grade roadway work. The fact that MassDOT currently does not utilize a centralized database to coordinate roadway reconstruction and utility work underscores the need for effective coordination.

Best Practice

Centralized Database Tool – COBCUS (City of Boston Utility Coordination Software)

Use of the City of Boston's COBCUS (City of Boston Utility Coordination Software) centralized database tool is an example of a best practice that facilitates the effective coordination of roadway reconstruction and utility work. Essentially a reservation system, COBCUS enables streamlined coordination with utility companies, private contractors, and other agencies to develop a resurfacing and reconstruction program that does not conflict with the various major programs each agency plans to perform. All entities, including the City of Boston, must reserve their future work in the COBUCS program. No permits are issued without the project first being submitted through the COBUCS program for review, including utility work and roadway resurfacing or reconstruction.

The COBUCS tool allows for major utility companies and the City of Boston to establish long-term capital programs that can be successfully coordinated allowing all work to take place without the need to cut into newly paved roadways. Since August of 2009, the COBUCS program has assisted the City in avoiding over 1,700 conflicting utility projects that may have otherwise caused excavation on a newly paved roadway. Currently, the City of Boston is one of the few cities in the country that mandates all entities wishing to perform excavation work to use a coordination program for clearance prior to obtaining a permit.

Recommendation 8 g

Implement Adopt-A-Highway Programs

If Wellesley wants to designate specific areas along Route 9 for clean up or roadway enhancements, they will need to work with MassDOT. Specific programs offered by MassDOT include Adopt-a-Highway, Adopt-a-Visibility Site, or Sponsor a Highway. According to MassDOT, these three volunteer programs combined have removed about 98,000 tons of litter from Massachusetts highways and roadways in 2013.

Adopt-A-Highway

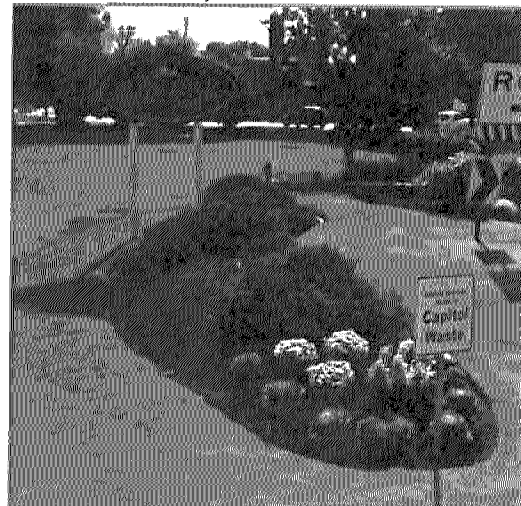
Adopt-A-Highway is a public service program that utilizes volunteer teams to pick-up litter along state roadways in Massachusetts. Each volunteer team "adopts" a two mile section of highway and is responsible for removing litter at least once a month between April 15th and November 15th. This program provides an opportunity for environmentally conscious groups and corporations to participate in keeping Massachusetts roads litter-free. Adopt-A-Highway groups must have at least six members.

Adopt-A-Visibility Site

The Adopt-A-Visibility Site program is designed to encourage environmentally conscious school, business, and community groups to assist in beautifying their community by supplying volunteer resources to upgrade and maintain high visibility areas and off-ramps on state highways. MassDOT provides safety training and guidelines, safety vests, and plastic litter bags for clean-up projects. Volunteers usually remove litter, mow and trim vegetation, as well as manage plantings.

Participants of this program usually include local interest groups such as garden clubs, environmental clubs, chambers of commerce, youth groups and landscape companies. An increasing number of businesses have chosen to participate in Adopt-A-Visibility Site programs. The area of responsibility is smaller under this program compared to the Adopt-A-Highway or Sponsor-A-Highway programs. Adopt-A-Visibility Sites require permit agreements with MassDOT where a benefactor (e.g., a private company) will be responsible for the maintenance of landscaping. One example is at Squire Road and Brown Circle in Revere as shown in the image above. The landscaped median Kingsbury Street could be a good candidate for an Adopt-A-Visibility Site program.

*Adopt-A-Visibility Site
Squire Road and Brown Circle
Revere, Massachusetts*



Source: Google

Sponsor-A-Highway

The Sponsor-A-Highway program provides civic-minded companies an opportunity to enhance Massachusetts's roadways by 'sponsoring' segments of highways. Companies who utilize this program pay a fee to (Sponsor-A-Highway) SAHL or Adopt-A-Highway Litter Removal Service of America (AAHLRSA) to perform litter removal in two-mile portions of a roadway. Sponsor-funded maintenance providers conduct 24 clean-ups per year.

In recognition of volunteer efforts, MassDOT installs signs recognizing the adopting group for their contribution and work toward keeping the roadway clean. Since these signs can be distracting to drivers and contribute to sign clutter, the Town could look into other ways to recognize the volunteers who may choose to participate in Adopt-A-Highway programs along Route 9.

Recommendation 8 h**Organize Community-Run Cleanup Events and Programs**

Organize a cleanup group for homeowners along Route 9. A Homeowner's Association or similar group could assist with assembling such a group.

Best Practices**Boston Shines**

Boston Shines is a neighborhood cleanup program in the City of Boston and includes streets, sidewalks, parks, school yards, or city properties. Each year, volunteers (e.g., residents, business volunteers, public organizations, public agencies) participate in a citywide clean up and beautification event by planting flowers, sweeping, raking, and picking up trash. Boston Shines takes place over three weekends in the spring and focuses on four service areas: physical service, university engagement, youth development, and expanding volunteer opportunities that help unite neighbors and communities. The City of Boston is responsible for picking up the trash and supplies when the cleanup is over.

Valley Pride Day

Intended to be a fun community effort, Valley Pride Day is an annual litter clean up day throughout New Hampshire's Mount Washington Valley and western Maine that takes place the first Saturday of May. On this day, community members clean litter from stretches of road between 8:30am-11:30am. Afterwards, there is a celebration with food, prizes, and entertainment. Valley Pride Day completed its 16th year. Several tons of trash are collected each year.

Recommendation 8 i**Utilize Inmate Work Programs**

The state relies on inmate work crews to remove litter along highways. According to MassDOT, between 1,900 and 2,700 inmate crews perform this service¹³. Using inmate labor saves tax dollars and allows projects to advance that would have otherwise been postponed. The Norfolk County Correctional Center does offer a Community Service program. Notification of residents in the area prior to inmate work crews performing clean-up services and additional supervision of inmate work crews is recommended.

¹³ [Roadside Litter Persists in Mass. What's the Solution?](#), ecoRI News, September 8, 2013.

TOPIC AREA 9

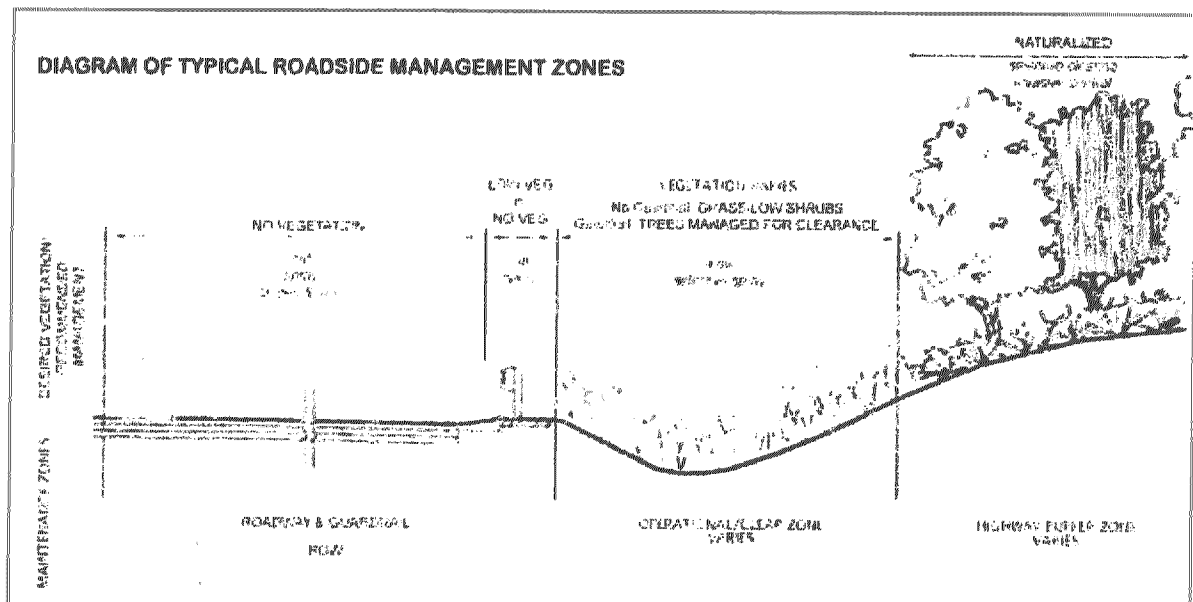
CORRIDOR AESTHETICS AND IDENTITY

MassDOT controls vegetation along state roads and highways in compliance with the Rights of Way Management Regulations ([333 CMR 11.00](#)) as promulgated by the Massachusetts Department of Agricultural Resources (MDAR). MassDOT is primarily responsible for mowing and periodic tree maintenance along the Route 9 corridor in Wellesley.

MassDOT is required to submit a Vegetation Management Plan (VMP) covering a five year period. The purpose of the VMP is to establish MassDOT's vegetation management practices, provide guidelines for Integrated Vegetation Management, and ensure that work is in compliance with the Rights of Way Management Regulations. Subject to approval of the VMP by MDAR, MassDOT is also required to prepare an annual Yearly Operational Plan (YOP). The YOP provides information about the vegetation management program to be carried out for that year.

According to MassDOT's 2014-2018 VMP: *The primary objective of roadside vegetation management is to provide safe use of and access to roadways, sidewalks and facilities, and to preserve the integrity of highway infrastructure. Integral to achieving this primary objective is providing stormwater control through proper management and use of plant material, maintaining slope stabilization, protecting habitat and resource area, preserving and enhancing the scenic quality of the roadside, and controlling invasive and noxious plants. Uncontrolled roadside vegetation can impede normal maintenance operations, obstruct motorists' line of vision, block safe access to roadways and sidewalks, and can cause damage to structures such as median barriers, pavements, shoulders, guard posts, drainage lines, and waterways. Uncontrolled invasive species exacerbate maintenance problems and cause degradation of right of way land and of abutting land (p 1).*

MassDOT approaches vegetation management based on three zones: Roadway and Guardrail Zone, Operational/Clear Zone, and Highway Buffer Zone as depicted in the following illustration:



Source: MassDOT - Vegetation Management Plan - 2014-2018

Roadway & Guardrail Zone

Guardrails, curbs, sidewalks, median barriers, and medians comprise this zone. Work in this area is specific to the needs of maintaining the roadway and roadway infrastructure. The management goal for this zone is to keep hard surfaces (i.e., curbs, sidewalks, median barriers) free of vegetation. With an area free of vegetation, sight distance requirements can be met and visibility enhanced. In addition, a vegetation free area will promote safe vehicle and pedestrian access, proper stormwater drainage, and the preservation of infrastructure.

Operational/Clear Zone

The Operational/Clear Zone extends from the end of the Roadway and Guardrail Zone to a 20-30 foot setback. Controlling vegetation, maintaining signage visibility, and allowing for stormwater drainage and infiltration are the primary management goals for this zone.

Highway Buffer Zone

The Highway Buffer Zone extends from the edge of the Operational/Clear Zone to the right-of-way limit. This area is typically not managed except for tree cutting and controlling invasive plant species. Maintaining and preserving a self-sustaining plant community, a protective buffer for wetlands and water bodies, and providing stormwater and habitat benefits are the primary management objectives for this zone.

In addition to purifying air, enhancing aesthetics, and improving environmental conditions, research has determined that trees and landscaping are central both to health and psychological well-being¹⁴. Tree lined streets greatly enhance the appearance and comfort of a corridor and can serve to calm traffic by narrowing the apparent width of the roadway. Trees and landscaping provide numerous environmental, economic, and social benefits as outlined in the table below¹⁵.

Benefits of Street Trees and Landscaping

Environmental	Economic	Social
Produces oxygen	Reduces demand on infrastructure (e.g., sewer, energy)	Improves streetscape aesthetics
Filters air pollution (e.g., remove carbon dioxide and UV radiation)	Reduces building heating/cooling costs	Improves public health (e.g., physical, mental)
Improves air quality	Increases property values	Fosters civic pride and identity
Reduces stormwater runoff		Can slow traffic
Abates noise		
Creates habitat for plants and animals		
Improves soil quality		
Heat absorption		

¹⁴ [The \(Pretty Much Totally\) Complete Health Case for Urban Nature](#), City Lab, Eric Jaffe, October 20, 2015.

¹⁵ [Sustaining America's Urban Trees and Forests](#), United States Department of Agriculture, June 2010.

In spite of the positive benefits of trees and landscaping, they face a variety of dangers. For example, roots can be damaged by construction, severed by concrete, or impeded by sidewalks, curbs, gutters, and street pavement. Trees and landscaping are vulnerable to insects, diseases, invasive plants, and severe weather events – all of which could be exacerbated by climate change.

Recommendation 9 a

Develop a Tree Protection Plan for the Route 9 Corridor

The Town and MassDOT should collaborate to inventory and assess the health of trees along Route 9. A tree protection plan designed to maintain and monitor the health of trees should be developed following the inventory and assessment. The overall goal of a tree protection plan is to provide a consistent and healthy tree canopy along the Route 9 corridor.

The tree protection plan should address appropriate planting and replacement of trees as deemed necessary. As landscaping can supplement tree planting and conceal land uses (e.g., parking lots) without obstructing sight lines, landscaping should also be incorporated as part of the plan. It is important that trees establish a rhythm and create a consistent, inviting character along the corridor. For seasonal interest and overall longevity, various tree species are encouraged. A tree protection plan will enable Wellesley and MassDOT to make informed decisions on where to focus resources. An effective plan should yield considerable efficiencies such as facilitating maintenance work and ultimately helping to manage costs.

The environmental benefits of trees and landscaping equates to significant economic benefits. In addition to enabling Wellesley to think more strategically about the health and sustainability of trees, assessing their value can help bring attention to their importance and economic value. For example, the U.S. Forest Service offers a free software program referred to as i-Tree. By using GIS, satellite imagery, and algorithms, i-Tree enables municipalities to produce detailed inventories of their tree canopies and quantify their environmental and monetary value. It should be noted that MassDOT does not have a tree inventory and does not have immediate plans to develop one.

Best Practices

A 2014 i-Tree analysis of Austin, Texas determined that the city's estimated 33.8 million trees save the city nearly \$19 million annually in reduced building-energy use and approximately \$5 million in reduced carbon emissions. The i-Tree analysis concluded that trees and landscaping is worth \$3 million per year due to their reduction of air pollution and nearly \$12 million per year in the amount of carbon the trees remove¹⁶.

The City of Tampa 2011 Urban Forest Analysis concluded that trees save the city nearly \$35 million annually in reduced costs for public health, stormwater management, energy savings, prevention of soil erosion, along with other savings¹⁷. Portland, New York City, Milwaukee, and Atlanta are among the cities that have also quantified the benefit of street trees.

The University of South Florida has begun mapping individual trees. In addition to providing dimensional information; stormwater interception, energy conservation, the estimated annual payoff is calculated for each tree.

¹⁶ What are Trees worth to Cities?, CityLab, Laura Bliss, April 21, 2016.

¹⁷ City of Tampa 2011 Urban Forest Analysis, September 2013.

Recommendation 9 b**Install LED Street Lights with Attention to Aesthetics**

The spacing, color, intensity, and glare of LED lighting should all be carefully taken into consideration prior to installation. It is important to note that the MLP's bid specification for LED fixtures will require street lights to minimize light pollution or be "dark sky" compliant.

It should be noted that replacing existing aluminum (silver colored) lights with different colored poles and fixtures (e.g., black or green) is costly and, if for aesthetic purposes only, not considered to be cost beneficial. That said, if funds were made available, the MLP would be willing to make these changes.

Recommendations 9 c**Explore Placement of Overhead Wires Underground**

Since the cost to underground overhead wires is very expensive¹⁸, the Town should stay apprised of any potential grant or funding opportunities to do this work. The Town should require any significant commercial or redevelopment projects to include placing overhead wires underground along their site frontage. If Wellesley is strongly interested in undergrounding overhead wires, adding a surcharge to utility bills to cover this expense could be explored.

The Edison Electric Institute (EEI), a Washington-based association of shareholder-owned electric companies, conducted a 2012 study on the undergrounding of overhead power lines, *Out of Sight, Out of Mind*, and concluded that the most significant obstacle to converting above-ground systems to underground systems is cost, which is about five to 10 times the cost to install overhead lines. EEI polled electric customers concerning their willingness to pay for undergrounding and concluded that the majority of customers have a limited tolerance for higher costs for utility services to pay for undergrounding. Brookline, Chelmsford, Duxbury, Newton, and Randolph have all completed limited projects to bury their overhead wires¹⁹.

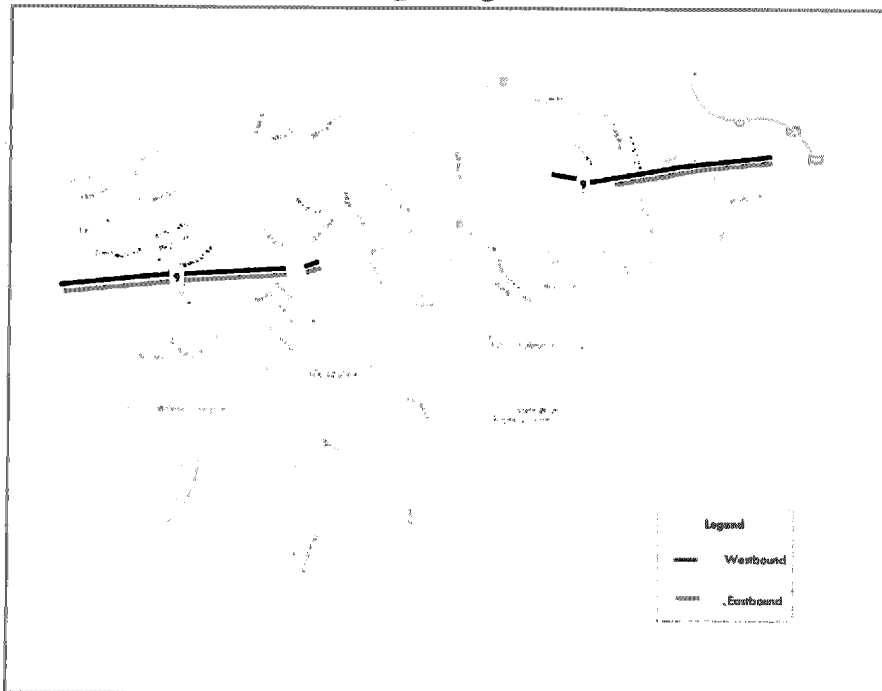
In addition to improving aesthetics, undergrounding overhead wires are less vulnerable to high winds, falling trees, ice, and snow. The removal of overhead wires can allow tree canopies to grow and removal of telephone poles can enhance safety by improving sight lines. Potential drawbacks to undergrounding overhead lines include susceptibility to flooding and lightning. It should be noted that the reliability benefits between overhead and underground wires are currently not much different.

As shown in the figure below, approximately half of the Route 9 corridor is contains overhead wires, with slightly more along the westbound side. Overhead wires are concentrated in the eastern and western sections of the corridor.

¹⁸ MLP broadly estimates that placing overhead wires underground could cost between \$10 and \$20 million. This estimate just includes utility costs and does not include costs for excavating manholes and duct banks.

¹⁹ [CBS Boston, Patrick: \\$1 Trillion to Bury Power Lines Underground, 10/31/11.](#)

Estimated Overhead Wire Coverage along Route 9



Sources: Google and Bing

Recommendation 9 d Ensure Prevention of “Double Poles”

“Double poles” occur when utility companies fail to remove obsolete utility poles after they have been replaced and lines attached to them (power, cable, phone, etc.) are transferred to the new pole. The presence of “double poles”, a new utility pole and an obsolete utility pole typically side-by-side for prolonged periods is not aesthetically-pleasing and presents safety concerns. While “double poles” are currently not an issue along the Route 9 corridor, MLP should continue to work proactively with utility companies to ensure their prevention.

State law currently requires utility companies that own the poles to remove them within 90 days. However, there is no strong enforcement mechanism and the poles are not always removed. Legislation was recently passed that, in addition to requiring utility companies to create a timeframe for removing “double poles”, they are required to file an annual report to the state which inventories “double poles”, summarizes the average number of days between the erection of a second pole and the takedown of the original obsolete utility pole, and provide a timeline for the projected removal of existing “double poles”²⁰. Upon receipt and review of the 2016 annual report, the state may endeavor to propose a fine structure for failure to remove outstanding “double poles”. It is important to note that this legislation only pertains to “abandoned” poles (e.g., poles that have no utilities attached).

²⁰ [The Commonwealth of Massachusetts, House Bill 4565, Section 239.](#)

Recommendation 9 e

Pursue the Installation of Multimodal Wayfinding Signs

MassDOT is responsible for furnishing adequate directional and informational signage on the state highway system. General guidance for this responsibility is found in Chapter 85, Sections 2 and 2D²¹ of the General Laws of Massachusetts. MassDOT also uses a standardized a Guide Sign Policy (MassDOT Guide Sign Policy for Secondary State Highways (2005 edition)) for use on all secondary state highways, and other roads and streets (except for expressways and freeways) within Massachusetts²². The purpose of the Guide Sign Policy is to outline the current standards and guidelines for the design and application of guide signs (designated as the D6-, D8-, and G-series). These signs are consistent with the principles and standards established in the MUTCD. The Guide Sign Policy directs and informs drivers of intersecting routes, to direct them to cities, towns, or other important destinations, and to provide this information in the most simple and consistent manner possible.



*Existing Wayfinding Signage
in Wellesley Hills*

Since Route 9 is controlled by MassDOT, Wellesley's ability to dictate signage along Route 9 is limited whether mounted on sign poles or overhead on mast arms. Signage proposed by the Town will need to be coordinated and approved by MassDOT. The philosophy of MassDOT's Guide Sign Policy, consistent with that of the MUTCD, is that only signs directing drivers to well defined geographical locations should be permitted on the state highway system. It should be noted that, in rare instances, exceptions have been made which allow special types of signing on the state highway system.

In addition to serving as a way to 'brand' or identify a community, multimodal wayfinding signs provide directions that enable vehicles, pedestrians, and bicyclists to locate destinations (e.g., commuter rail stations, Linden Square, MassBay Community College, Wellesley College, Wellesley Hills, Wellesley Square). Wayfinding signage can include distance information and times to walk or bike to specific destinations. It should be noted that the Town of Wellesley already has wayfinding signage in the Wellesley Hills neighborhood which could be expanded.

Where appropriate, the installation of multimodal wayfinding signage at streets approaching and intersecting with Route 9 not under state jurisdiction should be considered.

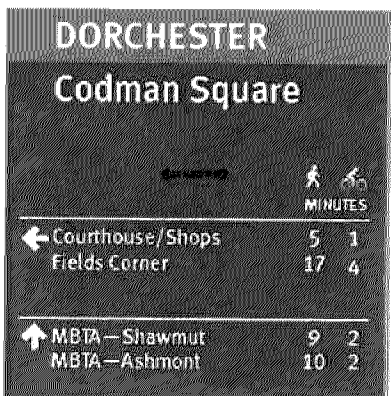
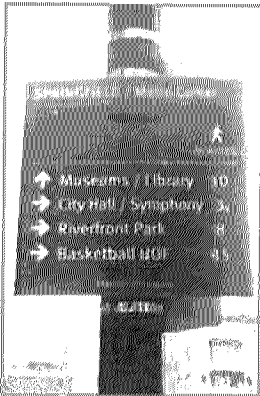
Best Practices

The Cities of Springfield, Pittsfield, and Boston have all recently implemented wayfinding signs. The City of Springfield is in the midst of implementing a wayfinding program as part of an initiative to improve public health and make the downtown a more attractive destination for pedestrians. The signage is funded by a grant from the Centers for Disease Control and State Department of Public Health. The City of Pittsfield has installed signage as part of a two mile walk referred to as the 'Downtown Loop', a program created to encourage healthier lifestyles. The City of Boston recently installed a wayfinding system for Dorchester's Codman Square neighborhood. This wayfinding program is designed to highlight resources as well as encourage walking and bicycling.

²¹ MGL Chapter 85, Section 2 – Traffic Signs or Devices: Erection and Maintenance; Rules and Regulations
MGL Chapter 85, Section 2D – Signs on State Highways: Indicating Availability of Certain Services

²² <http://www.massdot.state.ma.us/highway/Departments/TrafficandSafetyEngineering/PoliciesandDesignGuidelines/GuideSignPolicyforSecondaryStateHighways.aspx>

Wayfinding Signs in Springfield, Pittsfield, and Boston (left to right)



Sources: *The Reminder*, *Springfield Unveils New Wayfinding Program*, 4/28/16; *Pedestrian Infrastructure: Strategies for Improving Pedestrian Safety through Low-Cost Traffic Calming*, *WalkBoston*, 2015.

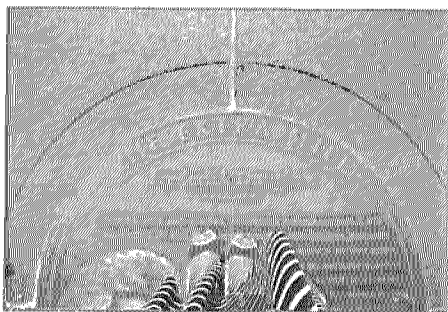
Recommendations 9 f
Identify Historically Significant Features

Ensure preservation and publicly recognize sites along Route 9 that are of historic significance through interpretive signage or a sidewalk medallion program. Sidewalk medallions are ornamental emblems that are set or stamped into sidewalks along a streetscape, usually at intersection corners. These medallions can be bronze, tile, or precast concrete.

Best Practices

Points of Light Monument

Located on sidewalks in downtown Washington, D.C., The Points of Light Monument honors the service of pioneers who have transformed the nation and world in the country's volunteer movements (e.g., Susan B. Anthony, Dr. Martin Luther King, Jr.). To date, 33 medallions have been installed in city sidewalks. The pathway of bronze circular medallions will eventually stretch one mile and include 70 medallions. Each medallion includes portraits of the honorees, descriptions of their activities, and inspirational quotes. Each medallion has a corporate sponsor.



Sources: *Sierra Club* and *theageofgrace.com*

The High Bridge: Historic Medallions

Nine 36 inch cast bronze historical medallions, depicting a timeline of New York City's High Bridge, were commissioned by the New York City Department of Parks and Recreation. The High Bridge is the oldest standing bridge in New York City and currently serves as a pedestrian walkway connecting Manhattan and the Bronx.



Source: andrewslefevre.wordpress.com

Recommendation 9 g

Establish Gateways at the East and West Entrances of Route 9

Gateways, or defined access points, should be developed for both the east and west entrances of Route 9. Well-defined gateways serve as welcoming entries to the Town as well as a source of pride and identity. Many of the recommendations outlined in this report (e.g., wayfinding signage, landscape design, identification of historic features) serve to establish successful gateways, which should be considered priority locations. Gateways can be either physically constructed or natural in their design. The Town should work with the developer 900 Worcester Street to advance a gateway for the west entrance of Route 9.

Recommendation 9 h

Support and Encourage Use of new Roadway Technologies

New roadway technologies are currently under development which could potentially be implemented in the future. While the implementation of these new technologies is several years away, the Town should be open to their use. These technologies could include installing thin photovoltaic panels on roads to power streetlights and buildings or enhanced traffic signal systems that can identify when a pedestrian is crossing a roadway. Other technologies, referred to as Dynamic Wireless Power Transfer (DWPT), could involve exploring options that can transmit electricity to charge electric cars while they are driving²³. Since the Town is responsible for the transmission and supply of electricity to its residents and businesses, there is potential to earn revenue from these types of technologies.

²³ [Coming Soon to France: Hundreds of Miles of Solar-Powered Roads](#), Julian Spector, CityLab, 2/9/16.

TOPIC AREA 10

GOVERNMENTAL COLLABORATION

Recommendation 10 a

Develop a Working Strategy among Wellesley's Residents, Business Community, Town Government, and the State

The resolve to plan the future of the Route 9 corridor needs to be the result of a working strategy among Wellesley's residents, business community, Town government, and the state. The recommendations outlined in this plan build the foundation for cooperative action based on continued involvement and collaboration. The working strategy will develop and advocate for recommendations as well as pursue funding opportunities.

Recommendation 10 b

Undertake a Comprehensive Public Outreach Campaign

To raise awareness of the importance to make successful and long lasting changes along the Route 9 corridor, a comprehensive and inclusive public outreach campaign is a crucial step. To help build support, a public outreach campaign should outline proposed programs, benefits to residents and businesses, and convey anticipated challenges.

Complete Streets

The Town of Wellesley should pursue steps to develop Complete Streets policies and programs. Complete Streets practices will assist the Town with advancing recommendations that will improve the Route 9 corridor outlined in the previous section. This section contains resources and identifies best practices to implement Complete Streets policies and programs.

According to MassDOT, a *Complete Street is one that provides safe and accessible options for all travel modes – walking, biking, transit and vehicles – for people of all ages and abilities. Complete Streets improvements may be large scale such as corridor wide improvements or focused on the needs of a single mode*²⁴.

The benefits of Complete Streets include:

- Improved Health
- Improved Safety
- Increased Economic Development
- Reduced Personal Transportation Costs
- Reduced Congestion
- Improved Environment and Air Quality
- Improved Connections

When implementing Complete Streets policies or programs, municipalities need to take into account not only vehicles but also pedestrians, bicyclists and public transportation access as part of the planning, design and operational procedures undertaken for construction or renovation of streets. It is important to note that many Complete Streets considerations are low-cost and may be as straightforward as restriping existing crosswalks or improving markings for all road users. Implementation of Complete Streets can promote and improve public health, reduce traffic congestion, make places safer and more livable, as well as reduce environmental impacts.

According to Smart Growth America/National Complete Street Coalition, a *Complete Streets approach integrates the needs of people and place in the planning, design, construction, operation, and maintenance of transportation networks. In doing so, streets become safer for people of all ages and abilities and better support overall public and economic health. Complete Streets redefines what a transportation network looks like, which goals a transportation agency is going to meet, and how a community prioritizes its transportation spending. The Complete Streets approach breaks down the traditional separation between planning and designing for driving, transit, walking, and bicycling*.²⁵

Massachusetts' Complete Streets Funding Program

Authorized by the 2014 Transportation Bond Bill, the Complete Streets Funding Program offers Massachusetts municipalities incentives to adopt policies that promote safe and accessible roadways. Specifically, MassDOT has initiated a funding program for cities and towns that have enacted Complete Streets policies. After attending a training and adopting a Complete Street policy, municipalities can apply for two funding sources: technical assistance to develop a prioritization plan (up to \$50,000) and construction funding (up to \$400,000, not including design as an expense). The two-year pilot program has been extended for five years in the state's 2017-2021 Capital Investment Plan.

²⁴ MassDOT Complete Streets Funding Program PowerPoint and Complete Streets Funding Program Guidance, 2015.

²⁵ The Best Complete Streets Policies of 2015, Smart Growth America/National Complete Street Coalition, p 1.

In addition to funding, MassDOT offers training and design guidance as part of this program. [MassDOT's Complete Streets website](#) and [interactive web portal](#) is designed to assist municipalities through the policy development, prioritization planning, and project approval steps of a Complete Streets application process. Moreover, a [Complete Streets Funding Program Guidance](#) document outlines program requirements, a model policy guidance and scoring system, in addition to types of eligible infrastructure. The [Complete Streets Funding Program Guidance](#) document describes the full requirements of the program, including guidance on best practices in Complete Streets Policy development and implementation.

According to the document, designing complete streets contributes toward the safety, health, economic viability and quality of life in a community by providing safer, more accessible and comfortable means of travel between home, school, work, recreation, and retail destinations for all modes. In sum, integrating Complete Streets principles in policy and practice helps to advance more livable communities.

The creation of Complete Streets encourages an active transportation lifestyle and is supported by the United States Centers for Disease Control and the Massachusetts Department of Public Health as a way to decrease obesity and reduce risk for chronic diseases (heart disease, arthritis, diabetes, etc.). Also inherent in the development of a Complete Street is meeting the most current accessibility guidelines outlined by the Americans with Disabilities Act (ADA) and the Massachusetts Architectural Access Board (AAB), which are upheld by Code of Massachusetts Regulations 521 (521 CMR).

Complete Streets improvements may be large scale, such as corridor-wide improvements that include a separated bicycle lane, new crosswalks and new bus stops; or small scale incremental improvements, such as a new bus shelter to encourage transit use. Other Complete Street project examples include improved street lighting, minor changes to traffic signal timings, new bicycle or pedestrian facilities, median refuge islands, or improved connection to transit.

The design of a Complete Street should be context sensitive and incorporate improvements or treatments that fit with the need and within the character of a community. The FHWA defines context sensitive solutions as a *collaborative, interdisciplinary approach that involves all stakeholders in providing a transportation facility that fits its setting. It is an approach that leads to preserving and enhancing scenic, aesthetic, historic, community, and environmental resources, while improving or maintaining safety, mobility, and infrastructure conditions.*

The following are considered eligible infrastructure elements as part of MassDOT's Complete Streets Funding Program. All of these elements have been identified as issues and opportunities as part of the Route 9 Phase 1 Enhancement Plan. These elements include:

Street lighting	ADA/AAB compliant curb ramps
Intersection improvements	Pedestrian buffer zones
Pedestrian signal timing	Pedestrian refuge islands
New sidewalks, sidewalk widening, and/or repairs	Crosswalks
New or improved crossing treatments at intersections	Accessible pedestrian signals
Pavement markings or signage that provides guidance for alternative modes	Designated bicycle lanes

Massachusetts' Complete Streets Policies

Adopting a Complete Streets policy is the first step in planning, designing, operating, and maintaining streets that are safe, convenient, and comfortable for all users and modes of travel²⁶. According to Smart Growth America/National Complete Streets Coalition, the *policy elements refine a community's vision for transportation, provide for many types of users, complement community needs and establish a flexible approach necessary for an effective Complete Streets process and outcome*. A Complete Streets policy directs decision-makers and stakeholders to consistently incorporate complete streets principles.

The Best Complete Streets Policies of 2015, a report prepared by Smart Growth America/National Complete Streets Coalition, reviewed and scored each Complete Streets policy adopted in 2015 and recognized 16 municipalities nationwide for Complete Streets policies. Seven of these municipalities were in Massachusetts. The seven municipalities, including links to their adopted Complete Streets policies, are [Ashland](#), [Framingham](#), [Longmeadow](#), [Lynn](#), [Natick](#), [Norwell](#) and [Weymouth](#). Framingham's and Natick's Complete Streets policies are also included in Appendix D. The table on the next page identifies all 27 Complete Street policies adopted in Massachusetts.

²⁶ MGL Chapter 90I, Section 1.

Complete Streets Policies Adopted in Massachusetts

MUNICIPALITY	ENACTMENT DATE	TYPE OF MEASURE	2010 POPULATION
1. Acton*	7/28/14	Policy Approved by BoS/PB	22,599
2. Beverly*	3/9/15	Policy Approved by CC	40,286
3. Boston*	N/A	Design Manual Guide	636,479
4. Cambridge*	1992-2013	Exists in Multiple Plans	106,471
5. Everett*	3/10/14	Resolution Approved by CC	42,567
6. Framingham*	1/6/15	Policy Approved by BoS	70,068
7. Holyoke*	12/16/14	City Ordinance	40,135
8. Lawrence	12/8/15	Policy Approved by CC	77,657
9. Littleton*	12/16/13	Policy Approved by BoS	9,132
10. Lowell	2015	Policy Approved by CC	108,522
11. Lynn	12/15/15	Policy Approved by CC	91,589
12. Marlborough	10/19/15	Policy Approved by CC	39,414
13. Maynard*	11/5/13	Resolution Approved by BoS	10,106
14. Middleton*	11/18/14	Policy Approved by BoS	8,987
15. Natick	3/23/15	Policy Approved by BoS	33,760
16. Northampton*	2005	Transportation Plan	28,549
17. Norwell	5/13/15	Policy Approved by BoS	10,574
18. Reading*	7/29/14	Policy Approved by BoS	24,747
19. Plymouth	5/7/13	Policy Approved by BoS/PB	56,468
20. Salem*	6/28/14	Policy Approved by CC	41,340
21. Somerville*	5/8/14	City Ordinance	75,754
22. Spencer	9/28/15	Policy Approved by BoS	11,766
23. Springfield	10/6/15	Resolution Approved by BoS	153,703
24. Stoughton*	10/7/14	Policy Approved by BoS	26,962
25. Waltham	9/18/14	Departmental Administrative Policy	61,918
26. Westwood	10/1/15	Policy Approved by BoS	14,876
27. Weymouth	11/9/15	Policy Approved by PB	55,419

POPULATION TOTAL: 1,939,262 (29.6% of state's 6,547,629 residents) *Cities in Bold*

* listed on the Smart Growth America/National Complete Streets Coalition website

CC = City Council — BoS = Town Board of Selectmen — PB = Planning Board

12/16/15

Source: MassDOT, Complete Streets Funding Program PowerPoint

Complete Streets Directives

MassDOT's [Healthy Transportation Policy Directive \(P-13-0001\)](#) and [Engineering Directive E-14-006](#) provide more specific guidance on Complete Streets design standards. Included in *Appendix E*, these Directives require MassDOT projects to be designed and built so that all MassDOT customers have access to safe and comfortable healthy transportation options at all MassDOT facilities and in all the services [MassDOT] provides, and add specific design requirements related to sidewalk presence, sidewalk width, and bicycle accommodation²⁷.

Illustrative Examples of Specific Complete Streets Components

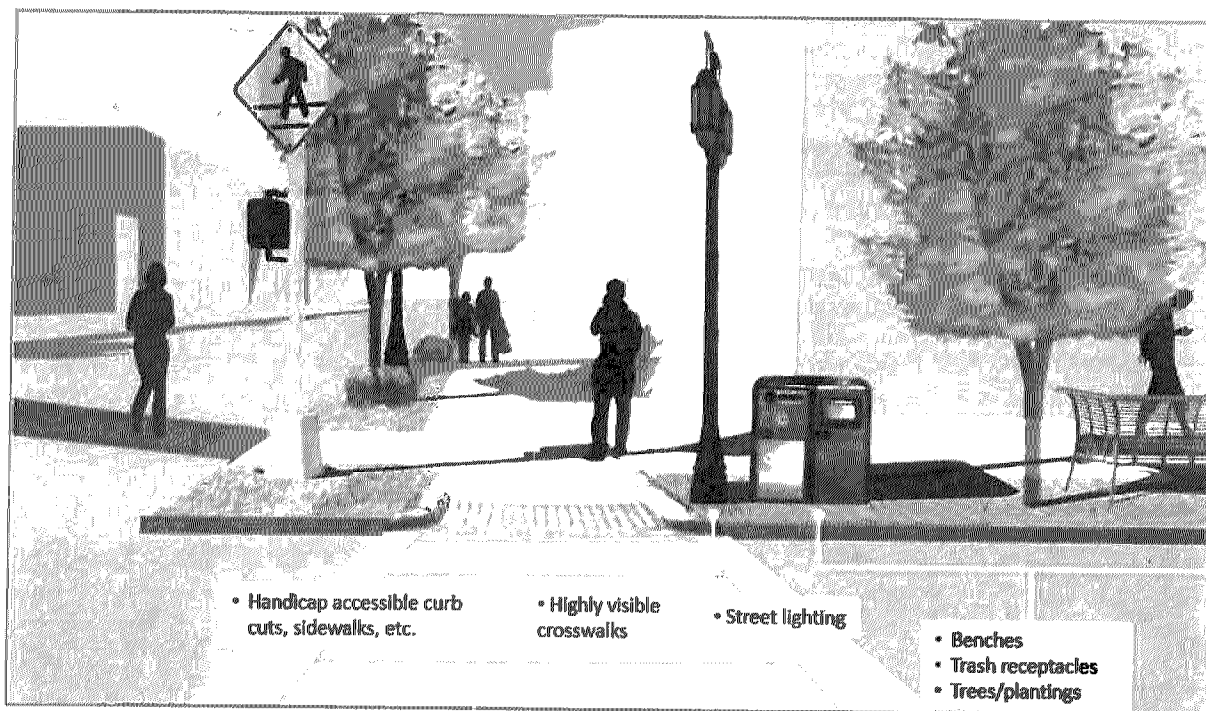
Below are renderings of roadway components that contain illustrative examples of Complete Streets improvements:

Massachusetts Ave in Arlington



Source: MassDOT, Complete Streets Funding Program PowerPoint

²⁷ Complete Streets Funding Program Guidance, MassDOT, 2015, p 1.



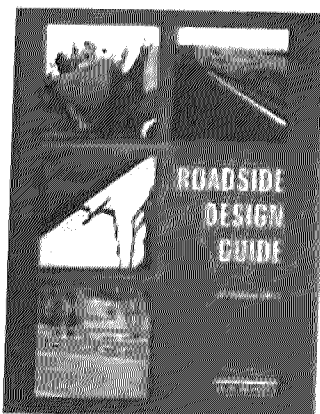
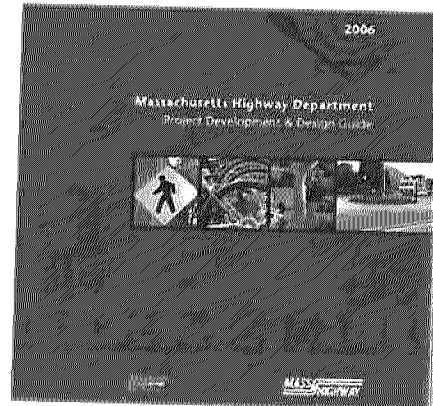
Source: MAPC

Complete Streets Resources

The design guidance, standards, and recommendations outlined in the following resources should be used in the implementation of Complete Streets and design/infrastructure changes along the Route 9 corridor.

Project Development and Design Guidebook, MassDOT, 2006

In 2006, MassDOT adopted a Complete Streets approach with the release of the Project Development and Design Guidebook and is the guiding design manual for roadway projects under MassDOT jurisdiction or oversight. The Project Development and Design Guidebook takes a flexible and accommodating approach to the construction and design of roadways in Massachusetts. By integrating multi-modal planning and design into every chapter, the Design Guide strives to support a transportation system providing seamless, functional and safe access for all users. The Design Guidebook explicitly incorporates community setting as a design factor, and supports early planning and coordination with all stakeholders to create safe and attractive roads.



Roadside Design Guide

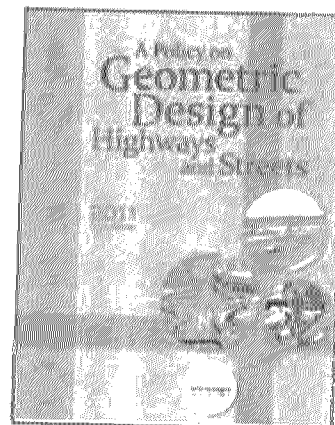
American Association of State Highway and Transportation Officials (AASHTO), 2011

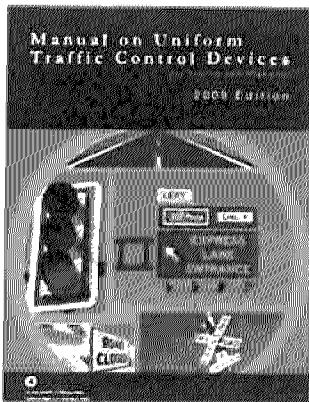
The Roadside Design Guide presents a synthesis of current information and operating practices related to roadside safety. The guide is intended to be used as a resource document from which individual highway agencies can develop standards and policies.

A Policy on the Geometric Design of Highways and Streets

American Association of State Highway and Transportation Officials (AASHTO), 6th Edition, 2011

Commonly referred to as the "Green Book," this manual contains the current design research and practices for highway and street geometric design. The document provides guidance for highway engineers and designers who endeavor to make unique design solutions that meet the needs of highway users while maintaining the integrity of the environment. The "Green Book" is also intended to be used as a comprehensive reference manual to assist in the administrative, planning, and educational efforts pertaining to design formulation.



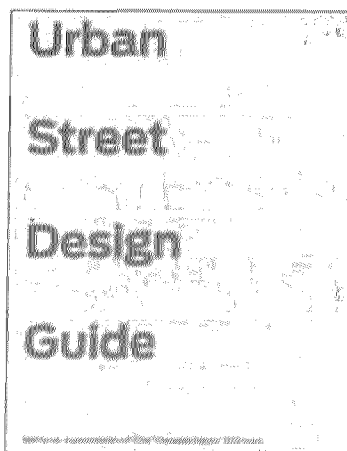
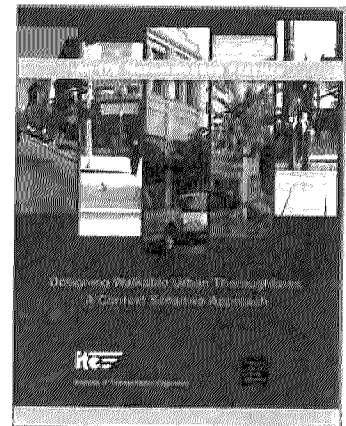


Manual on Uniform Traffic Design Control Devices
United States Department of Transportation Federal Highway
Administration, 2009

The Manual on Uniform Traffic Control Devices, or MUTCD, defines the standards used by road managers nationwide to install and maintain traffic control devices on all public streets, highways, bikeways, and private roads open to public traffic.

Designing Walkable Urban Thoroughfares: A Context Sensitive
Approach, Institute of Transportation Engineers (ITE), 201

Designing Walkable Urban Thoroughfares: A Context Sensitive Approach is a resource that provides guidance for practitioners to design major urban streets to support walkable and bikeable communities, compact development, and mixed land uses. The report includes chapters on incorporating context sensitive solutions into transportation planning and project development, specific design criteria, and case studies where these approaches have been successfully applied.

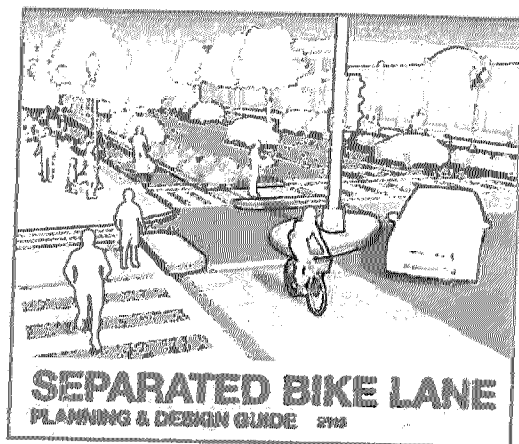
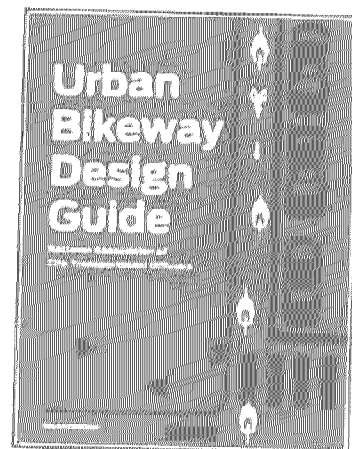


Urban Street Design Guide
National Association of City Transportation Officials (NACTO), 2013

The NACTO Urban Street Design Guide shows how streets of every size can be reimagined and reoriented to prioritize safe driving and transit, biking, walking, and public activity. The core principle that urban streets are public places and have a larger role to play in communities than solely being conduits for traffic is emphasized in the Design Guide. The Design Guide contains blueprints of street design from multiple perspectives, includes national studies from around the country, and provides guidance on how to implement best practices. Direction for municipalities seeking to improve street design to create more inclusive, multi-modal environments is also outlined in the Design Guide.

Urban Bikeway Design Guide**National Association of City Transportation Officials (NACTO), 2014**

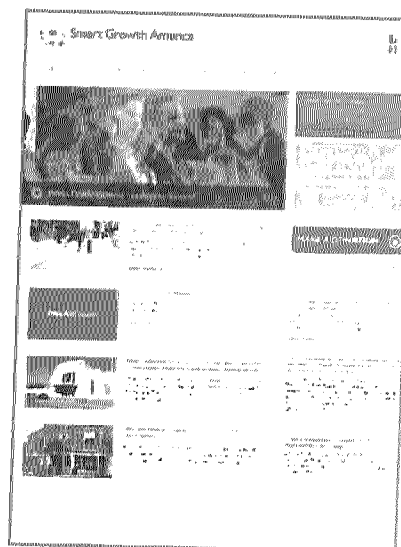
The purpose of the NACTO Urban Bikeway Design Guide is to provide cities with state-of-the-practice solutions that can help create complete streets that are safe and enjoyable for bicyclists. Three levels of guidance (required, recommended, and optional) are provided for each treatment outlined in the Design Guide.

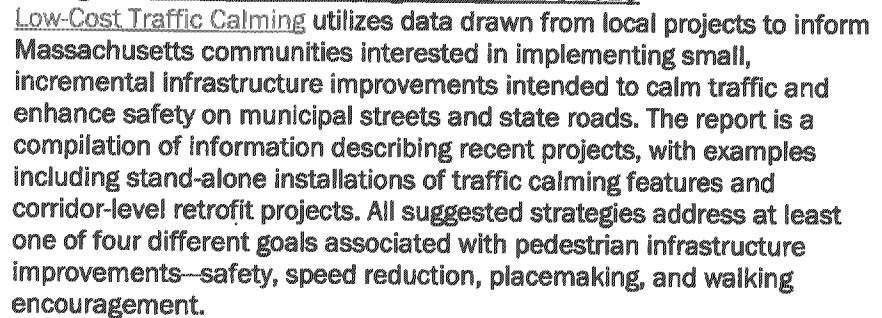
**Separated Bicycle Lane Planning and Design Guide, MassDOT, 2015**

In 2015, MassDOT released a Separated Bike Lane Planning and Design Guide. The Design Guide is a resource for considering, evaluating and designing separated bike lanes as part of a Complete Streets approach for providing safe and comfortable accommodations for all roadway users. The Design Guide provides a framework for determining when separated bike lanes are appropriate and feasible, presents design guidance for separation strategies, bike lane configuration, as well as considerations for transit stops, loading zones, utilities, drainage, parking and landscaping.

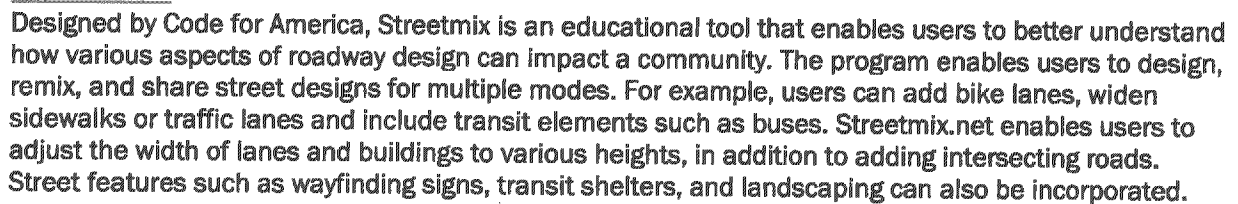
Smart Growth America/National Complete Streets Coalition Website

The Smart Growth America/National Complete Streets Coalition's website is a resource for municipalities looking to implement Complete Streets policies and programs. Specifically, the Complete Streets A-Z and Fundamentals pages contain comprehensive information.





Considered a national leading example, Boston Complete Streets provide a road map for retrofitting Boston's streets and sidewalks and include new street types, guidance on multimodal intersection design, the integration of transit and bicycling and sustainable and smart design solutions.



50

The Green Highways Partnership

The Green Highways Partnership (GHP) is dedicated to transforming the relationship between the environment and transportation infrastructure. The GHP serves as a voluntary public-private collaborative that advances environmental stewardship in transportation planning, design, construction, operations and maintenance while balancing economic and social objectives. The GHP was initiated by the US Environmental Protection Agency (EPA) and the Federal Highway Administration (FHWA) out of a realization that building safe, sound transportation systems and protecting and sustaining a clean and healthy environment were not mutually exclusive, particularly in light of their common denominator, serving the "public good." A number of publications, case studies, and media resources are located on the GHP website: <http://www.greenhighwayspartnership.org/index.php>

Recommendations for Regulatory Changes

This section reviews Wellesley's existing land use and zoning documents and develops recommendations for how the Town might implement changes to promote smart growth consistent with the community's goals in this corridor.

The starting point for the review is the Wellesley Comprehensive Plan 2007-2017 Update. This is the fourth Comprehensive Plan the Town has produced. Wellesley is currently preparing to update this Plan. Because of the timing, some of these recommendations may need to be confirmed as continuing community priorities. This was done for the 2007-2017 Plan, with the 1994 Plan providing the starting point to produce the goals and priorities for the current Plan.

The elements that will be considered in this section include recommendations for:

- Identifying smart growth redevelopment nodes along the Route 9 Corridor
- How smart growth redevelopment might be implemented in the identified nodes, to include other elements of the Comprehensive Plan such as housing affordability
- Streetscape and architectural design guidelines that would govern redevelopment of private properties along Route 9, including an illustrative example of elements

What is "smart growth"?

Smart growth is a relatively new term for what New England has done from the beginning: cluster compatible uses to conserve resources. As the Massachusetts Executive Office of Energy and Environmental Affairs Smart Growth website states:

Smart growth is development that protects natural resources, enhances quality of life, offers housing choices, reduces energy consumption, and improves municipal finances by considering the location, design and long-term costs of development²⁸.

Smart growth patterns exist in Wellesley: in Linden Street and Wellesley Square. It is not necessary to have a mix of uses (such as residential and retail) in a series of buildings. Smart growth embodies walkable neighborhoods within close proximity to pedestrian-scaled retail. A car is not necessarily required to go to a grocery store or pharmacy. Ironically, the current speeds and conditions of Route 9 frustrate the opportunities for some Wellesley residents to enjoy the existing smart growth nodes.

²⁸ http://www.mass.gov/envir/smart_growth_toolkit/pages/intro-to-SG.html

IDENTIFY SMART GROWTH NODES

The first task is to identify potential smart growth nodes along Route 9. A node in this report refers to location that is already developed, but that could be a candidate for re-development, and/or re-use. The land may have obsolete buildings, uses that are no longer viable, or be “underdeveloped” relative to newer development. To identify the nodes, MAPC started with the Comprehensive Plan goals and recommendations, and then reviewed existing zoning and land use.

The Comprehensive Plan 2007 – 2017 Update included these statements relevant to Route 9:

Land Use Recommendations:

- “Create a detailed Natick Gateway Plan, including gateway improvements, mixed use development overlay district; affordable housing, open space connections, streetscape and pedestrian environment, underground parking.”
- This area was also identified for town house or multi-family housing potential.
- “Complete the Cedar Street Commercial Area Plan, promote redevelopment with higher value buildings.”
- “Create mixed use development frameworks for commercial district sites with potential for housing and mixed use development in order to understand the options for appealing design alternatives.”

2005 Land Use Goals and Objectives

- Improve the appearance of town gateways that need enhancement
- Promote a mixture of land uses, including diverse types of residences in commercial areas

10 Key Comprehensive Plan recommendations that can shape Wellesley’s future:

- At the Natick line: “Encourage the creation of townhouses, condos, and multi-family housing types in commercial areas in order to create a mixed-use, mixed-income environment for residents who will support local businesses”.
- At the Newton line: “Study the potential for allowing additional development capacity in existing office parks in order to increase non-residential tax revenue if adverse effects on surrounding neighborhoods can be avoided.”

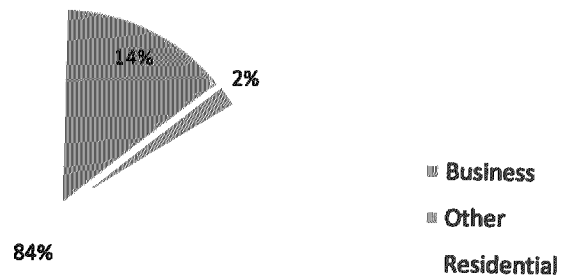
Zoning and Land Use Analysis

The corridor includes 318 parcels ranging in size from the Wellesley Town Forest (owned by the Water Department) at 272 Worcester Street (6.8 acres) to a Town-owned parcel on Cliff Road at 462 sq. ft.

As shown in the pie charts on the next page, the area is zoned and predominantly used for residences (84% of the parcels). The Route 9 Study Area is bookended by commercial development at the eastern boundary with the City of Newton and the western boundary with Town of Natick. Forty-five parcels are commercially zoned, from the Administrative and Professional uses in the vicinity of Routes 9/I-95 Interchange at the eastern gateway, and the Business and Business A Districts in the vicinity of Cedar Street and at the western gateway near Overbrook Street. There are three large town-owned parcels zoned for Conservation in the Study Area, the Massachusetts Bay Community College property zoned for

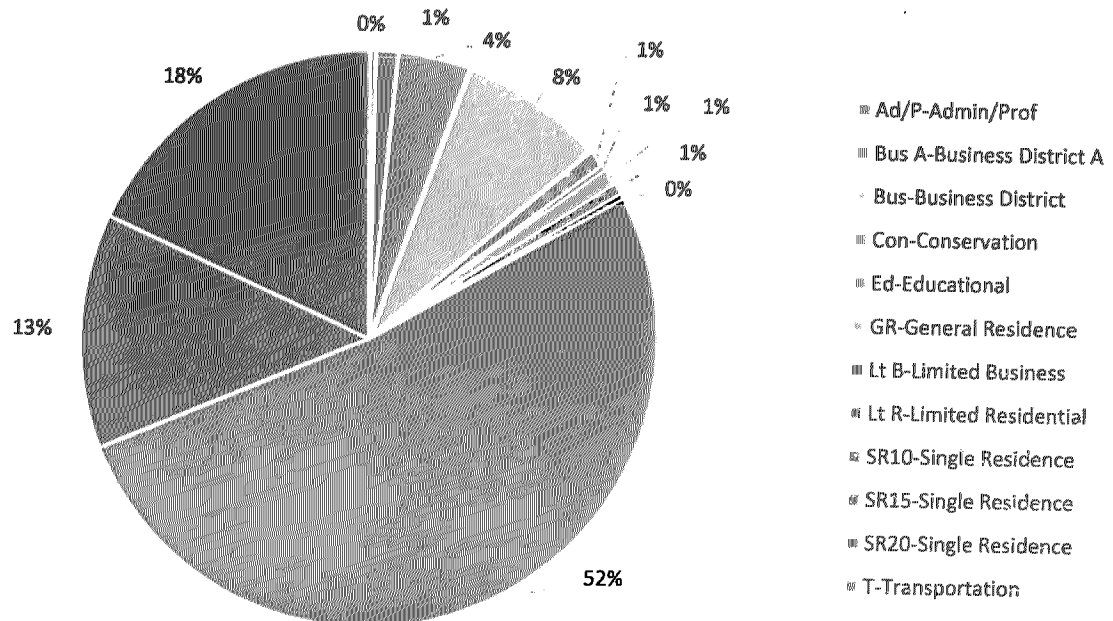
Education; a Massachusetts Bay Transportation parcel zoned for Transportation, and the vast majority zoned for Residential Use (269 parcels). The zoning matches the actual land use.

Wellesley Zoning Category



A more detailed analysis is shown below. The parcels are grouped by the specific zoning district they are in.

Wellesley Route 9 Zoning



As noted in the Comprehensive Plan, owners of commercial properties need to redevelop more often in order to stay competitive and attract customers. Once the commercial/residential break-down was confirmed, MAPC then mapped non-residentially-zoned parcels greater than 100,000 sf.

The 100,000 sf limit was selected because these parcels are large enough to be good candidates for development of a scale that could accommodate a mix of uses. MAPC then mapped these parcels along Route 9 of 100,000 sf or larger that are zoned for commercial uses, including Administrative/Professional; Business, Limited Business and Business A. These are shown in red on the accompanying map.

Non-Commercially-zoned parcels

MAPC also identified two other parcels over 100,000 sf of land: the National Guard Armory and Bay State College. We understand that the Armory is in active use and unlikely to become available in the near future. However, the Comprehensive Plan identifies Mass Bay Community College as a location that should be re-zoned to include a mandatory cluster zoning overlay. In the event part of the land is sold, the zoning would require buildings (presumably residential) to be clustered in order to preserve open space. The land is currently zoned as Education.



Analysis

The development at the interchange with Route I-95 is developed with newer and substantial office buildings. They are unlikely to be re-developed in the near term.

The best opportunities for smart growth development on Route 9 are in the Cedar Street area and at the boundary with the Town of Natick. This confirms the analysis from the last Comprehensive Plan.

FACILITATING SMART GROWTH

The second element of this section recommends ways in which to implement smart growth in the identified nodes. Consistent with the Comprehensive Plan, the western gateway is one node. The Cedar Street area is another.

Zoning

Zoning are the laws that regulate land use. Because they are adopted locally, there is great flexibility in how a community zones the land within its boundaries. This section evaluates potential changes to the Wellesley Zoning Bylaw in order to facilitate developing smart growth nodes at these two locations.

Define Mixed-Use

Currently, there is no definition of mixed-use in the Zoning Bylaw.

One definition MAPC suggests is:

Mixed Use

A combination of uses*, on the same lot, arranged vertically in multiple stories of a structure or horizontally adjacent to one another in one or more buildings.

The mix of uses shall be balanced and compatible and shall contribute to a vibrant pedestrian atmosphere, including a combination of ground floor street front uses such as retail, and restaurants.

Ground floors of buildings fronting streets or public access ways shall be reserved for non-residential uses, except as specified below:

Dwelling units shall be allowed on ground floors of buildings if:

- a) The building is set behind another building that has commercial uses on the ground floor.
OR
- b) The residential portion of the ground floor of a building is set behind street-front non-residential uses within the same building.

* Wellesley, could list uses it wishes to include in a mixed-use development.

Create an Overlay or Develop a New Zoning District

Wellesley has a lot of specificity in its zoning, including Educational and Conservation Districts. The Town may not wish to develop another specific zone. An overlay could be a preferred solution. An optional overlay would be at the property owner's choice. An optional overlay decreases the number of uses that would become lawful pre-existing non-conforming uses, but it may not create the incentive the community wants to spur the redevelopment of the identified areas.

As noted previously in the report, and in the Comprehensive Plan, the joint Framingham/Natick overlay for Route 9 is one example to review.

Are there existing Districts that could be modified to meet the goal?

Evaluating the zoning for existing districts that might form the foundation for the overlay is a sound approach because Town officials and local developers are familiar with the Zoning Bylaw.

There are two potential mechanisms: The Planned Development District (PDD) and the Residential Incentive Overlay (RIO). The PDD permits a mix of uses, but requires a minimum of 10 acres. This could be adjusted to 100,000 sf to capture parcels in the identified nodes. The RIO is an overlay that is tailored for residential re-use, but it has a 2 acre minimum. Additional uses could be added, or another overlay modeled after the RIO could be developed.

Considerations

If Wellesley decides to pursue re-zoning these nodes, the following issues need to be addressed:

1. Should we create an overlay or a new district for the nodes?
2. Can we modify an existing technique? RIO? PDD?
3. How do we define mixed use? What uses should be included?
4. Should use percentages (such as in PDD) be required, or should we let the market determine the mix?
5. Are there parcels within these nodes that the Town could envision as redeveloped solely for multi-family housing? Should a small number of housing units be allowed as of right?
6. Should we make sure we can qualify for 40R Housing density?
7. For the nodes, ensure that Inclusionary Zoning provisions apply, and consider increasing the required number.
8. Should we allow some townhouse development, particularly at the rear of the parcel, with retail in a separate building in the front of the lot? If so, should the definition be amended for more flexibility? Should we allow ground floor parking in the townhouses, particularly off of a larger lot where an access road separate from Route 9 exists, or could be constructed?
9. Should the height limit be increased to 45 feet to accommodate underground parking?
10. How should these projects be permitted? Special Permit by the Planning Board or Zoning Board of Appeal?
11. Could we include shared parking provisions and parking reduction for car sharing (Zipcar)?

Project Review

Wellesley requires several project review processes: Project Approval for all except one and two family dwellings (there is now a Large House Review). Within Project Approval there is Design Review and Site Plan Review as well as requirements for Projects of Significant Impact. The Town should consider revising and re-writing the process for clarity. A combined Site Plan and Design Review could simplify the review and address all site and design issues comprehensively. Also, include the Drainage Review with Site Plan Review.

STREETSCAPE AND ARCHITECTURAL GUIDELINES

It has been MAPC's experience that most communities desire mixed use developments, at least in areas served by transit and/or in traditional town centers. It really is a "return to our past." Once a community decides to create a mixed use bylaw, and settles on uses and dimensions, the real concern becomes "What will it look like?" There is almost a universal desire to have new mixed use developments respect the best of what the community offers architecturally. Wellesley is no exception, but the Town goes further to emphasize design as a key development element, both in its Comprehensive Plan and in its zoning.

MAPC evaluated the existing Wellesley Design Guidelines, consistent with the Comprehensive Plan goal of creating design guidelines tailored to specific neighborhood areas.

REVIEW OF CURRENT DESIGN GUIDELINES HANDBOOK, TOWN OF WELLESLEY, NOVEMBER 9, 1989

Community Character

In the review of community character, the current Design Guidelines identify four commercial areas which are part of the Route 9 Corridor. Two of these commercial areas have been identified as smart growth nodes.

- **Worcester Street at the Natick Town Line** is a small commercial area at the Natick town line on Route 9 characterized by buildings and signage oriented to vehicular traffic. Buildings are set back from the street with parking lots located in front, to the side, and in the rear. Larger signage is allowed for businesses fronting Route 9 because the Town recognizes that this differs in orientation from the others discussed. Facades exhibit a variety of materials and styles, with most buildings constructed during the 1950's and 1960's. There is limited pedestrian traffic and the business have provided minimal on-site landscaping. This business area merges with a larger one with a similar character in Natick, forming a long strip of business activity on Route 9.
- **Worcester Street at Cedar Street** is a mixed commercial center at the intersection of Route 9 and Cedar Street that contains a variety of uses including medical offices, automobile dealerships, and general office uses in a mix of building styles of various ages that appears to lack an overall definitive character. Most are oriented to Route 9 traffic and although surrounded by residential uses, do not serve neighborhood shopping needs. The area is adjacent to the Rosemary Brook Town Forest.

Character Summary

- Town dominated by residential character.
- Village scale of older commercial areas is compatible with residential uses.
- Encourage use of existing landforms and landscaping to enrich open spaces and screen and enhance parking lots and buildings
- Creatively blend proposed buildings into surroundings.
- Proposed signage conforms to the scale and character of the building and the Town.
- Intent is not to prescribe styles of architecture or signage.

Design Criteria Comments

In terms of the categories and organization of the current Design Guidelines, the Guidelines could be refocused to address the following for Route 9 nodes:

Current Design Criteria**Preservation and Enhancement of Landscape**

- Expand guidelines for expectations of pedestrian connections and crossings – within and from all parking areas to building entries, between adjacent properties, to Route 9 frontage where sidewalks exist.
- Expand guidelines for integration of bicycle amenities.
- Most successful commercial property design in the nodes today can be described as large pockets of parking set within an overall landscape punctuated by the buildings – an example of this approach is the Sun Life Financial property. Less successful site designs are paved indiscriminately with no definition of parking area, building entry, service area, landscape, plazas or other open space or amenities.

Relation of Buildings to Environment

- Current guidelines are focused on a sense of scale that relates to the surrounding neighborhood, this is not likely appropriate given the likely scale of commercial redevelopment on Route 9 – creating visual buffers through robust landscaping may be more appropriate than limiting scale to that of surrounding single family residential.
- Expand guidance to reinforce relationships between adjacent parcels, buildings and parking lots. Often, patterns on adjacent parcels have no relationship to one another and are even fenced off from one another. Create relationships between adjacent uses and reinforce the ability to walk from one parcel to another, without having to reenter Route 9 in a car.

Open Space

- Expand guidance relative to the provision of small parks or open spaces – where they should be positioned, relationship to buildings, parking, pedestrian connections, Route 9 frontage.
- Discussion potential function of open spaces – potential amenities, bicycle storage, lighting, public art, etc.

Signs and Advertising Devices

- Sign visibility and building visibility from Route 9 is one of the major reasons why landscaping is so limited at Route 9 frontages in commercial nodes – signage guidelines could create a balance between signage in the frontage that is integrated with landscaping and tree-lined buffers that allow for business visibility, but continue a more consistent tree cover as found in adjacent residential neighborhoods.
- Directory signage for multi-tenant properties or shared signs between adjacent properties.
- Define different approaches for Route 9 signage, building signage oriented to parking areas or pedestrians and on-site wayfinding and directional signage.

New Design Criteria

Site Frontage

- The relationship of buildings and sites to Route 9 – and the incremental adaptation of Route 9 frontage – do not orient buildings to Route 9 frontage, create landscape buffer, bring pedestrian connectivity and walkability into the depth of a site, connecting parking areas and building entries
- Current guidelines do not define design expectations for curb cuts and vehicular access into the site from Route 9 or adjoining connections to adjacent parcels apart from Route 9.
- The residential portions of Route 9 are defined by old growth trees overhanging both sides of the highway with homes hardly visible from Route 9, setback and accessed via side streets off of Route 9; Commercial zones are often paved from property line to property line with hardly any tree frontage.

Site Design

- Current guidelines do not define site design expectations and the urban design relationships between street, building, active frontage, open space, parking and landscape.

Maximizing Use/Circulation

- The adaptation of sites that have already been developed to improve visual appeal and pedestrian environment.
- Current guidelines do not define design expectations for structured parking.
- Current guidelines do not define design expectations for multi-modal circulation internal to a site or across abutting sites.
- Current guidelines do not define expectations for shared parking.

Fencing

Currently, many fences along the Route 9 corridor are falling down and are made of disparate materials. Design Guidelines should call for consistently designed residential fences that address height, style, materials, and maintenance. Wellesley should also consider the requirement of a permit prior to the installation or repair of a fence or wall.

The City of Pomona, California has developed a handout that addresses fences and walls within residential zones. The handout, included as *Appendix F*, outlines fence and wall permit requirements, prohibited materials, height requirements, design standards, as well as maintenance and repair.

EXAMPLE OF NODE REDEVELOPMENT

As described in the community character section of the Design Guidelines, the predominant character of Wellesley is residential. Along the Route 9 corridor, this majority land use is evident and is associated with a relatively consistent and canopy of trees and old growth trees that line both sides of Route 9. The aerial photograph below shows this type of pattern. It is a very pleasant frontage along Route 9. The characteristic trees of the residential portion of the Route 9 corridor are starkly missing from the commercial nodes and the transition into the nodes is marked by this absence of greenery. One of the commercial nodes at the town line with Natick is shown below and highlights this contrast.

An approach that could impact the overall look and feel of the Route 9 corridor in Wellesley would be to even this stark contrast, by adding more landscape, specifically trees, to the commercial nodes. While certainly this addition needs to be balanced with the often contrasting needs of business visibility and vehicular circulation, the frontage of the commercial nodes could be dramatically improved through a reconsideration of the approach to site access, signage and landscaping as highlighted in the comments about the Design Guidelines below.

This type of approach to Route 9 frontage for non-residential property could be piloted at the new Recreation Center. The design could include a modest sign at Route 9, near the site entry that is integrated with a robust landscape at the property frontage that includes many trees. The site plan would then be more internally oriented to provide convenient parking, pedestrian access and a building orientation that defines a building entry plaza and other small open spaces with amenities.

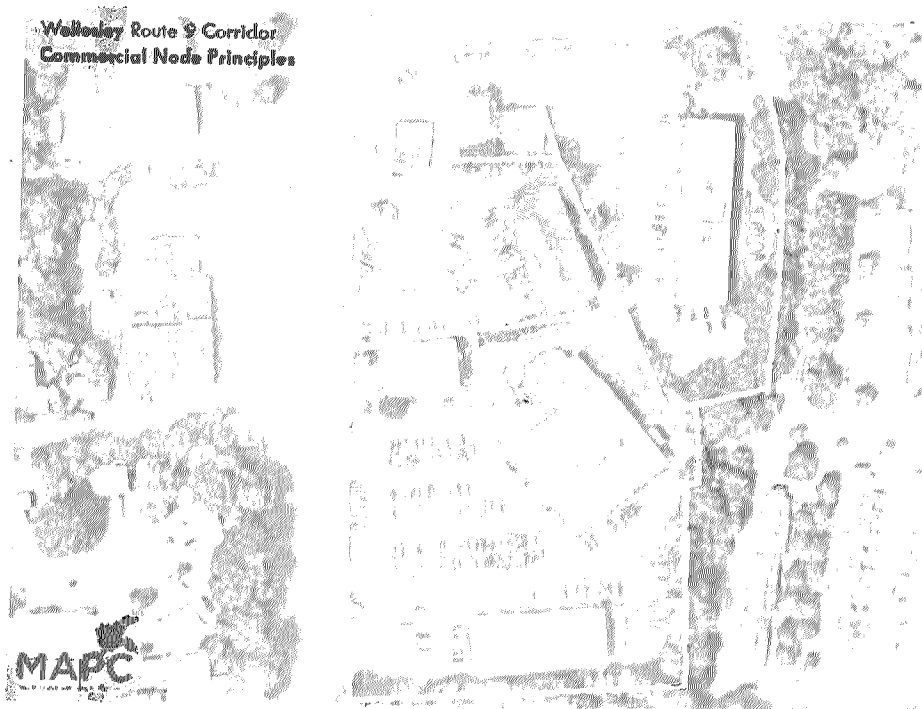
A Google Earth snapshot of Route 9 in Wellesley in a predominantly residential portion of the corridor:



A Google Earth snapshot of Route 9 in Wellesley of a commercial node and the stark contrast of less trees and more paving and parking at the frontage of Route 9:

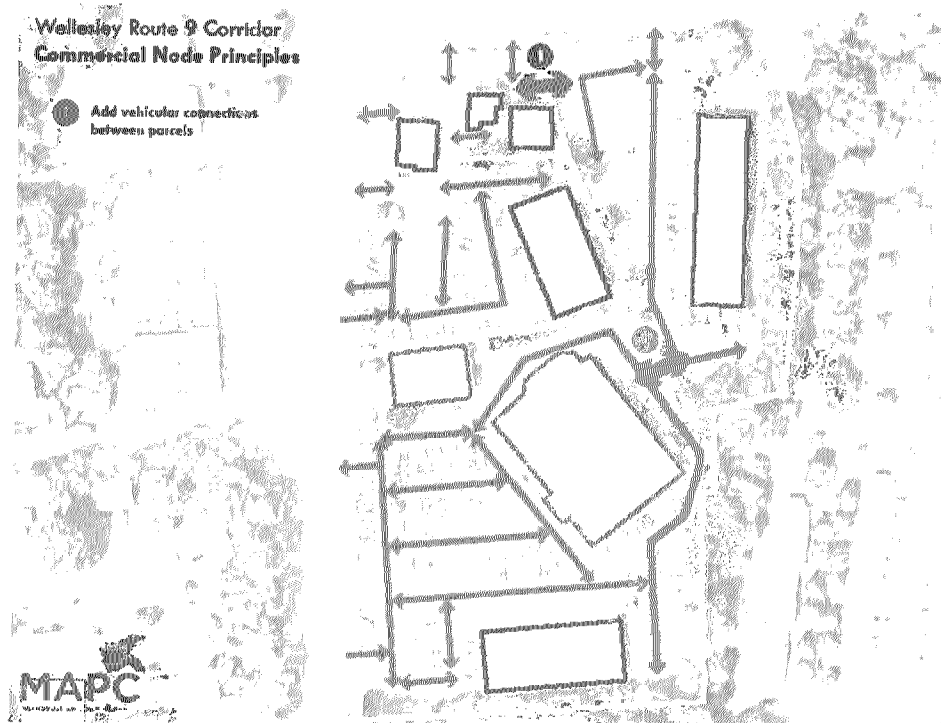
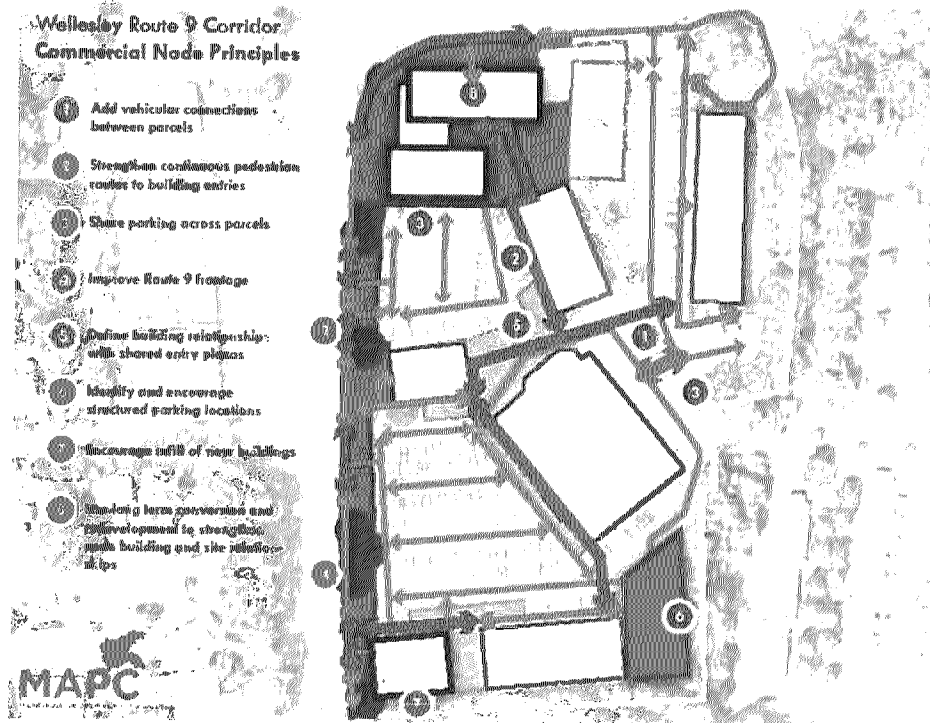


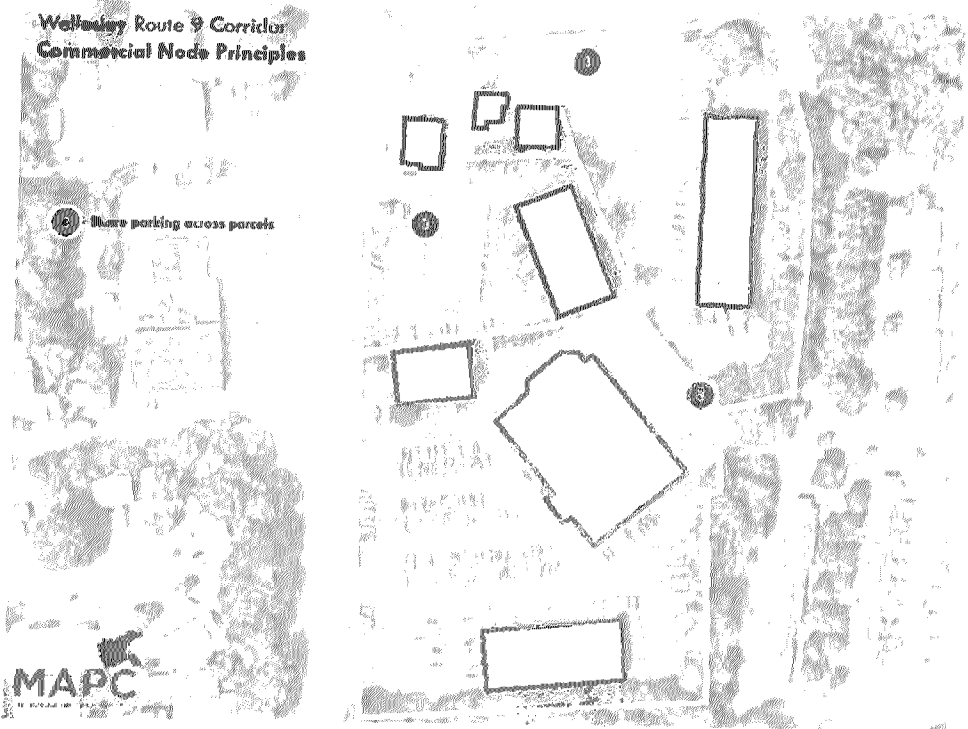
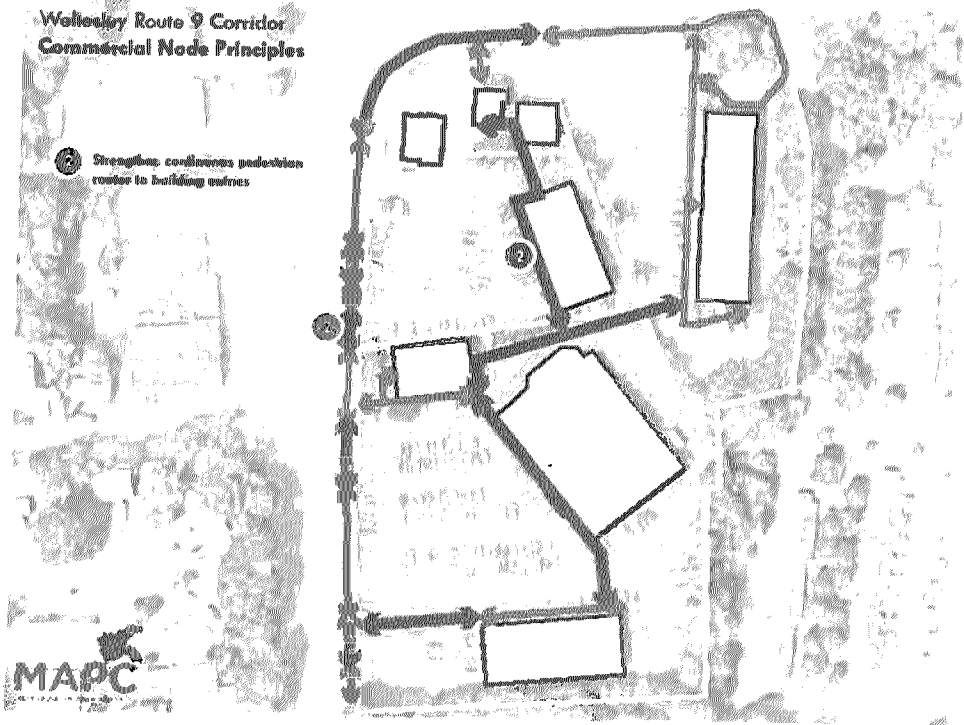
MAPC also created the following to illustrate redevelopment at the Cedar Street node. The first picture is existing conditions:

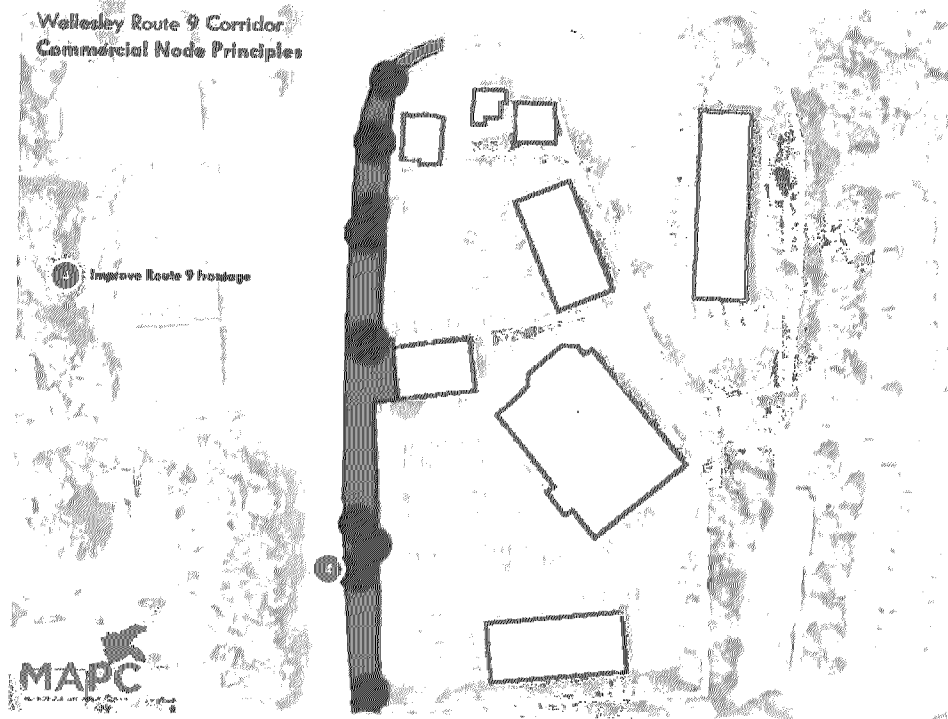


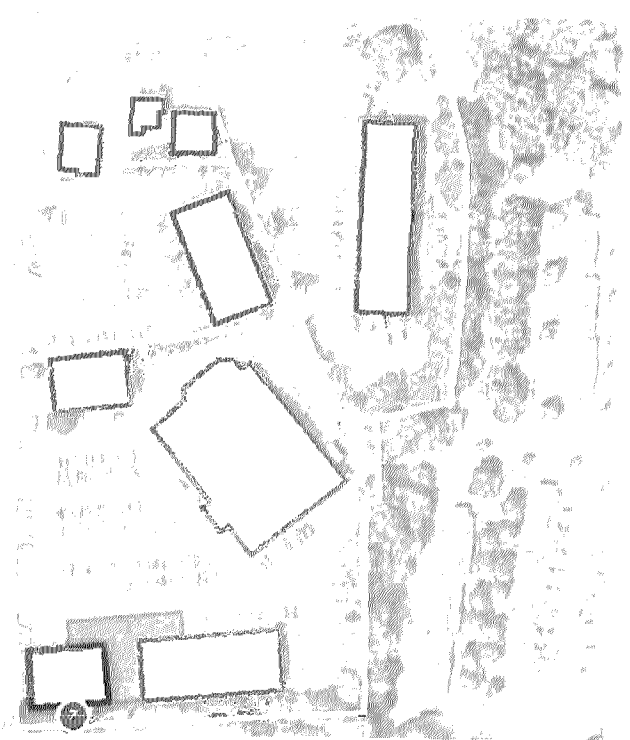
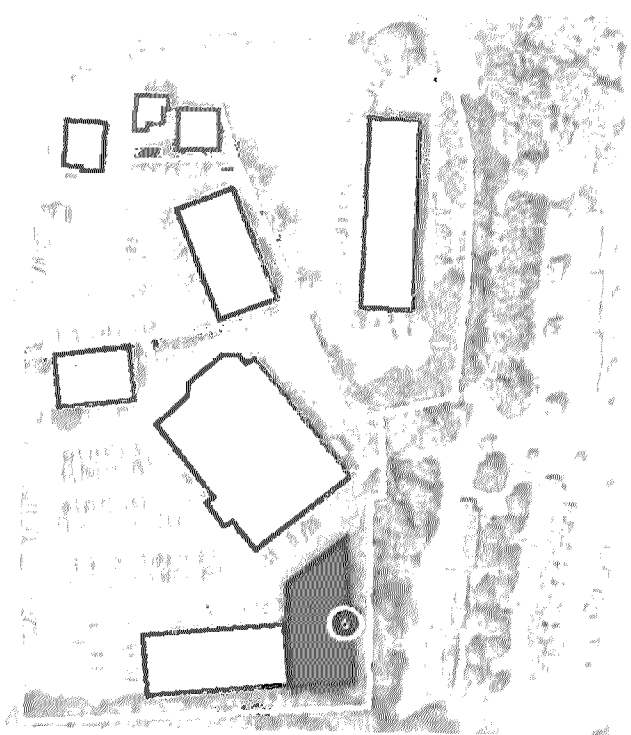
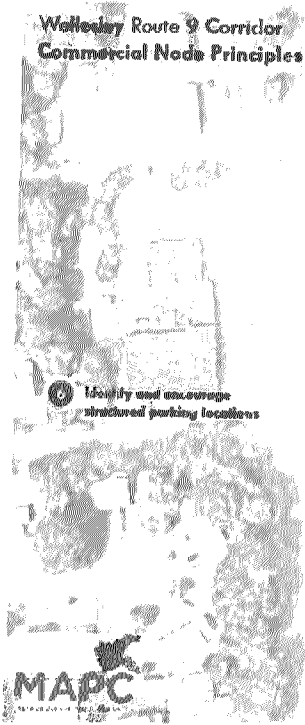
Next are a series of graphics illustrating how the above site could be successfully redeveloped using the design guidelines previously discussed. The first graphic combines all the techniques; it is followed by illustrations showing the individual strategies.

Eight techniques or strategies are illustrated:











Appendices

Appendix A

Designated Speed Limits for Route 9

Appendix B

**Town of Natick - Landscaping and Operations & Maintenance Plan
and Highway Overlay District**

Appendix C

**Town of Framingham – Planning Board Decision and Highway
Overlay District**

Appendix D

Complete Streets Policies

Appendix E

Complete Streets Directives

Appendix F

City of Pomona – Fences, Walls & Arbors on Residential Streets

6. Discuss Annual Town Meeting Articles

Discussion of Citizen Petition – Article 42 Placement of Trash Receptacles

We have invited Mr. Himmelberger to attend the meeting to discuss with you the intent between his citizen's petition to restrict the placement of trash and recycling containers that residents put out for private trash hauler with which they contract.

(Language from Warrant)

Prohibit the placement out doors of trash and trash receptacles visible from any public or private way unless the trash or trash receptacles are located within 3 feet of the property owner's building or garage, and further that the trash and trash receptacles are removed from view from all public and private ways within 30 hours after first being placed outside. The foregoing regulated activity shall not apply to construction trash or debris resulting from construction for which a building has issued and is in force, nor for dumpsters containing 10 or more cubic yards capacity so long as the dumpsters are not on site for more than 30 days. Any person violating this bylaw shall be liable to the Town in the amount of \$50.00 for the first violation and \$100 for each subsequent violation.

There is no motion required under this discussion item. The Board could determine whether they would want to endorse or support the article.

*If you determine to endorse the article the motion would be:

MOVE to endorse the Citizen Petition to amend the Town Bylaw under Article 42. Placement of Trash Receptacles.

Discussion – Proposed Demo Delay Bylaw Articles 40 and 41

As a follow up to the Board's meeting on January 17th, this item is on the agenda for the Board to discuss further your thoughts on this bylaw and request for additional part time staff (0.5 FTE) prior to Town Meeting.

There is no motion required under this discussion item. The Board could determine whether they would want to endorse or support the articles.

*If you determine to endorse the articles the motion would be:

MOVE to endorse the Historical Commission's article to amend the Town Bylaw under Article 40. Demolition Delay and to endorse the request for additional part time staff under Article 41. to administer the new bylaw.

2017 Annual Town Meeting Warrant Articles

	Description	Sponsor	Present (Respond)
1	Choose Moderator & Receive Reports	BOS	Marjorie
2	Town-Wide Financial Plan & Five Year Capital Budget Program	BOS	Blythe
	Appropriations - Operating and Outlay		
	Consent Agenda - Simply Majority vs 2/3		
4	Amend Job Classification Plan	BOS	Tom
5	Amend Salary Plan - Pay Schedule (including union contract settlements)	HR	(Ellen)
6	Set Salary of Elected Official	HR	(Ellen)
7	FY17 Budget Supplemental Appropriations	BOS	Ellen
8	Omnibus Budget and Capital (FY18)	BOS	Marjorie
9	Special Injury Leave Indemnity Fund	BOS	Blythe
10	Special Education Reserve Fund	BOS	Ellen
11	Authorize 1+ new Revolving Funds* (new equip replacemt and copier library)	BOS	Ellen
12	Water Program	BOS	Beth
12	Sewer Program	BPW	(Tom)
14	Electric Program	BPW	(Tom)
	Appropriations - Special Capital Projects	WMLP	(Tom)
15	LED Streetlight Project		
16	Community Preservation Fund Appropriations	WMLP	(Jack)
17	Design Funds - Town Hall Envelope Restoration Project	CPC	(Jack)
18	School Security Project Construction (2 Projects- Need funds FY17)	BOS	Marjorie
19	Reconstruction of Cliff Road	SCH	(Marjorie)
20	Fire Station Floor	BPW	(Beth)
21	Hunnewell Field Maintenance/Restroom Facility Project	BOS	Jack
	Street Acceptance	BPW	(Jack)
22	Granite Street		
	Authorizations	BOS	Tom
23	TPC - Approp avail funds, rescnd debt, assoc with TPC, Name Tolles Parsons Center	COA/BOS	Marjorie
	Accept/Abandon Easements	BPW	(Beth)
	900 Worcester Street Lease and related zoning changes		
26	Fourth Amendment to Linden Square Development Agreement	BOS	Elen
27	Transf Inclusionary Zoning Funds to WHDC (978 Wrcstr & 576 Wshngtn)	BOS	Marjorie
28	Property Acquisitions at WHS and Schofield School	BOS	Ellen
29	OPEB - Amend Special Legislation - Ch. 88 of the Acts of 2004	BOS	Tom
	Amend Zoning Bylaw		
30	Recreational Marijuana		
31	As of Right Solar Zoning (Green Communities)	BOS	Jack
32	Large House Review TLAG Definition Amendments	SEC	(Ellen)
33	Educational District Amendments	PB	(Marjorie)
34	Rezoning of NRC Properties - Phase 2	PB	(Ellen)
35	Amendment of Conservation Districts Bylaw	PB	(Jack)
36	Zoning Map Corrections	PB	(Jack)
37	Outdoor Lighting Bylaw	PB	(Tom)
	Amend Town/General Bylaws	PB	(Ellen)
38	Article 14 - Permanent Building Committee / 14.9		
39	Article 14 - Permanent Building Committee	PBC	(Jack)
40	Article 46C - Historic Preservation Demolition Review	BOS	(Jack)
41	Historic Preservation Demolition Review administration	HC	(Marjorie)
	Citizen Petitions	HC	(Marjorie)
42	Amend TBL Outdoor Trash Placement		
43	Amend ZBL - Prevent Mansionization	Citizen	(Tom)
	General	Citizen	(Tom)
44	Rescind or Transfer Debt; Appropriate Premiums		
	Indemnify Town Employees/Officials	BOS	Beth
	Expenses Incurred Prior to July 1, 2016	BOS	Beth
47	Settle Claims	BOS	Jack
48	Disposal of Property	BOS	Beth
49	Appoint Fire Engineers	BOS	Beth

* Consent Agenda

TODAY

7. Old/New Business

Other Documents:

The Board will find documents the staff is not seeking action on, but is for informational purposes only. Please find the following:

*Metco Event – February 9th

* MAPC Letter – Need to formally reappoint a BOS representative.

Wellesley METCO

Conversation on Race

Thursday, February 9, 2017

7:00pm – 9:00pm Wellesley High School

Celebrating 50 years of Wellesley METCO



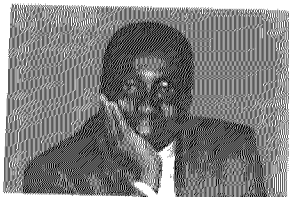
Event Schedule

Welcome and ice breaker

Introduction Kalise Wornum, Director of
Wellesley METCO K-12

Keynote address Rev. Dr. Pashington
Obeng, Wellesley resident of 29 years,
Associate Minister at Wellesley Hills
Congregational Church and Professor of
Africana Studies at Wellesley College

Table conversation and dialogue with
current students, parents, faculty and other
participants



Please RSVP to WorldofWellesley@yahoo.com by 2/8

Everyone is welcome to attend this coming together of
community leaders, neighbors, educators, students, and parents
to learn and build community.

Please RSVP to WorldofWellesley@yahoo.com or 781.591.9435



SMART GROWTH AND REGIONAL COLLABORATION

January 17, 2017

Marjorie Freiman, Chair
Board of Selectmen
Town of Wellesley
525 Washington Street
Wellesley, MA 02482

Dear Ms. Freiman:

The position of Wellesley's representative to the Metropolitan Area Planning Council (MAPC) **expired on June 30, 2016**. It is my hope that the Town will continue its participation on the Council by appointing a representative for a three-year term, and I have outlined this process below.

In accordance with the provisions of Massachusetts General Laws, Chapter 40B, Section 24, when the term of an appointed member expires, his/her successor shall be appointed **for a term of three years**. This term should commence on the date of appointment and must comply with the statute in order to be considered valid.

We recommend that the Town select an elected or appointed official or resident who can effectively represent Wellesley's interests in the region, and who will appropriately report back to the Town on MAPC's projects and policy priorities.

In keeping with MAPC's ongoing efforts to diversify our staff and members of the Council, we always appreciate it if an appointing authority can give due consideration to candidates who might help MAPC to more accurately reflect the population of our region.

Please be aware that in the capacity of Council representative, individuals hold a statutory office and are considered to be special state employees within the meaning of various statutes, including the Conflict of Interest Law.

This is an exciting time for smart growth and regional collaboration and MAPC is rising to the challenge:

- We are working with municipalities, state agencies, and allied organizations across the region to implement our regional plan for sustainable development, *MetroFuture: Making a Greater Boston Region*. Various programs from HUD, the EPA, and the Commonwealth have provided us with resources to bolster our work to achieve the bold goals of the *MetroFuture* plan.
- MAPC provides top-notch technical assistance to its member communities – drafting zoning bylaws, preparing applications to state government, helping communities to prepare for

-2-

natural or man-made disasters, protecting water supplies, establishing 40R or 43D districts, etc. Often, MAPC can cover all or part of the costs of these efforts.

- The Council has an active legislative agenda, overseen by its Legislative Committee. Currently, for instance, we are actively engaged in efforts to expand funding for the Community Preservation Act (CPA), to reform the state's antiquated zoning and subdivision laws, and to enhance the ability of municipalities to regionalize service delivery.
- As vice chair of the region's Metropolitan Planning Organization (MPO), we play an active role in making sure that the voice of our member communities is heard in state deliberations on transportation policies and capital projects.
- We continue to assist communities in the bulk purchase of goods and services – everything from fire trucks to office supplies. Buying as a group keeps the price low and helps to ensure quality products and services.

You can learn more about MAPC's ongoing activities by consulting our website, www.mapc.org, or you can follow us on Facebook or Twitter.

MAPC takes pride in playing a critical role to promote sustainable growth and inter-local cooperation across the region. We value Wellesley's involvement in deliberations about the region's physical, social and economic condition, and we need your participation. We look forward to the involvement of your new appointee.

I would also like to point out that the Town has the option of appointing an Alternate member to serve conterminously with the term of the Representative. Details on this process are enclosed with this letter. The Alternate member can vote at all Council meetings on behalf of the Town in the absence of the Representative.

Please address any questions regarding the appointment process to Thomas Hauenstein, Operations Manager, at (617) 933-0772 or thauenstein@mapc.org. Or, if you have broader questions about the role of MAPC and its Council members, feel free to call me directly at (617) 933-0701, or contact me by email at mdraisen@mapc.org. Thank you for your attention.

Respectfully,



Marc D. Draisen
Executive Director

Date:

Mr. Marc D. Draisen, Executive Director
Metropolitan Area Planning Council
60 Temple Place, 6th floor
Boston, MA 02111

Dear Mr. Draisen:

Sample:

In accordance with the provisions of Massachusetts General Law, Chapter 40B, section 24, I
hereby appoint _____ as the Town of _____'s representative to the Metropolitan Area
Planning Council. Said appointment shall be for a term of three years from the above date.

**If the Town chooses to name an Alternate Representative: [note: term of office for Alternate
must be for the same 3-year term as the term for the Representative]**

In accordance with the provisions of Massachusetts General Law, Chapter 40B, section 24, I
hereby appoint _____ as the Town of _____'s Alternate representative to the Metropolitan
Area Planning Council. Said appointment shall be for a term of three years from the above date.

Sincerely,

Chairman, Board of Selectmen/ Town Administrator/ Manager

