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TOWN OF WAYLAND

41 COCHITUATE ROAD
WAYLAND, MASSACHUSETTS 01778

BOARD OF SELECTMEN

LEA T. ANDERSON
MARY M. ANTES
LOUIS M. JURIST
CHERRY C. KARLSON
DOUGLAS A. LEVINE

Board of Selectmen

Meeting Minutes

January 28, 2019

7:00 p.m.

Wayland Town Building
Selectmen's Meeting Room
41 Cochituate Road, Wayland

Attendance: Lea T. Anderson, Mary M. Antes, Cherry C. Karlson, Louis M. Jurist (arrived 8:10pm), Douglas A. Levine (left meeting at 8:53pm)

Also Present: Town Administrator Louise Miller, Assistant Town Administrator Beth Doucette

A1. Call to Order by Chair L. Anderson called the meeting of the Board of Selectmen to order at 7:00 p.m. in the Selectmen's Meeting Room in the Wayland Town Building when a quorum was present, noted that the meeting will likely be broadcast and videotaped for later broadcast by WayCAM, and reviewed the agenda for the public.

A2. Announcement and Public Comment Residents should have received their census. M. Antes noted that it is important to fill it out and return it because if you don't for two consecutive years you will be removed from the active voting list. There will be a theater concert on Thursday night at the High School at 8p.m. Saturday is the Chinese Lunar New Year celebration from 2p.m.-5p.m. at the High School.

George Harris, Holiday Rd., expressed his concerns and opinions about the number of OML complaints brought against the Board.

Molly Upton, 23 Bayfield Rd., said she hopes the BoS give a lot of thought to the ballot vote in April regarding the separation of some of the large capital project articles.

A3. Liquor License: Hearing for New Sandy Burr, Inc. of Wayland regarding their request for a change in corporate name and a change in their All-alcoholic Liquor License classification for their 103 Cochituate Road premises L. Anderson opened the hearing at 7:12p.m., reviewed the hearing notice and protocol and noted the absence of the applicant. She asked if anyone in the attending public had any comments or questions.

B. Song, 106 Cochituate Rd., wanted to understand what the negative impacts of the liquor license might be to the neighborhood. C. Karlson explained her understanding is that there will be no change to the business; they are going from a seasonal to a full year liquor license which better represents how the company operates now, and they are changing their corporate name. B. Song was concerned they were applying for a new license and appreciated the Board's answers.

C. Karlson moved, seconded by M. Antes, to continue the hearing to 7:30p.m. on Monday, February 4th. YEA: L. Anderson, M. Antes, C. Karlson D. Levine. NAY: none. ABSENT: L. Jurist. ABSTAIN: none. Adopted 4-0.

A4. Finance Committee ATM Article Workshop (in the COA) The Board moved to the Council on Aging room to attend the Finance Committee's ATM Article Workshop. L. Jurist entered the meeting during the Workshop (8:10pm).

The Board returned from the ATM Article Workshop at 8:53pm. D. Levine left the meeting at the conclusion of the Workshop.

A6. Presentation of Fiscal 2019 Debt Report and Debt Financing Plan Finance Director B. Keveny and Town Administrator L. Miller came before the Board for the Presentation of the FY19 Debt Report and FY20 Financial Debt Plan. The Finance Committee attended the presentation. The PowerPoint presentation included financial information including current debt position, the proposed/approved capital projects, fiscal year 2020 debt financing plan, and the levy limit and unused levy. The long-term capital plan is still being developed; this presentation focuses on the FY20 plan.

B. Keveny discussed bonds payable and committed debt. Bonds payable as a percent of full valuation is at 1.5%; the goal is to be at about 0.75% for a Aaa rated town. The projected pay down rate of current debt by FY2030 is 77%. B. Keveny said that's very good and, if the Town never borrowed again, the town would pay off most of its debt in 10 years. He also discussed authorized and unissued debt, briefly naming some of the projects that have been authorized but not started/finished and then FY 2020 approved and proposed capital projects. He also listed all the future capital projects that would be borrowed (proposed), which totaled \$13.7M.

B. Keveny went through the steps of the Debt Financing Plan, including the issuance of BANs in May 2019 and issuing municipal bonds in either November 2019 or February 2020. He also discussed estimated debt and bonds payable, excluded and levy funding, and broke down what is included in the estimated tax levy and included a chart that shows estimated excess tax levies for FY2019 through FY2030. Chair of the FinCom, Carol Martin, expressed concern about the number of the future Capital Projects and tying to the numbers shown in the presentation.

L. Miller explained that this presentation summarized their thoughts on how to fund debt to support the proposed FY20 capital projects. No action is needed tonight. The goal is to stabilize the debt service at a predictable level with a programmed approach.

A5. 2019 Annual Town Meeting:

- **Discuss and vote dates April 29, April 30, May 1, May 5** Due to a scheduling conflict with the High School's play, one of the dates for continuing ATM Town Meeting needs to be rescheduled to May 1. The Board agreed that due to parking restrictions and not wanting two community events on the same evening, the dates should be adjusted. C. Karlson moved, seconded by M. Antes, to revise the dates of the 2019 Annual Town Meeting so that Town Meeting starts on Monday, April 29 at 7p.m. and continues on Tuesday, April 30, Wednesday, May 1 and Sunday, May 5. YEA: L. Anderson, M. Antes, C. Karlson, L. Jurist. NAY: none. ABSENT: D. Levine. ABSTAIN: none. Adopted 4-0.
- **Discuss articles** No discussion.
- **Assign articles** The Board discussed assignments and agreed on the following:
 - L. Anderson: Articles A, B, C, I, J, L, M, N, O
 - C. Karlson: Articles D, F, G, H, K, Z, EE, FF, GG
 - M. Antes: Articles S, T, W, X, Y, AA, BB, CC
 - L. Jurist: Articles Q, R, HH
 - D. Levine: Articles E, U, V, DD

A7. Town Administrator's Report

1. **Board of Selectmen Goals FY2019-2020** The goals were distributed at each place. L. Miller noted the goals that were discussed at that the last BoS meeting and set for the upcoming year.
2. **Capital Stabilization Fund Update** Finance Committee Chair C. Martin had asked whether the Board will respond to FinCom regarding a capital stabilization fund. The FinCom had suggested a capital stabilization fund be created at ATM and funded through a variety of different mechanisms. L. Miller and B. Keveny will incorporate a capital stabilization fund in the capital plan (how to fund, spend and help manage the capital plans). L. Anderson already responded to C. Martin stating the Board will be looking into this.

A8. Minutes: Review and vote to approve regular session minutes of January 7, 2019 and January 14, 2019. M. Antes moved, seconded by L. Jurist, to approve the regular session minutes of January 7 and

January 14, 2019, as amended. YEA: L. Anderson, M. Antes, C. Karlson, L. Jurist. NAY: none. ABSENT: D Levine. ABSTAIN: none. Adopted 4-0.

A9. Consent Calendar: Review and vote to approve (see separate sheet)

1. Vote the question of approving and signing the weekly payroll and expense warrants
2. Vote the question of approving the applications filed by New Sandy Burr, Inc. , regarding their retail All Alcoholic Liquor License to change their corporate name to New Sandy Burr Country Club, Inc. and to change the classification of their all-alcoholic license from seasonal to annual for the premises at 103 Cochituate Road, Wayland, MA 01778
3. Vote the question of approving the Community Preservation Fund application for Housing Consultant

M. Antes moved, seconded by C. Karlson, to approve the Consent Calendar. L. Miller removed item 2 as the hearing was not completed tonight. Therefore, no action was taken on the motion. C. Karlson moved, seconded by M. Antes, to approve the amended Consent Calendar. YEA: L. Anderson, M. Antes, C. Karlson, L. Jurist. NAY: none. ABSENT: D. Levine. ABSTAIN: none. Adopted 4-0.

A10. Correspondence Review A number of items were mentioned. A letter from MassHousing, a resident's letter in support of the Town Manager Special Act, and a letter from the Department of the Army pertaining to Launcher Way were briefly discussed.

A11. Selectmen's reports and concerns None were given.

A12. Topics not reasonably anticipated by the Chair 48 hours in advance of the meeting, if any:
None.

A13. Adjourn L. Jurist moved, seconded by M. Antes, to adjourn the meeting at 10:05p.m. YEA: L. Anderson, M. Antes, C. Karlson, L. Jurist. NAY: none. ABSENT: D. Levine. ABSTAIN: none. Adopted 4-0.

Items Distributed for Information and Use by the Board of Selectmen at the Meeting of January 28, 2019.

1. Correspondence from Teri Hegarty, Executive Assistant, to the Board of Selectmen, dated January 28, 2019, re: New Sandy Burr, Inc. Applications for a Change in Corporate Name and a Change in Classification from Seasonal to Annual
2. Liquor Hearing Procedures (for L. Anderson to reference)
3. Board of Selectmen Goals FY 2019 – 2020
4. Fiscal Year 2019 Debt Report and Fiscal Year 2020 Financial Debt Plan (hard copy of PowerPoint presentation).
5. List of articles for Annual Town Meeting

Items Included as Part of Agenda Packet for Discussion During the January 28, 2019 Board of Selectmen's Meeting

1. New Sandy Burr, Inc. applications for change of corporate name and change of liquor license classification
2. Board of Selectmen Goals FY 2019 – 2020
3. Correspondence from Finance Committee to the Board of Selectmen, dated December 5, 2018, re: Capital Stabilization Fund
4. Draft of Board of Selectmen minutes of January 7, 2019
5. Draft of Board of Selectmen minutes of January 14, 2019
6. 2019 ATM Article listing (grouped by sponsor)
7. 2019 ATM Articles: Recognize Citizens and Employees for Particular Service to the Town; Pay Previous Fiscal Year Unpaid Bills; Current Year Transfers; OPEB Funding; Provide Funds for Study of the Long-term Viability of the Current Town Building vs. Its Use for Other Purposes; Compensation for the Town Clerk; Fiscal Year 2020 Revolving Fund Expenditure Limits; Choose Town Officers; Hear Reports; Sell or Trade Vehicles and Equipment; Rescind Authorized But Unissued Debt; Personnel Bylaws and Wage & Classification Plan (Board of Selectmen sponsor); Personnel Bylaws and Wage & Classification Plan (Personnel Board sponsor); Overtime Settlement – Police; Overtime Settlement – Fire; FY 2020 Omnibus Budget; Loker Turf Field Construction; High School Athletic Complex Renovation; Resolving Fund for Funding Compliance Measures Under Chapter 194 Bylaw; Appropriate

Funds for Snake Brook Dam Valve Repairs; Automatic Water Meter Reading; Medical Marijuana Overlay District – Amend Article 26 (with attached info with track changes); Community Preservation Fund General Budget – Set Asides and Transfers; CPA Recreation Projects to Include Construction of Board Ramp on Dudley Pond and Outdoor Classroom and Pollinator Garden at Cow Common; CPA Historic Preservation Projects to Restore Fence at First Parish Church, Preserve Arched Window at Cochituate Village Apartments, and Restore Stone's Bridge; CPA Funding For Housing Consultant; CPA Recreation Project to Rehabilitate and Restore Walking Trails and Construct Limited Parking at Loker Conservation and Recreation Area; Partial Funding for Construction of Part 2 of the Wayland High School Master Athletic Plan; Wayland Welcomes; Accept Spencer Circle as a Public Way; Resolution to Create a Committee to Organize a Wayland Music Festival; Plastic Straw Reduction Bylaw; Limit Carrying of Weapons in Town Buildings and to Town Events; Build A Grass Athletic Field on Loker Recreation and Conservation Area Property