

PACKET

MAR 12

2018



NAN BALMER
TOWN ADMINISTRATOR
TEL (508) 358-7755
www.wayland.ma.us

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
Monday, March 12, 2018
7:00 p.m.
Wayland Town Building
Selectmen's Meeting Room
41 Cochituate Road Wayland

Proposed Agenda

Note: Items may not be discussed in the order listed or at the specific time estimated. Times are approximate. The meeting likely will be broadcast and videotaped for later broadcast by WayCAM.

- 7:00 pm 1.) Call to order by Chair
• Review agenda for the public
- 7:02 pm 2.) Announcements and public comment
- 7:15 pm 3.) Public Hearing: Petition by the NSTAR Electric Company d/b/a Eversource Energy for a Grant of Location to install one new pole #19/87A on the south side of Old Connecticut Path, approximately 302 feet east of Davelin Road
- 7:30 pm 4.) Municipal Parcel: Review draft letter to Raytheon with Public Buildings Director; Vote to sign
- 7:45 pm 5.) Debt Exclusions Letter: Review and vote to approve draft public letter
- 8:00 pm 6.) Annual Town Meeting Articles: Assign presenters and sign Warrant
- 8:15 pm 7.) Town Administrator's Report
1. Correspondence
2. Town Office and Departmental Organization
- 8:30 pm 8.) Minutes: Vote to approve and release minutes of February 26, 2018
- 8:35 pm 9.) Consent Calendar: Review and vote to approve
- 8:40 pm 10.) Correspondence: Review
- 8:45 pm 11.) Selectmen's reports and concerns
- 8:50 pm 12.) Topics not reasonably anticipated by the Chair 48 hours in advance of the meeting, if any
- 8:55 pm 13.) Adjourn

DATE: March 12, 2018
TO: Board of Selectmen
FROM: David Porter, Exec. Assistant to the Town Administrator and Board of Selectmen
RE: Eversource Petition for Grant of Location to Install Pole #19/87A

REQUESTED ACTION

VOTE TO APPROVE A GRANT OF LOCATION TO NSTAR ELECTRIC D/B/A EVERSOURCE ELECTRIC TO INSTALL ONE (1) NEW POLE, NO. 19/87A, ON THE SOUTHERLY SIDE OF OLD CONNECTICUT PATH, APPROXIMATELY 302 FEET PLUS OR MINUS EAST OF DAVELIN ROAD

BACKGROUND

On February 5, we received in the Board of Selectmen's Office a petition and plan from Eversource for the proposed new pole. After confirming the availability of Ms. Christine Crosby to represent Eversource, we sent written notice of the time and place of tonight's hearing via Certified Mail to all abutters, as required by MGL Ch. 166 §22. We also posted notice in the Town Building, the Wayland Free Public Library, and the March 8 *Town Crier* newspaper.

DPW staff reviewed this request and found that the proposed pole will not overly impede the use, operation, or maintenance of the Town's right-of-way. The Police Department also stated that this pole will not overly impact traffic sight lines. At its regular meeting on February 27, the Board of Public Works voted to recommend that the Board of Selectmen approve this grant of location to Eversource for the installation of the proposed utility pole.



BOARD OF PUBLIC WORKS
TOWN OF WAYLAND

*Entrusted To
Manage The
Public
Infrastructure*

Vacant
Chair

Michael Lowery
Vice Chair

Thomas Abdella
Member

Jonathan Mishara
Member

Michael Wegerbauer
Member

TO: Selectmen

FROM: Board of Public Works

DATE: February 27, 2018

COPY: File

RE: Eversource Energy Request – Grant of Location for Utility Pole (19/87A)

The purpose of this writing is for the Board of Public Works to provide a recommendation to the Selectmen relative to the attached request from Eversource Energy for a Grant of Location for a Utility Pole to be located within the Town Right-of-Way at or near number 213 Old Connecticut Path, Wayland Massachusetts.

Department of Public Works staff have reviewed this request and find that this proposed pole (19/87A) will not overly impede the use, operation and/or maintenance of the Town's Right-of-Way. It finds that this proposed pole is located in a manner to be consistent with other poles located in this subject vicinity.

The Police Department have also stated they find that this pole will not overly impact traffic sight lines.

It is with the above information that the Board of Public Works voted and recommends that the Selectmen grant this location to Eversource Energy for the installation of this proposed Utility Pole.


Board of Public Works *VICE
CHAIR*

Date 2/27/2018

HIGHWAY - WATER - PARKS - CEMETERIES - TRANSFER STATION - ENGINEERING

DPW FACILITY | 66 RIVER ROAD | WAYLAND, MASSACHUSETTS 01778 | TEL 508-358-3672









157 Cordaville Road
Southborough, MA 01772

January 23, 2018

RECEIVED

FEB 05 2018

Board of Selectmen
Wayland Town Hall
Wayland, MA 01778

Board of Selectmen
Town of Wayland

RE: Old Connecticut Path
Wayland, MA 01778
W.O. # 2240857

Hearing Required

Dear Members of the Board:

The enclosed petition and plan is being presented by the NSTAR ELECTRIC COMPANY d/b/a as EVERSOURCE ENERGY and VERIZON for obtaining a Grant of Location to install one (1) new pole # 19/87A, Old Connecticut Path, Wayland

This work is necessary to provide electric service for new residential development, Old Connecticut Path, Wayland.

If you have any further questions, contact Chris Cosby @ (508) 305-6989.
Your prompt attention to this matter would be greatly appreciated.

Very truly yours,

Kelly Ann Correia,
Supervisor, Rights and Permits

KAC/zj
Attachments

PETITION OF NSTAR ELECTRIC COMPANY dba EVERSOURCE ENERGY AND OTHER COMPANIES FOR JOINT OR IDENTICAL LOCATIONS FOR POLE

To the Board of Selectmen of the Town of Wayland, Massachusetts:

Respectfully represent NSTAR ELECTRIC COMPANY dba Eversource Energy and VERIZON NEW ENGLAND, INC. companies subject to Chapter 186 of the General Laws (Ter.Ed.), that they desire to construct a line upon, along and across the public way or ways hereinafter specified.

WHEREFORE, your petitioners pray that after due notice and hearing as provided by law the Board of Selectmen may by Order grant your petitioners joint or identical locations for the erection or construction of poles, to be owned and used in common by them, and for such other fixtures including anchors and guys as may be necessary to sustain or protect the wires of the line, said poles to be located, substantially as shown on the plans made by A. DeBenedictis dated January 12, 2018 and filled herewith, upon along and across the following public way or ways of said town:

Old Connecticut Path – Southerly side approximately 302± feet East of Davelin Road

Install one (1) new pole # 19/87A

Public Hearing Required

Also for permission to lay and maintain underground laterals, cables and wires in the above or intersecting public ways for making connections with such poles and buildings as each of said petitioners may desire for distributing purposes. Your petitioners agree to reserve space for one Cross-arm at a suitable point upon each of said poles for the telephone, fire and police signal wires owned by the town and used for municipal purposes.

NSTAR ELECTRIC COMPANY
dba EVERSOURCE ENERGY

By: Kelly Ann Correia
Kelly-Ann Correia
Rights and Permits, Supervisor

VERIZON NEW ENGLAND INC.

By: Albert E. Poessette
Right of Way Manager

Dated this 23rd day of January 2018

Town of WAYLAND, Massachusetts
Received and filed _____ 2018

**ORDER FOR JOINT OR IDENTICAL LOCATIONS FOR POLES
Town of Wayland, Massachusetts**

WHEREAS, NSTAR ELECTRIC COMPANY d.b.a. Eversource Energy and VERIZON NEW ENGLAND, INC. have petitioned for joint or identical locations for the erection or construction of poles to be owned and used in common by them upon, along and across the public way or ways of the town hereinafter specified, and notice has been given and a hearing held on said petition as provided by law.

It is ORDERED that NSTAR ELECTRIC COMPANY d.b.a. Eversource Energy and VERIZON NEW ENGLAND, INC. be and hereby are granted joint or identical locations for the erection or construction of poles, to be owned and used in common by them, and for such other fixtures including anchors and guys as may be necessary to sustain or protect the wires of the line upon, along and across the following public way or ways of said town:

Old Connecticut Path – Southerly side approximately 302± feet East of Davelin Road

Install one (1) new pole # 19/87A

All construction work under this Order shall be in accordance with the following conditions: Poles shall be of sound timber and located as shown on plans made by A. Debenedictis Dated January 12, 2018 on file with said petition. There may be attached to said poles by said NSTAR ELECTRIC COMPANY d.b.a. Eversource Energy and by said VERIZON NEW ENGLAND, INC. wires and cables necessary for the conduct of their business. All such wires and cables shall be placed at a height of not less than eighteen feet from the ground at crossings of other ways and at not less than fourteen feet from the ground elsewhere

Selectmen of
the town of
WAYLAND

CERTIFICATE

We hereby certify that the foregoing Order was adopted after due notice and a public hearing as prescribed by Section 22 of Chapter 166 of the General Laws (Ter.Ed.), and any additions thereto or amendments thereof, to wit: after written notice of the time and place of the hearing mailed at least seven days prior to the date of the hearing by the Selectmen to all owners of real estate abutting upon that part of the way or ways upon, along or across which the line is to be constructed under said Order, as determined by the last preceding assessment for taxation, and a public hearing held at _____ in said town on _____ day of _____, 2018 at _____ P.M.

Selectmen of
the town of
WAYLAND

CERTIFICATE

I hereby certify that the foregoing are true copies of the Order of the Board of Selectmen of the town of WAYLAND Massachusetts, duly adopted on the _____ day of _____ 2018, and recorded with records of location Orders said town, Book _____, Page _____ and of the certificate of notice of hearing thereon required by Section 22 of Chapter 166 of the General Laws (Ter.Ed.), and any additions thereto or amendments thereof, as the same appear of record.

Attest: _____
Clerk of the Town of WAYLAND, Massachusetts

**ORDER FOR JOINT OR IDENTICAL LOCATIONS FOR POLES
Town of Wayland, Massachusetts**

WHEREAS, NSTAR ELECTRIC COMPANY d.b.a. Eversource Energy and VERIZON NEW ENGLAND, INC. have petitioned for joint or identical locations for the erection or construction of poles to be owned and used in common by them upon, along and across the public way or ways of the town hereinafter specified, and notice has been given and a hearing held on said petition as provided by law.

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Selectmen of
the town of
WAYLAND

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Selectmen of
the town of
WAYLAND

CERTIFICATE

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Attest: _____
Clerk of the Town of WAYLAND, Massachusetts

**ORDER FOR JOINT OR IDENTICAL LOCATIONS FOR POLES
Town of Wayland, Massachusetts**

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_____ Selectmen of
the town of
WAYLAND

CERTIFICATE

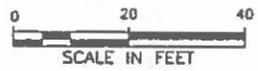
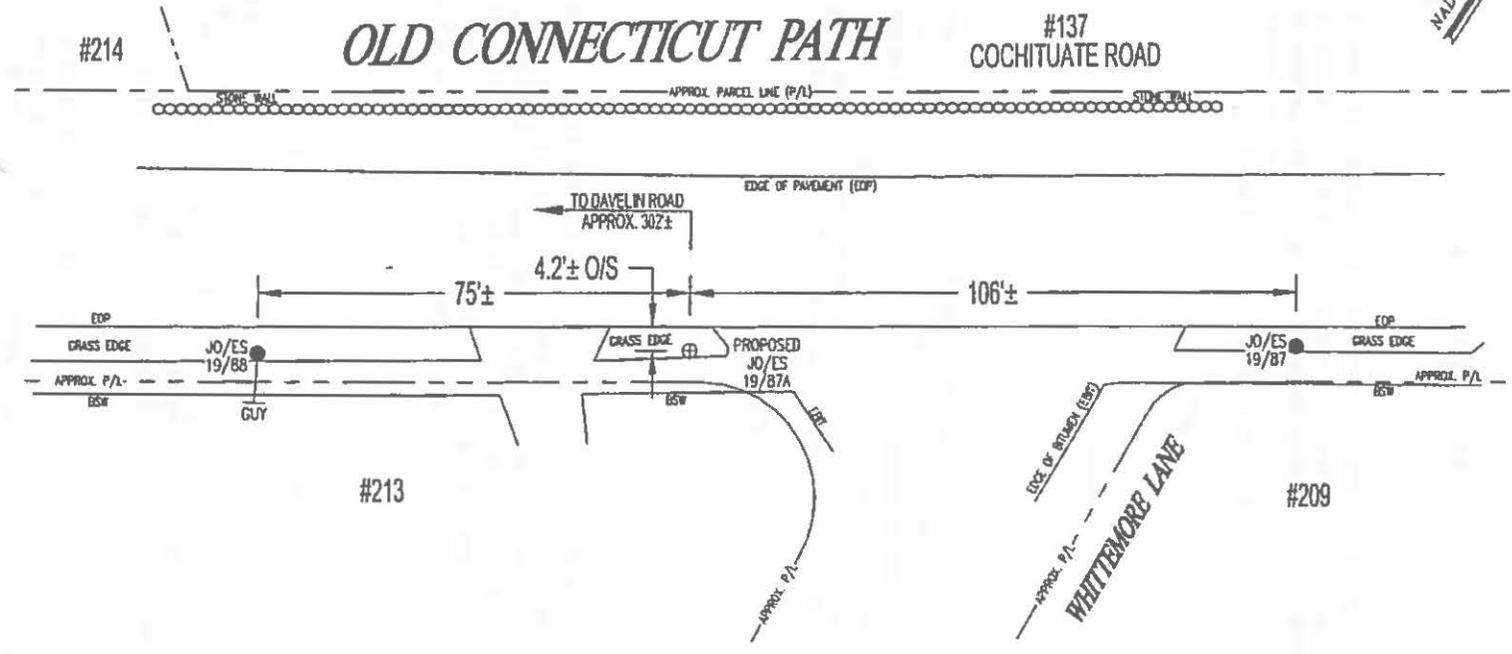
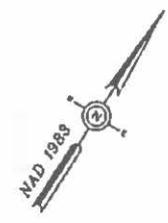
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_____ Selectmen of
the town of
WAYLAND

CERTIFICATE

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Attest: _____
Clerk of the Town of WAYLAND, Massachusetts



IN VIEW OF THE INFORMATION CONTAINED HEREIN AND THE FACTS SET FORTH IN CONNECTION WITH THE PROJECT, THE ENGINEER HAS CONDUCTED A VISUAL INSPECTION OF THE PROJECT AND HAS FOUND THAT THE INFORMATION CONTAINED HEREIN IS TRUE AND CORRECT TO THE BEST OF HIS KNOWLEDGE AND BELIEF. THE ENGINEER HAS CONDUCTED A VISUAL INSPECTION OF THE PROJECT AND HAS FOUND THAT THE INFORMATION CONTAINED HEREIN IS TRUE AND CORRECT TO THE BEST OF HIS KNOWLEDGE AND BELIEF. THE ENGINEER HAS CONDUCTED A VISUAL INSPECTION OF THE PROJECT AND HAS FOUND THAT THE INFORMATION CONTAINED HEREIN IS TRUE AND CORRECT TO THE BEST OF HIS KNOWLEDGE AND BELIEF.

Proposed pole locations shown thus	⊕
Pole locations to be abandoned, shown thus	⊖
Proposed Anchor Guy shown thus	T
Proposed H&O Guy shown thus	T
Proposed Watercross location shown thus	⊕
Proposed Push Brace shown thus	⊕
Existing Pole location shown thus	⊖

CA	--
Ward #	--
Work Order #	225857
Surveyed by	JF/DC
Prepared by	PC
Checked by	JF
Proposed Structures	SC
Approved	A DEBENEDECTIS
Per	

NSI/EVERSOURCE	
1188 WESTMOUNTAIN AVE. BOSTON, MA 02122	
Plan of OLD CONNECTICUT PATH	
WATLAND	
Showing PROPOSED POLE LOCATION	
Scale	1"=20'
Date	JANUARY 12, 2018
SHEET	1 of 1

PURPOSE: TO PROVIDE ELECTRIC SERVICE FOR NEW RESIDENTIAL DEVELOPMENT

DRAFT

Mr. Jerry Cellucci
Raytheon Company
870 Winter Street
Waltham, MA 02451-1449

Re: Amendment to Notice of Activity and Use Limitation dated October 21, 1997 on Future Municipal Parcel at Wayland Town Center, Wayland, Massachusetts

Dear Mr. Cellucci

This letter is a follow up to the letter conversations concerning this subject started in October of 2015.

The Town of Wayland has entered into an agreement for the four parcels of land known as the “Municipal Parcel”, a portion of the Property known as Wayland Town Center located at 400 - 440 Boston Post Road, Wayland, Massachusetts.

The parcels under consideration are encumbered by a “Deed Restriction” still in effect and documented by filings dated October 21, 1997 consisting of “NOTICE OF ACTIVITY AND USE LIMITATION” (South Middlesex Registry of Deeds Book 27793 beginning on page 141) and “EASEMENT AND RESTRICTION AGREEMENT” (South Middlesex Registry of Deeds Book 27793 beginning on page 167).

In accordance with your previous letter this correspondence is to introduce the Town representatives for this project and request a meeting with Raytheon and ERM to move forward with the amendment to the subject notice.

The primary point of contact will be: Ben Keefe, Public Building Director (508) 358 3786.

Working with Mr. Keefe will be the Town’s LSP Ben Gould from CMG Environmental, Inc.

Town of Wayland anticipates using the parcels for municipal purposes that could possibly include a Senior/Community/Recreation Center, a Boathouse, and walking paths, playgrounds and gardens. These facilities would be used both daytime and evenings by a wide range of age groups from children to adults. The presently contemplated uses would not include residences.

The Town of Wayland looks forward to working with Raytheon and ERM to amend the subject notice and ultimately proceed to restored use of the subject parcels.

Please contact Mr. Keefe with details on moving forward.

Sincerely
Nan Balmer

Wayland Town Administrator



TOWN OF WAYLAND

41 COCHITUATE ROAD
WAYLAND, MASSACHUSETTS 01778

Nan Balmer
Town Administrator
TEL. (508) 358-3620
www.wayland.ma.us

BOARD OF SELECTMEN
LEA ANDERSON
MARY M. ANTES
ANTHONY V. BOSCHETTO
CHERRY C. KARLSON
JOSEPH F. NOLAN

October 6, 2015

Mr. Jerry Cellucci
Raytheon Company
870 Winter Street
Waltham, MA 02451-1449

Re: Modification of Deed Restriction on Future Municipal Parcel at Wayland Town Center, Wayland, Massachusetts

DEAR Mr. Cellucci

The Town of Wayland is contemplating purchase or lease of four parcels of land known as the "Municipal Parcel", a portion of the Property known as Wayland Town Center located at 400 - 440 Boston Post Road, Wayland, Massachusetts.

The parcels under consideration are encumbered by a "Deed Restriction" still in effect and documented by filings dated October 21, 1997 consisting of "NOTICE OF ACTIVITY AND USE LIMITATION" (South Middlesex Registry of Deeds Book 27793 beginning on page 141) and "EASEMENT AND RESTRICTION AGREEMENT" (South Middlesex Registry of Deeds Book 27793 beginning on page 167).

If purchased by or leased, the Town of Wayland would use the parcels for municipal purposes that could possibly include a Senior/Community/Recreation Center, a Boathouse, and walking paths. These facilities would be used both daytime and evenings by a wide range of age groups from children to adults. The presently contemplated uses would not include agriculture or residences.

The Town of Wayland is seeking a confirmation from the Raytheon Company that the deed restriction either does allow or could be modified or amended to allow the anticipated uses. The Town of Wayland understands that the legal process to accomplish this would take some time however a confirmation is needed to assure voters at special town meeting scheduled for November 9, 2015, that the parcels are suitable for such future contemplated uses.

Written confirmation concerning the Raytheon Company's willingness to modify the deed restriction to allow such contemplated future uses of the subject parcels would be greatly appreciated.

Sincerely
Nan Balmer

Wayland Town Administrator

Raytheon Company
Office of the General Counsel
870 Winter Street
Waltham, MA 02451
Tel 781 522-3062
Fax 781 522-6465
Email: jerry_a_cellucci@raytheon.com

Raytheon

Via Email and Mail Delivery

October 30, 2015
15JAC221a

Nan Balmer, Town Administrator
Town of Wayland
41 Cochituate Road
Wayland, MA 01778

Re: Future Municipal Parcel at Wayland Town Center, Wayland, MA (the "Municipal Parcel")

Dear Ms. Balmer:

I am in receipt of your letter dated October 8, 2015 in which the Town of Wayland has requested confirmation from Raytheon Company that the Town's proposed uses of the above referenced Municipal Parcel for "municipal purposes that could possibly include a Senior/Community/Recreation Center, a boathouse, and walking paths" would be acceptable uses under the existing Notice of Activity and Use Limitation dated October 21, 1997 and recorded with the Middlesex South Registry of Deeds in Book 27793, page 141 (the "Notice").

After discussing this matter with Mr. Ben Keefe, Wayland Public Buildings Director, we believe that the uses suggested could be considered consistent with the objectives and purposes of the Notice, subject to review and approval of the request by the Licensed Site Professional (LSP), who is currently Mr. John Drobinski of ERM. The appropriate method to achieve approval of specific uses that may be described in Section 2(i) of the Notice is to seek an evaluation by the LSP "who shall render an Opinion...as to whether the proposed changes will present a significant risk of harm to health, safety, public welfare and the environment." In order to move forward, both Raytheon and ERM would like to meet with the designated Town representative(s) to get a layout of the Municipal Parcel and the proposed improvements, as well as discuss the proposed uses in more detail. To render an opinion, the LSP may require figures, drawings, and/or a written description of the proposed uses. At that point, ERM can then complete its evaluation and render an LSP Opinion as contemplated in Section 4 of the Notice.

Ms. Nan Balmer
October 30, 2015
Page 2

Please feel free to contact me if you have any additional questions or concerns. We look forward to working with the Town to assist ERM in completing its evaluation.

Sincerely,



Jerry A. Cellucci
Senior Corporate Counsel and Director
Corporate Real Estate

Cc (email): John Drobinski
Louis Burkhardt
Jonathan Hone
Benjamin Keefe

Draft Article on Debt Exclusions for the Wayland Town Crier

The Board of Selectmen has placed three debt exclusion questions on the March 27 ballot. Voters were last asked to allow debt exclusion funding in 2011 to purchase school technology equipment and to plan and develop additional athletic and playing fields. Since it has been quite a while since the Town considered a debt exclusion, we wanted to answer some common questions on the process.

What is a debt exclusion? A debt exclusion vote allows a town to raise tax revenue in addition to that generated under the Proposition 2½ limit. These additional tax revenues pay for debt (principal and interest) borrowed for a specific purpose. In this way, a town can build a school or other building and not fund it from its existing revenues. In other words, a debt exclusion is a means of funding a particular project(s) with a temporary increase in the levy limit. It is a tool that town's use to show commitment for projects and willingness to support them financially.

What is the levy limit? The levy limit is the total overall amount any community is allowed to raise through taxation. Proposition 2 ½ limits the increase to 2.5% plus new growth plus increases in assessed value of property.

Why are there two votes – one at the polls and one at Town Meeting? A debt exclusion is required to pass two thresholds: a simple majority at the ballot and a two-thirds majority at Town Meeting. The Town Meeting vote happens with the vote on each of six Articles (17 Library, 21 Fire Station Two Improvements, 23 Town Building HVAC Renovations, 25 High School Field Complex Part 1, 26 High School Field Complex Part 2, and 28 Loker Turf Field).

How does a debt exclusion differ from an override? Both are Proposition 2 ½ questions and, in municipal finance language, both are technically overrides. However, there are some basic differences. While both will increase your property taxes, a debt exclusion is a temporary increase while an operating override is a permanent increase in the town's tax levy limit. A debt exclusion finances a particular project(s) and your taxes increase for a period of time, usually 10-20 years, to cover the cost of the project. When the financing bond is paid off, your tax increase for that project goes away.

What does the Town's financial advisor or Moody's think of debt exclusions? Both the Town's financial advisor, Unibank, and Moody's, the Town's credit rating service, state that large capital projects are better funded with debt exclusions. This is not support for any particular project, but rather support for the funding mechanism for any one of the large capital projects.

What does voting "yes" on a debt exclusion question at the ballot mean? A "yes" vote allows the Town to use exempt or excluded debt to fund a project. There is no dollar amount shown in the ballot question(s). The project still needs to pass at Town Meeting with a two-thirds majority vote for borrowing, and the articles at Town Meeting ask for a specific dollar amount in the appropriation.

What does voting “no” on a debt exclusion question at the ballot mean? A “no” vote means the Town cannot exclude or exempt the debt from the levy. The project/article can still be considered at Town Meeting even if it does not achieve a majority at the ballot, but the debt would be “regular” or non-exempt debt. A two-thirds majority is still needed to pass the article at Town Meeting if it is funded with borrowing.

What are the questions on the March 27 ballot? This year the town is being asked to consider three debt exclusion questions:

Ballot Question 1:

Shall the Town of Wayland be allowed to exempt from the provisions of proposition two and one-half, so called, the amounts required to pay for the bond issued in order to pay costs for the design, engineering, construction, equipping, and furnishing of a new Wayland Free Public Library to be located at 195 Main Street, Wayland, MA 01778, including any and all incidental and related costs?

Ballot Question 2:

Shall the Town of Wayland be allowed to exempt from the provisions of proposition two and one-half, so called, the amounts required to pay for the bond issued in order to pay costs for the design, engineering, construction, and installation of mechanical and electrical system improvements for the Wayland Town Building located at 41 Cochituate Road, Wayland, MA 01778, including any and all other costs incidental or related thereto, and to pay costs for the design, engineering and construction of renovations and improvements at Wayland Fire Station Number Two located at 145 Main Street, Wayland, MA 01778, including any and all other costs incidental or related thereto?

Ballot Question 3:

Shall the Town of Wayland be allowed to exempt from the provisions of proposition two and one-half, so called, the amounts required to pay for the bond issued in order to pay costs for the design, engineering, and construction of the Wayland High School Stadium Complex located at 264 Old Connecticut Path, Wayland, MA 01778 and for the design, engineering, and construction of new tennis courts, softball fields, outdoor basketball, and volleyball courts, including any and all other costs incidental or related thereto: and pay costs for the permitting, design, engineering, and construction of a multi-purpose synthetic turf athletic playing field, associated parking, access pathways, lighting, drainage, and landscaping at the Loker Conservation & Recreation Area located at 412 Commonwealth Road, Wayland, MA 01778, including any and all other costs incidental or related thereto?

Where can I find more information on the upcoming votes?

The 2018 Annual Town Meeting Warrant should have arrived in your mailbox. It is also available on the Town of Wayland's website. For more information you are welcome to attend the Warrant Hearing on Monday, March 26 at 7:15 pm in the Wayland Town Building.

Wayland Board of Selectmen

Lea Anderson
Mary Antes
Louis Jurist
Cherry Karlson
Doug Levine

DRAFT

ARTICLE LIST FOR 2018 ANNUAL TOWN MEETING

* Asterisk indicates articles proposed for abbreviated presentation procedure

Article	2018 Article Name	Sponsor	Assignee Selectmen	Position Selectmen	Position FinCom	Presenter
1	Recognize Citizens and Employees for Particular Service to the Town	Board of Selectmen	L. Anderson	5-0-0	6-0-0	
*2	Pay Previous Fiscal Years Unpaid Bills	Board of Selectmen	L. Anderson	5-0-0	5-0-0	
*3	Current Year Transfers	Board of Selectmen	L. Anderson	5-0-0	6-0-0	
*4	OPEB Funding	Finance Committee	C. Karlson	5-0-0	5-0-2	
*5	Rescind Revolving Fund for Wayland Town Beach	Recreation Commission	L. Jurist	5-0-0	6-0-0	
*6	Establish a Revolving Fund for Wayland Community Gardens	Conservation Commission	M. Antes	5-0-0	5-0-0	
*7	Fiscal Year 2019 Revolving Fund Expenditure Limits	Board of Selectmen	L. Jurist	5-0-0	6-0-0	
8	Initial Year Funding of Town Successor Collective Bargaining Agreements	Personnel Board	L. Anderson	5-0-0	6-0-0	
9	Fiscal Year 2019 Omnibus Budget	Finance Committee	L. Anderson	5-0-0	7-0-0	
*10	Personnel Bylaws and Wage & Classification Plan	Personnel Board	L. Anderson	5-0-0	6-0-0	
*11	CPA: Set Asides and Transfers	Community Preservation Committee	M. Antes	5-0-0	5-0-0	

ARTICLE LIST FOR 2018 ANNUAL TOWN MEETING

* Asterisk indicates articles proposed for abbreviated presentation procedure

Article	2018 Article Name	Sponsor	Assignee Selectmen	Position Selectmen	Position FinCom	Presenter
*12	Compensation for Town Clerk	Board of Selectmen	L. Anderson	5-0-0	5-0-0	
*13	Rescind Authorized but Unissued Debt	Board of Selectmen	C. Karlson	5-0-0	5-0-0	
*14	Terminate the Non-insurance Stabilization Fund and Transfer Balance to General Fund Stabilization Fund	Board of Selectmen	C. Karlson	5-0-0	6-0-0	
*15	Close Septage Enterprise Fund	Board of Selectmen	C. Karlson	5-0-0	6-0-0	
*16	Resolution to Continue Electronic Voting Through FY2022	Petitioner	L. Anderson	5-0-0	6-1-0	
17	Appropriate Funds to Construct a New Library Building	Library Trustees	D. Levine	5-0-0	5-0-2	
18	Appropriate Funds to Design Renovation of Existing Library Building at 5 Concord Road for Continued Library Use Instead of Building a New Library	Petitioner	C. Karlson	0-5-0	0-5-1	
19	Accept Gifts of Land at Town Center	Board of Selectmen	C. Karlson	5-0-0	7-0-0	
20	Appropriate Funds for a Community Center at Town Center	Board of Selectmen	M. Antes	5-0-0		
21	Appropriate Funds for Wayland Fire Station Number Two Renovations	Board of Selectmen	D. Levine	5-0-0	7-0-0	
22	Resolution: Energy and Carbon Savings in Municipal Building Construction	Energy and Climate Change / Board of Selectmen	C. Karlson	5-0-0	5-0-0	
23	Appropriate Funds for Wayland Town Building HVAC Renovations	Board of Selectmen	D. Levine	5-0-0	7-0-0	

ARTICLE LIST FOR 2018 ANNUAL TOWN MEETING

* Asterisk indicates articles proposed for abbreviated presentation procedure

Article	2018 Article Name	Sponsor	Assignee Selectmen	Position Selectmen	Position FinCom	Presenter
24	Advanced Water Meter Reading Infrastructure	Board of Public Works	D. Levine	5-0-0	7-0-0	
25	High School Stadium Complex Renovation	School Committee	L. Jurist	4-0-1	3-0-3	
26	High School Tennis Courts / Softball Field Reconstruction	School Committee	L. Jurist	4-0-1	4-0-2	
27	CPA: Uncommitted – Partial Construction of WHS Athletic Facilities	Community Preservation Committee	L. Jurist	5-0-0	6-0-0	
28	Construction of Synthetic Turf Athletic Field at Loker Conservation & Recreation Area	Recreation Commission	L. Jurist	3-0-2	0-5-2	
29	An Act Relative to the Prevailing Wage for Affordable Housing in the Town of Wayland	Affordable Housing Trust	M. Antes	5-0-0	5-0-0	
30	Limit the Size of Oxbow Meadows Athletic Field	Petitioner	L. Anderson			
31	Construct Access Road to Oxbow Meadows Athletic Field	Petitioner	L. Anderson		0-5-1	
32	Limited Site Plan Review – Zoning Amendment	Planning Board	D. Levine	5-0-0	6-0-0	
33	Off Street Parking – Zoning Amendment	Planning Board	D. Levine	5-0-0	4-0-1	
34	CPA: Historic Preservation of Library Windows and Depot Exterior; Dudley Woods Archaeological Monitoring	Community Preservation Committee	M. Antes	5-0-0	6-0-0	
35	CPA: Uncommitted – Recreation Projects – Canoe and Kayak Launches; Aqueduct Pedestrian Crossings	Community Preservation Committee	M. Antes	5-0-0	7-0-0	
36	Accept MGL Chap. 41, Sec. 110A as the MA General Law - Saturday Treated as a Holiday	Town Clerk	L. Anderson	4-0-1	4-2-0	

ARTICLE LIST FOR 2018 ANNUAL TOWN MEETING

* Asterisk indicates articles proposed for abbreviated presentation procedure

Article	2018 Article Name	Sponsor	Assignee Selectmen	Position Selectmen	Position FinCom	Presenter
37	Property Tax Credit for Charitable Contributions to the Wayland School District	Petitioner	D. Levine	1-3-1	0-6-0	
*38	Hear Reports	Board of Selectmen	L. Anderson	5-0-0	5-0-0	
*39	Choose Town Officers	Board of Selectmen	L. Anderson	5-0-0	6-0-0	

**TOWN ADMINISTRATOR'S REPORT
WEEK ENDING MARCH 9, 2018**

1. CORRESPONDENCE

No comments.

2. TOWN OFFICE AND DEPARTMENTAL ORGANIZATION

• **Town Office:**

- **HR Director / Assistant Town Administrator (Grade: N- 13- FY 19: \$97,436 - \$127,490)**
We have received a number of applications, none of which had the combination of HR and town experience applicable to both functions and warranting this pay grade.

- **HR Director: (Grade N-9- FY 19: \$78,299 - \$101,124)**
Working with Mary Aicardi, Senior Associate for Human Resources at Collins Center and others have identified several potential new candidates for the HR Director position which I expect to review Monday. There is also a potential internal candidate. Through Mary Aicardi, we have additional resources to provide a qualified technical advisor to any new HR Director. An HR technical advisor would provide a new HR Director on-call advice on the latest strategies in modern HR administration and legal compliance.

- **Assistant Town Administrator / Procurement Officer: (Grade N-9- FY 19: \$78,299 - \$101,124)**
Elizabeth Doucette has been appointed to this position and is now taking on additional duties including but not limited to preparation of draft Town Meeting motions and serving as Acting IT Director. It is appropriate for an ATA to work with great autonomy and Beth is functioning well on a day to day basis, managing a large work load of general duties independently.

- **Town Administrator: The deadline for the response to the RFP to recruit a firm for a TA search are due on March 15th. A recommendation is expected on March 26th. In parallel or as an alternative to the TA recruitment process, the Board may wish to consider candidates for the position of Interim Town Administrator.**

• **DEPARTMENTAL ORGANIZATION**

- **Wastewater: After a several month trial period, I asked the WWMDC Chair and School Superintendent to bring votes before their respective bodies to authorize the DPW Director to act provide managerial oversight of wastewater facilities at Town Center and the High School. This arrangement is possible because although the DPW is under the policy direction of the BOPW, the DPW Director is also a direct report to the Town Administrator. (Please see attached).**

- **Town Surveyor: Thomas Lashmit has been appointed Town Surveyor and works in DPW / Engineering along with the Town Engineer and GIS Coordinator. Formerly the Town Surveyor was independent and the GIS Coordinator was assigned to IT.**

DRAFT

1. WWMDC AND SCHOOL COMMITTEE'S AUTHORITY AS GOVERNING BODIES OVER WASTEWATER FACILITIES:
 - a. OVERALL JURISDICTION FOR THE TOWN CENTER WWTP AND COLLECTIONS FACILITIES REMAINS UNDER THE WWMDC
 - b. OVERALL JURISDICTION FOR THE HIGH SCHOOL WWTP REMAINS UNDER THE SCHOOL COMMITTEE THROUGH THE SCHOOL SUPERINTENDENT

2. MANAGERIAL OVERSIGHT OF THE OPERATIONS AND MAINTENANCE OF THE WWMDC WWTP AND COLLECTIONS SYSTEM AND HIGH SCHOOL WWTP:
 - a. **WWMDC AND SCHOOL COMMITTEE ARE ASKED TO VOTE TO AUTHORIZE THE DPW DIRECTOR* TO OVERSEE MANAGEMENT OF THEIR RESPECTIVE WASTEWATER FACILITIES, SCOPE OF MANAGERIAL OVERSIGHT TO INCLUDE:**
 - i. SUPERVISION OF SUPPORT STAFF
 - ii. IN COORDINATION WITH WWMDC AND SCHOOL BUDGET MANAGERS, APPROVAL OF PURCHASES, INVOICES, CONTRACTS, PROCUREMENT
 - iii. APPROVAL OF CORRESPONDENCE AND REPORTS TO DEP
 - iv. APPROVAL OF RECOMMENDATIONS TO WWMDC AND SCHOOL COMMITTEE FOR ANNUAL OPERATING BUDGETS INCLUDING FUTURE ALLOCATION OF COSTS FOR PERSONNEL TO WWMDC AND SCHOOL DEPARTMENT
 - v. APPROVAL OF RECOMMENDATIONS TO SCHOOL COMMITTEE AND WWMDC FOR CAPITAL IMPROVEMENTS

**Note that the DPW Director may take on these duties under the direction of the Town Administrator as memorialized through a memorandum. The DPW Director also acts by, for and under the policy direction of the BOPW in carrying out the Board's responsibilities which do not include wastewater.*

3. SUPPORT STAFF REPORTING TO DPW DIRECTOR TO INCLUDE:
 - i. OPERATIONS: WASTEWATER OPERATIONS MANAGER PERMANENT, NEW TOWN UNION POSITION IN DPW, SUBJECT TO AFSCME (1) COLLECTIVE BARGAINING AGREEMENT JOB DESCRIPTION ATTACHED
 - ii. ENGINEERING SUPPORT (REASONABLY LIMITED SO AS NOT TO INTERFERE WITH OTHER DUTIES): TOWN ENGINEER
 - iii. BUILDING MAINTENANCE AND IMPROVEMENTS: PUBLIC BUILDINGS DIRECTOR

4. FUNDING:
 - a. WWMDC: PERSONNEL
 - i. DPW DIRECTOR, TOWN ENGINEER, AND PUBLIC BUILDINGS DIRECTOR - PAYROLL COSTS ARE INCLUDED IN THE DPW GENERAL FUND BUDGET AND OFFSET THROUGH WWMDC ENTERPRISE FUND INDIRECT COSTS

- ii. WASTEWATER OPERATIONS MANAGER PAYROLL AND BENEFITS COSTS ARE CHARGED FOR FY 19 – 60 % TO GENERAL FUND DPW BUDGET AND OFFSET THROUGH WW ENTERPRISE INDIRECT COSTS
 - b. SCHOOL DEPARTMENT / HIGH SCHOOL PLANT – PERSONNEL
 - i. DPW DIRECTOR, TOWN ENGINEER COSTS ARE PAID DIRECTLY FROM GENERAL FUND THROUGH DPW BUDGET FOR SCHOOL DEPARTMENT – THIS IS CONSISTENT WITH THE TOWN’S ARRANGEMENTS FOR THE PUBLIC BUILDINGS DIRECTOR AND IT DIRECTOR
 - ii. PUBLIC BUILDINGS DIRECTOR IS PAID TO OVERSEE SCHOOL FACILITIES BY TOWN GENERAL FUND
 - iii. WASTEWATER OPERATIONS MANAGER PAYROLL COSTS ARE CHARGED FOR FY 19 – 40% TO SCHOOL DEPARTMENT BUDGET / SINGLE PAYCHECK
 - c. OTHER REASONABLE EXPENSES FOR WASTEWATER OPERATIONS MANAGER – CHARGED DIRECTLY TO WWMDC / SCHOOL COMMITTEE / NOT TO EXCEED \$3,000 :
 - I. VEHICLE, FUEL
 - II. OFFICE FURNISHINGS AND COMPUTER

5. ADMINISTRATIVE ISSUES

- A. VOTE BY WWMDC AND SCHOOL COMMITTEE
- B. HIRING PROCESS POST TOWN MEETING: WASTEWATER OPERATIONS MANAGER
- C. MONTHLY OPERATIONS REPORTS TO SCHOOL SUPERINTENDENT AND WWMDC

6. FUTURE CONSIDERATIONS

- 1. REVIEW OF WWMDC / SCHOOL DEPARTMENT COST SPLIT FOR WASTEWATER OPERATIONS MANAGER
- 2. POTENTIAL CHANGE IN GOVERNING BODY JURISDICTION
 - i. SCHOOL DEPARTMENT WWTP BECOMES A “CUSTOMER” OF WWMDC
 - ii. ALL WASTEWATER FACILITIES ARE TRANSFERRED TO BOPW



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TOWN ADMINISTRATOR
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TOWN OF WAYLAND

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BOARD OF SELECTMEN

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

DRAFT

Board of Selectmen

Meeting Minutes

February 26, 2018

6:00pm

**Selectmen's Meeting Room
41 Cochituate Road, Wayland**

Attendance: Lea T. Anderson, Cherry C. Karlson, Mary M. Antes, Louis M. Jurist (6:05pm), Douglas A. Levine (7:11pm)

Also Present: Town Administrator Nan Balmer

A1. Call to Order by Chair Chair L. Anderson called the meeting of the Board of Selectmen to order at 6:00 p.m. in the Selectmen's Meeting Room of the Wayland Town Building and noted that the meeting likely will be broadcast and videotaped for later broadcast by WayCAM.

A2. Enter into Executive Session pursuant to Massachusetts General Laws Chapter 30A, Section 21(a)(2) to conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions, including grievance hearings, or contract negotiations with nonunion personnel; and pursuant to Massachusetts General Laws Chapter 30A, Section 21(a)(3) to discuss strategy with respect to *Stephen Cass v. Town of Wayland, et al, USDC D. Mass., CA No. 1:17-CV-11441.* At 6:03pm, L. Anderson moved, seconded by M. Antes, that the Board of Selectmen enter into executive session pursuant to Massachusetts General Laws Chapter 30A, Section 21(a)(2), to conduct collective bargaining sessions, including grievance hearings, specifically to conduct a grievance hearing with the Wayland Police Officers Union in affiliation with the New England Police Benevolent Association; and pursuant to Massachusetts General Laws Chapter 30A, Section 21(a)(3) to discuss strategy with respect to *Stephen Cass v. Town of Wayland, et al.* The Chair declares that a public discussion of these matters may have a detrimental effect on the litigating, negotiating, or bargaining position of the Town. Roll call vote: YEA: L. Anderson, M. Antes, C. Karlson. NAY: none. ABSENT: L. Jurist, D. Levine. ABSTAIN: none. Adopted 3-0. The Chair invites attendance by: Nan Balmer, Town Administrator; David Porter, Executive Assistant; Patrick Swanick, Chief of Police; Sean Gibbons, Lieutenant; Wendy Chu, Labor Counsel for the Town; Jennifer Ordway; Thomas Horgan, Counsel for Ms. Ordway; Mark Wilkins, Police Union President; Mark Hebert, Police Union Vice President; Chris Custodie, Police Union Secretary/Treasurer. The Board will reconvene in approximately one hour to address the issues listed on the public meeting agenda.

The Board reconvened in open session at 7:35pm. Both L. Jurist and D. Levine were now present.

A3. Announcements and Public Comment L. Anderson reviewed the agenda. M. Antes announced the League of Women Voters' Civics Bee this Sunday at 2pm at the High School. Next Monday will be the Town Meeting issues forum that is hosted by the LoWV and will include information about the debt exclusion and the major Town Meeting articles. The next event in Wayland's Concert Series is Thursday. L. Anderson said the MMA Legislative Breakfast is on March 9 in Hudson.

Mike Lowery, 120 Lake Shore Dr., stated that in an aquifer protection district there is the ability to put porous pavement around the Library building and, therefore, it does not count as land coverage. This was not mentioned in the memo in our packet. He distributed a map and document of his calculations.

Gretchen Dresens, 155 Main St., stated her concerns about additional housing on Hammond Road and removal of buffer trees. She said that the Housing Trust has not reached out to neighbors regarding a possible duplex on the land and asked the Board to vote against the project to give some relief to the neighborhood..

Carole Plumb, 17 Bald Rock Road, suggested the BoS do more communication about the debt exclusion with residents.

Sheila Carel, 18 Joyce Road, said there is an issue of trust in Town. Rumors are going around about what is happening at the Loker Conservation area, and she noted that residents are really upset. She reminded the Board that the land was purchased for recreation and conservation, and if uses are shifted, she is hoping there will be a placeholder so the land can't be used for anything else.

Tom Maglione, 29 Rice Road, said he's concerned about same issues as the previous speakers. He thinks the Loker field project is being rushed forward.

Reed Newton, 9 Haven Lane, said the field projects are not a wish list for them, but a need. Recreation programs cannot afford for the projects to be delayed. He asked the Board to continue moving forward in support of the fields projects and ATM articles.

Peter Briere, 6 Peck Avenue, registrar for Wayland Youth Soccer, expressed Wayland's great need for more fields and the difficulty in scheduling.

Alexia Obar, 18 Dean Rd., said there is a huge need for the fields and asked for the Board's support for the field projects. Around 6,000 athletes play on the fields, and the Loker area should not be used for school bus parking.

Richard Turner, 7 Nob Hill Road, commended the Fire Department for their work helping a choking victim in Michigan.

A4. 2018 Borrowing and Debt Refunding: Vote to authorize refunding of bonds, approval of bond sale, award of bonds and the execution of documents by the Board of Selectmen and Treasurer; Discuss future debt decisions with Town financial advisor Zoe Pierce, Treasurer, and Clark Rowell, UniBank, came before the Board and said it was a good day for Wayland. Wayland had nine bidders for the bond offering and accepted a bid resulting in an interest rate of 2.4633%. Both Z. Pierce and C. Rowell were pleased with the interest in Wayland and noted that the Aaa rating puts the Town in an elite category. The settlement date will be in early March.

As the Clerk of the Board of Selectmen, C. Karlson moved, seconded by M. Antes, that the Board of Selectmen vote in the affirmative on the seven items shown in the memo about bond funding dated February 26. YEA: L. Anderson, M. Antes, C. Karlson, L. Jurist, D. Levine. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0. The Board thanked Z. Pierce for her work on the bond offerings.

C. Rowell discussed debt exclusion funding, the existing debt being paid off, and the Board's options to keep payments relatively level while supporting future projects. Decisions will be made with the Board and the Treasurer as to how much to borrow each year. C. Rowell will advise. He discussed the Moody's report and said the Town was well represented by staff during the rating conversation with Moody's. They retained our Aaa rating and, while acknowledged our efforts, still continued the negative outlook. Moody's seemed to de-emphasize the issue of debt and suggested that the major projects be funded with exempt debt. L. Anderson

mentioned that Moody's is looking for repeated years without using free cash to support the operating budget. She also noted that other Aaa towns have debt levels over 10% and asked C. Rowell to discuss that issue. C. Rowell said it would put the Town in a better position if the projects were funded with exempt debt. Funding that way provides security to know the Town has decided on this course and has the resources to do so. Some red flags that Moody's discussed were using free cash to support operating costs and to avoid a drop in reserves. Z. Pierce noted that only 18 communities have the Aaa rating, it is a very elite group in MA and shows how well run the Town is financially. Z. Pierce asked the Board if they could come in and sign the bonds this week. L. Anderson noted that we need to do a better job of informing residents of the importance of these financial practices.

A5. Appointment: Interview and potential vote to appoint Pamela Roman to the Council on Aging – Community Center Advisory Committee P. Roman came before the board and discussed her desire to serve on the Council on Aging/CCAC. She reviewed her background and experience, listing some of her talents and accomplishments. C. Karlson stated her concern about the Committee consisting largely of proponent for this project and asked her to reach out to all residents.

D. Levine moved, seconded by M. Antes, to appoint Pamela Roman to the Council on Aging-Community Center Advisory Committee for a term to expire on June 30, 2108. YEA: L. Anderson, M. Antes, C. Karlson, L. Jurist, D. Levine. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

A7. Wayland Housing Authority: Accept payment in lieu of taxes for the Bent Park and Cochituate Village apartments Susan Weinstein, chair of the Wayland Housing Authority, came before the Board and presented the Town with a check for payment in lieu of taxes in the amount of \$41,243.11. The Board thanked her, Brian Boggia and the Housing Authority.

A8. Annual Town Meeting Petitioners' Article

1. **Duane Galbi, Lead Petitioner – Article 38: Property Tax Credit for Charitable Contributions to the Wayland School District** D. Galbi, Stonebridge Road, came before the Board and noted the FinCom did a good job with the Article write-up. However, he does disagree with its conclusion. He said just because something probably won't work doesn't mean the Town shouldn't try. Some states are looking at this on a statewide basis, but it is unique for a Town to be looking into this. He said it would cost the town nothing if the state and federal government said no. C. Karlson said she doesn't expect it to work year one, but thinks it's a good and unique idea. D. Galbi said he wouldn't bring it to Town Meeting floor if it is not supported by the FinCom and Board, but wants it in the Warrant. C. Karlson asked him to submit petitioners' comments for the Warrant of up to 150 words if interested.

A9. Loker Field Project: Meet with representatives of Recreation Commission K. Brennar, Recreation Director, and Brud Wright, Vice-chair of the Recreation Commission, came before the Board. C. Karlson discussed her concerns about the timing of the article, the outreach with neighbors and how she would like all residents to have complete information for an informed vote at Town Meeting. K. Brennar went over C. Karlson's questions. She mentioned that bidding the High School and Loker project together is estimated to save 10-15% and that in the current bidding environment, it may be as much as 30% if approved at this Town Meeting. Board members said they heard the likelihood of the field being ready in September is low, but it may be completed at the end of the fall. B. Wright noted that it would be ready by the spring sports season and provide much needed playing space. He also mentioned that the project is not a new one to Recreation; they know a lot of information about it. K. Brennar said even with these upgrades Wayland will still have fewer fields by state standards.

C. Karlson said she doesn't disagree that there's a need for the fields; however, she's concerned about giving residents in town a good map of where the field is going and timely information. L. Jurist said there's never been a feel good vote on anything; there is always opposition.

A10. Annual Town Meeting Articles: Discuss and vote positions, possible withdrawals, and possible re-ordering of articles, including but not limited to

- **Article 11: Lease in Excess of Three Years for Information Technology Network / Middle School Networking Capital Project** N. Balmer gave an update on this project and is now convinced to pull the article from ATM. However, the Town still needs to complete the Middle School project to prepare for installation of the new phone system. Both items for the Middle School are now in the capital budget recommended by FinCom to be considered at ATM.

C. Karlson moved, seconded by L. Jurist, that the Board of Selectmen withdraw Article 11 from the Warrant. YEA: L. Anderson, M. Antes, C. Karlson, L. Jurist, D. Levine. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

- **Article 20: Accept Gifts of Land at Town Center** C. Karlson stated she had nothing for discussion for this article.
- **Article 21: Community Center at Town Center: Design, Construction and Bid Documents:** C. Karlson said the Article text now referred to a different map to be consistent with the map used in Article 20 and to be use a less busy map. C. Karlson recommended including all four parcels in the Article rather than two as now written. It was decided the language should be changed to reflect that.

C. Karlson moved, seconded M. Antes, to amend Article 21 as shown in packet so it mentions the four following Lots 4-1, 8-1, 9-1B and Parcel R-20-1 and for the Board to vote to recommend approval of the Article. YEA: L. Anderson, M. Antes, C. Karlson, L. Jurist, D. Levine. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

- **Article 33: Zoning By-Law Amendment – Limited Site Plan Review** D. Levine said he’s talked to the Town Planner and Chair of the Planning Board about this Article. It is the same Article that passed at 2017 ATM with language changed as recommended by the AG’s office and the addition of agriculture as one of the uses for site plan reviews.
- **Article 34: Zoning By-Law Amendment - Off Street Parking** D. Levine discussed this Article as well. W. Steinberg from the Finance Committee came before the Board and said the Article clarifies the Planning Board’s authority to not require all the parking to be built. This will mitigate the Building Commissioner’s concerns.

D. Levine moved, seconded by M. Antes, that the Board of Selectmen vote to recommend approval of Article 33 *Limited Site Plan Review* and Article 34 *Off Street Parking*. YEA: L. Anderson, M. Antes, C. Karlson, L. Jurist, D. Levine. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

- **Article 29: Construction of synthetic turf athletic field at Loker Conservation and Recreation Area** L. Jurist moved, seconded by D. Levine, that the Board of Selectmen vote to support Article 29 *The Construction of Synthetic Turf Athletic Field at Loker Conservation & Recreation Area*. In discussion, L. Jurist said if this is deferred the Town will lose valuable time and potential usage. Weston and Sampson has stated they believe there will be enough information available before Annual Town Meeting. L. Anderson said she supports it, but is still uneasy and will abstain for now. The Board discussed various issues with timing and whether the project can be completed on time. M. Antes said she supports it. YEA: M. Antes, L. Jurist, D. Levine NAY: none. ABSENT: none. ABSTAIN: L. Anderson, C. Karlson. Adopted 3-0-2.

- **Articles 31 Limit the size of Oxbow Meadows athletic field and 32 Construct access road to Oxbow Meadows athletic field:** C. Karlson moved, seconded by D. Levine, to defer a vote on the

Oxbow Meadows petitioners' Articles 31 and 32 until Town Meeting. YEA: L. Anderson, M. Antes, C. Karlson, L. Jurist, D. Levine. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

- **Article 9 FY19 Omnibus Budget:** C. Karlson moved, seconded by L. Jurist, that the Board of Selectmen support Article 9 *FY19 Omnibus Budget*. YEA: L. Anderson, M. Antes, C. Karlson, L. Jurist, D. Levine. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.
- **Article 37:** C. Karlson moved, seconded by M. Antes, that the Board of Selectmen support Article 37 *Accept Chp 41, section 110A of MGL – Saturday Treated as a Holiday*. YEA: L. Anderson, M. Antes, L. Jurist, D. Levine. NAY: none. ABSENT: none. ABSTAIN: C. Karlson. Adopted 4-0-1.
- **Article 38:** C. Karlson moved, seconded by D. Levine, that the Board of Selectmen support Article 38 *Property Tax Credit for Charitable Contributions to The Wayland School District*. In discussion L. Anderson said her heart is in it, but she is hesitant that it wouldn't go forward and she is worried about Wayland's reputation at the State House. C. Karlson said she thinks it's very creative and gives Wayland residents potential relief from federal tax law changes. L. Jurist said he doesn't see how the Town won't spend money to implement it. YEA: C. Karlson. NAY: L. Anderson, D. Levine, L. Jurist. ABSENT: none. ABSTAIN: M. Antes. Motion Failed: 1-3-1.

A6. Town Administrator Search: Discuss RFP process for executive search firm N. Balmer said the RFP has been advertised and sent to four companies. She is hoping that the selection committee can make a recommendation to the BoS by March 12 or 26 on which firm to employ.

A11. Town Administrator's Report

- **Correspondence:** None.
- **Moody's Bond Rating** The Town retained its Moody's Aaa bond rating with a negative outlook. Moody's did note the Town is making the right financial steps, specifically noting eliminating the use of free cash in the support of the operating budget and awareness of debt policies. The report will be on the website.
- **Comcast: Ascertainment** N. Balmer discussed the cable committee renewal process and went through each of the steps and deadlines. N. Balmer's suggests the Board reconstitute the Cable Advisory Committee, advertise for members and plan to conduct interviews in late April. She will develop a charge and membership criteria. She also suggests including Gregory Franks, Comcast's representative to the Town, and an appointment of legal counsel for conducting the process and contract reviews.

A12. Minutes: Vote to approve and release minutes of February 5, 2018 and February 12, 2018 M. Antes moved, seconded by D. Levine, to approve the minutes of February 5, 2018 and February 12, 2018, as amended. YEA: L. Anderson, M. Antes, C. Karlson, D. Levine, L. Jurist. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

A13. Consent Calendar: Review and vote to approve (See Separate Sheet) M. Antes moved, seconded by L. Jurist, to approve the Consent Calendar. YEA: L. Anderson, M. Antes, C. Karlson, D. Levine, L. Jurist. NAY: none. ABSENT: ABSTAIN: none. Adopted 5-0.

A14. Review Correspondence: (See Separate Index Sheet) L. Anderson noted that Minuteman Vocation Technical School sent its preliminary capital assessment.

A15. Selectmen's Reports and Concerns M. Antes stated there needs to be more information out there to the public about the debt exclusion questions. Residents need to know what they mean and what happens if the questions pass or don't pass. The Board agreed that it should write an article explaining the debt exclusion process. C. Karlson suggested posting it to the website and news outlets.

A16. Topics not reasonably anticipated by the Chair 48 hours in advance of the meeting, if any
None.

A17. Adjourn L. Jurist moved, seconded by D. Levine, to adjourn the meeting at 9:58pm. YEA: L. Anderson, M. Antes, C. Karlson, D, Levine, L. Jurist. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

Items Distributed for Information and Use by the Board of Selectmen at the Meeting of February 26, 2018.

1. Credit Opinion for Wayland (Town of) MA, dated 20 February 2018, from Moody's Investor Service
2. Tables and maps, prepared by Mike Lowery, regarding library expansion and the aquifer protection district, submitted as part of public comment
3. Vote of the Board of Selectmen, as read into the record on February 26, authorizing the Treasurer with regard to general obligation bonds and refunding bonds
4. Handout by K. Brennar of Wayland Recreation usage
5. Draft map of the Community Center at Town Center, for an appendix to the 2018 Annual Town Meeting Warrant, provided by C. Karlson.

Items Included as Part of Agenda Packet for Discussion During the February 26, 2018 Board of Selectmen's Meeting

1. Memorandum from Zoe Pierce, Treasurer, to Nan Balmer, dated February 22, re: Bond issuance
2. Memorandum from David Porter, Executive Assistant, to the Board, dated February 26, re: Appointment to the COA-CC Advisory Committee
3. Letter from Pamela Roman to the Board, dated February 16, re: Interest in serving on the Council on Aging-Community Center Advisory Committee
4. Article 38: Property Tax Credit for Charitable Contributions to the Wayland School Districts Article 29: Construction of Synthetic Turf Athletic Field at Loker Conservation and
5. Recreation Area
6. Article 11: Authority to Enter into Contract for IT Network
7. Article20: Accept Gifts of Land
8. Article 21: Community Center at Town Center: Design, Construction and Bid Documents g.
9. Article 33: Limited Site Plan Review Zoning Amendment
10. Article 34: Off Street Parking Zoning Amendment
11. Town Administrator's Report for the week ending February 23, 2018
12. Draft minutes for the Board of Selectmen meeting on February 5 and February 12, 2018

BOARD OF SELECTMEN

**Monday, March 12, 2018
Wayland Town Building
Selectmen's Meeting Room
41 Cochituate Road Wayland**

CONSENT CALENDAR

1. Vote the question of approving and signing the weekly payroll and expense warrants
2. Vote the question of approving the invoice for KP Law, dated February 23, 2018, Invoice No. 115189, for legal services rendered through January 31, 2018: \$14,335.51
3. Vote the question of approving the invoice for Mark J. Lanza, dated February 28, 2018, for legal services rendered through February 28, 2018: \$1,623.50
4. Vote the question of approving the placement of four temporary sandwich board signs from March 18 through March 25, at Route 20 at the Weston Town Line, Route 20 at the intersection of Route 27, the intersection of Old Connecticut Path and Routes 126 and 27, and the Cochituate Fire Station at the corner of East Plain Street, advertising Wayland High School scholarships, sponsored by the WHS Scholarship Committee

RECEIVED

MAR 05 2018

Board of Selectmen
Town of Wayland

KP LAW, P.C.
101 ARCH STREET
BOSTON, MA 02110
(617) 556-0007

INVOICE NO: 115189

WAYLAND TOWN HALL
41 COCHITUATE ROAD
WAYLAND, MA 01778

IN REFERENCE TO: PROFESSIONAL SERVICE
THROUGH

January 31, 2018

February 23, 2018

TOTAL FEES:	\$13,986.00
TOTAL COSTS:	<u>\$349.51</u>
BALANCE DUE:	<u>\$14,335.51</u>

Mark J. Lanza
Attorney at Law
9 Damonmill Square - Suite 4A4
Concord, MA 01742
Tel. # (978) 369-9100
Fax # (978) 369-9916
e-mail: mjlanza@comcast.net

INVOICE - TOWN OF WAYLAND - 2/28/2018

SUMMARY

FEE CALCULATION: 9.0 HOURS X \$175.00 PER HOUR =	\$1,575.00
DISBURSEMENTS (See below for detail)	48.50
TOTAL 2/28/18 INVOICE.....	<u>\$1,623.50</u>

DISBURSEMENTS

Copying - Mainstone CR	8.50
2/13 & 2/28/18 Postage - Mainstone CR	40.10
Total Disbursements	<u>\$ 48.50</u>

Porter, David

From: Carole Morgan <cmorgan15@comcast.net>
Sent: Friday, March 09, 2018 7:16 AM
To: Porter, David
Subject: Wayland High School Sandwich Board Placement Request for week of 3/18-3/25

Good Morning David,

My name is Carole Morgan and I am on the board of WHS Scholarship Committee. I am reaching out to you to seek approval to place (2) Two WHS Scholarship sandwich boards temporarily at the following locations:

*Intersection of Old Conn. Path and Cochituate Road

*Rte 20/Old Conn Path by Coach Grill Restaurant

Ideally we would like to put them up the week of March 18th - March 25th. Please let me know if/when you get approval.

Many thanks in advance.

Sincerely,

Carole Morgan

PUBLIC DOCUMENTS PROVIDED TO THE BOARD OF SELECTMEN FROM MARCH 3, 2018, THROUGH AND INCLUDING MARCH 9, 2018, OTHERWISE NOT LISTED AND INCLUDED IN THE CORRESPONDENCE PACKET FOR MARCH 12, 2018

Items distributed to the Board of Selectmen – March 3, 2018-March 9, 2018

1. None

Items distributed for information and use by the Board of Selectmen at the Meeting of March 6, 2018

1. Public Comment by Stu Cartwright, re: broad support for the new Library
2. Announcement from the Board of Public Works web page, re: 2018 Rain Barrel Program
3. Slides presented by Michael Ward, Collins Center, "Working Session on Draft Proposed Town Administrator Act," dated March 6, 2018

Items included as part of Agenda Packet for discussion during the March 12, 2018 Board of Selectmen's Meeting

1. Memorandum from David Porter to the Board of Selectmen, dated March 12, 2018, re: Eversource Petition for Grant of Location to Install Pole #19/87A
2. Memorandum from the Board of Public Works to the Board of Selectmen, dated February 27, 2018, re: Eversource Energy Request – Grant of Location for Utility Pole (19/87A), with attached photographs of the location of the proposed pole
3. Letter from Kelly Ann Correia, Supervisor of Rights and Permits for Eversource, to the Board of Selectmen, dated January 23, 2018, re: Old Connecticut Path, W.O. #2240857, with attached petition and site map
4. Draft letter from Nan Balmer to Jerry Cellucci, Senior Corporate Counsel, Raytheon Company, re: Amendment of Notice of Activity and Use Limitation dated October 21, 1997 on Future Municipal Parcel at Wayland Town Center
5. Letter from Nan Balmer to Jerry Cellucci, Senior Corporate Counsel, Raytheon Company, dated October 6, 2015, re: Modification of Deed Restriction on Future Municipal Parcel at Wayland Town Center
6. Letter from Jerry Cellucci, Senior Corporate Counsel, Raytheon Company, to Nan Balmer, dated October 30, 2015, re: Future Municipal Parcel at Wayland Town Center
7. Draft Article on Debt Exclusions for the *Wayland Town Crier*
8. Article List for 2018 Annual Town Meeting, updated March 9, 2018
9. Report of the Town Administrator for the week ending March 9, 2018
10. Draft Minutes of the Board of Selectmen meeting on February 26, 2018

**BOARD OF SELECTMEN
Monday, March 12, 2018
Wayland Town Building
Selectmen's Meeting Room**

CORRESPONDENCE

Selectmen

1. Memorandum from Sarkis Sarkisian, Town Planner, dated March 7, 2018, re: Federal disposition of Launcher Way, with attached map and photographs
2. Houghty's Heroes, Bi-monthly News from the Wayland Fire Department, March 2018
3. Email from Judy Ling, dated March 7, 2018, re: Follow-up Questions on 2015 Donahue Survey



Sarkis Sarkisian
Wayland Town Planner

TOWN OF WAYLAND
MASSACHUSETTS
01778
PLANNING DEPARTMENT

TOWN BUILDING
41 COCHITUATE ROAD
TELEPHONE: (508) 358-3615
FAX: (508) 358-4036

DATE: March 7, 2018
TO: Nan Balmer, Town Administrator
FROM: Sarkis Sarkisian, Town Planner
RE: Federal disposition of Launcher Way Map 01-001 - 5.6 acres

Below is an email I received on February 27, 2018 from Frank A. Pinion, Jr Team Lead, Residential Communities Initiative regarding the sale of the Launcher Way parcel in Wayland, Assessors Map 01-001 consisting of 5.6 acres. I have enclosed a map which shows the parcels and 12 existing residential units. The Launcher Way residential units are all one story, three bedroom single family homes with one bathroom. They all have attached one car garages. There is also an additional uncovered parking space in each driveway. No wetlands exist on the property, however it is in a Zone II. The new Federal Administration passed legislation in 2017 that the property needs to be disposed of to the highest bidder. This maybe a long shot but it is worth exploring options for acquiring this land and converting the existing housing units into Affordable Housing. We also could deed some of the units for Veterans Housing. I have been told by a direct abutter that the current Veterans living in the units must be prepared to leave in December. A 40-B project would require a 56-unit project to have 12 affordable units.

Dear Mr. Sarkisian;

The Secretary of the Army has been granted authority to dispose of 3 parcels of land in the vicinity of Natick, MA and under the Command of U.S. Army Garrison Natick Soldier's Support Center (Natick SSC).

The land parcel for disposal within your jurisdiction is approximately 5.6 acres located on Launcher Way and Oxbow Rd with 12 Housing Units.

My office will be hosting an Industry Forum Day on Natick SSC, Community Center (Bldg. 32) at 9.00 on 13 March, for the General Public / Interested Parties / Potential Bidders to obtain specific information on each parcel, existing improvements, bid submittal process, other land / facilities information and inspect the properties and buildings.

I'm providing this advance notice to inform your office that interested bidders may be contacting the Town for information related to zoning, land use restrictions, utility services, etc.

I would also like to extend an invitation for Town Representatives to attend the Industry Forum Day; and if you would like to distribute information or a short presentation on such procedures, please let me know as soon as possible.

*Frank A. Pinion, Jr
Team Lead, Residential Communities Initiative*

*U.S. Army Corps of Engineers
Norfolk District
803 Front St.
Norfolk, VA 23510-1011
Office: 757 201 7739
Cell: 757 567 5289*

Recommendation: The Planning Board recommends that the Board of Selectmen allow the Housing Trust to explore and advise on disposition of 5.6 acres of land including the 12 existing housing units at Launcher Way with a goal of creating affordable housing... Brian O'Herliy Treasurer of the Trust attended our Planning Board meeting on Tuesday March 6th and stated he is willing to volunteer time towards this effort with Town Staff. I will be attending the March 13th Forum with members of the Planning Board, the Trust and Brian Boggia Wayland Housing Director.



March 1, 2018

Wayland, MA

1 inch = 67 Feet

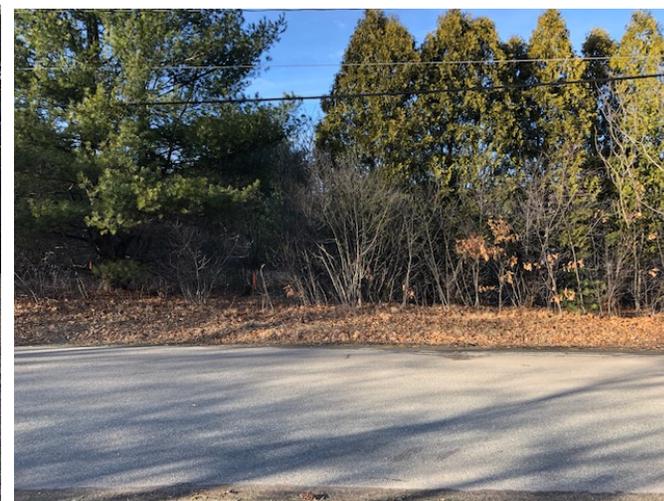


www.cai-tech.com



Acres and Sq Ft of the Lot
ParcelLines - Ortho

Data shown on this map is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this map.





HOUGHTY'S HEROES



Bi-Monthly News from the Wayland Fire Department

Volume Eleven

March 2018

Lucky Driver: The elderly driver of the red car was very lucky when the pickup truck towing a trailer with excavation equipment hit the passenger side of the car pushing it into a snow bank and up against a fence. The accident occurred at Oak and Commonwealth in the middle of the afternoon. The jaws of life were used to gain entry to the patient and extricate her from the car. Based on her age and the mechanism of injury, she was transported to a trauma center in Boston for evaluation.



Administrative Training: Both Chiefs and the Administrative Assistant participated in the Fire Chiefs Association of Massachusetts Professional Development Seminar conducted at the end of February at the DCU center in Worcester. Subjects including building a healthier fire station, conducting internal investigations, effective management tips, FBI and active shooter, and the Massachusetts Fire Prevention Code updates were discussed. Sharon, our department's Administrative Assistant, attended an all-day program entitled "Being an Effective Administrative Assistant". It was clear to us before she attended she could have taught the program, but the networking and tips she picked up will be valuable in her job.

High School Program: This past winter a group of students in the Entrepreneurial Business Management class approached the fire department asking for support of their project. They are selling safe lighters that have the Wayland High School logo printed on them. They are also adding a safety message as part of their program on the proper use of lighters. These lighters are not allowed to be sold on school property so they are challenged with finding appropriate vendors to display and sell them in their stores. Once they break even, all proceeds will be given to the fire department's Fire Education Program.



Day Light Savings Time March 11, 2018



This is a perfect time to remind everyone that when you change your clocks in March be sure to change your batteries and test your detectors. If your detectors are more than ten years old, it is time to replace them. The fire department will gladly assist anyone that needs help doing this.

Letter of Thanks: It is really humbling to see how many letters we receive each month from people in town about their contact with our firefighters. Every once in a while one comes across my desk that is different, and I thought this one from a Sudbury resident shows that no matter where our crews go they deliver the same level of service. Firefighter/Paramedics, Wheeler and Tyree, made a difference in this patient's life.

Dear Chief Houghton,

On January 13, 2018 it was necessary for me to make a 911 call to our Sudbury Fire Department.

My husband was in physical distress to a degree that he and I were not aware of.

To my surprise, the Wayland Fire Department arrived instead of Sudbury in what seemed to be only a matter of minutes. Chief Houghton, I am very happy to be able to tell you today that, my husband, who was in the Critical Care Unit of Emerson Hospital for seven days, is alive and well due in great part to your excellent team of responders. The doctors informed me that if action was not taken when it was, my husband would no longer be with us.

As I do not, unfortunately, know the names of the team you dispatched to our home, I will ask that you personally thank them for saving Ray's life. Ray and I also want to thank you for obviously having a fire department that I am certain Wayland is very thankful for and, of course, very proud of.

Ray and I again wish to thank you all so very much for being a fire department that is everything that a town's people could ask for, and we pray that you will all always be safe as you carry out your difficult and many times dangerous duties.

Sincerely,

Mary and Ray



We are SAFE for another year: The Wayland Fire Department has been awarded \$3,708.00 for Student Awareness of Fire Education (S.A.F.E.) and an additional \$2,415 for Senior Safe programs. Firefighters Winner and Walkinshaw continue to do a great job in educating our residents no matter what age they are.

Hands On: All of the shifts have completed hands on training refreshers with some new techniques introduced on Rapid Intervention Teams. A contractor allowed us to train in a house that was being taken down. Lt. McGuire and Firefighter/Paramedic Walkinshaw led the training for all of the shifts.



Chief Fire Officer Program Graduate: Assistant Chief McPherson graduated from the 25th offering of the Massachusetts Firefighting Academy Chief Fire Officer Management Training Program on February 1st. This fourteen week program was developed in accordance with the National Fire Protection Association Standards for Chief Fire Officers and was jointly delivered by the Edward Collins Center for Public Administration at the University of Massachusetts and the Fire Academy.



House Fire: A resident living in a small rental property on Plain Road was extremely lucky she heard some popping and buzzing early in the morning on February 12th. The resident woke to the sounds and found her house filling with smoke. She immediately exited and called 911. On the arrival of the on duty shift, heavy smoke was coming from the structure, and fire was visible on the wall just inside the front door. The shift officer, Captain Dorey, requested a second alarm assignment due to the minimal staffing on duty. This request brought all of the duty firefighters back to the station, engines from Sudbury and Weston were called to the scene, and Natick and Lincoln provided station coverage. The fire was quickly extinguished, and the extension of the fire was kept small. The house is not habitable, and the investigation found it to be an electrical issue in the walls that caused \$35,000 in damage. The most important element that came from this fire was the lack of any working smoke detectors. If this resident was not alert to the issue going on, the outcome would have been much different.



Wayland Fire in the News: Twice in two weeks the Wayland Firefighters managed to make the news. The first time it was local news only, and the second time it was national news. It all started when the crews were cleaning up from the house fire and got toned for a medical emergency on Old Connecticut Path. A Framingham resident called 911 from his cell phone while traveling to Emerson Hospital with his wife who was in labor. The on duty shift was dispatched to the area of Lavin's package store where the car had pulled over, and the baby was being delivered. The mom had just delivered the baby in the front seat of the Honda Civic when Firefighter/Paramedics Will Tyree, Josiah David, and Nate Bachman arrived. The baby's cord was then cut, and the mom and her healthy baby boy were transported to Emerson. The next day the news station picked up the story from *The MetroWest Daily News*, and they showed up to interview Josiah (the seasoned one) and Nate (the rookie) in the station.

A week later Deputy Holland's shift was on duty when around 10:30 p.m., Firefighter/Paramedic Pat Walkinshaw got an alert on his phone of a private message sent to the department's Facebook page. Walkinshaw along with Firefighter/EMT Winner share the administration of our web page. The message was from a woman in Wayland, Michigan, whose

son was choking on chicken, and she did not have a phone to get help. Firefighter/Paramedics Tyree and Walkinshaw and Firefighter/EMT Casali went to work to locate the exact location of the women and gave her some pre-arrival instructions while others were looking up a phone number for the local fire department. They placed the call and continued to communicate with her via Facebook until help arrived. A follow-up call was made to the local EMS providers who stated the teenager was treated and doing well. This story made the news all across the country. Those who didn't know there was a Wayland, Massachusetts, do now. I am proud of the efforts the crew made to save a life almost 800 miles away and did so right from the station.

We have been stressing with every interview we have done, either in the station or on the phone, that this was an extremely lucky case and that social media is **NOT** a way to get emergency assistance. Facebook pages are not monitored 24/7. People should go to a neighbor, flag down a car, or pull a fire alarm box if they need immediate assistance. **DO NOT** post it or send your emergency needs on a social media page. It may not be seen for hours or days.



Porter, David

From: Balmer, Nan
Sent: Wednesday, March 07, 2018 2:20 PM
To: Porter, David
Subject: FW: Follow-up Question on 2015 Donahue Survey

correspondence

From: Judy Ling [<mailto:judy5concord@gmail.com>]
Sent: Wednesday, March 07, 2018 1:24 PM
To: Jurist, Louis; Anderson, Lea; Karlson, Cherry; Levine, Doug; Antes, Mary; aida gennis
Cc: Balmer, Nan; Tfay@bsctrialattorneys.com
Subject: Follow-up Question on 2015 Donahue Survey

Hello,

At the LWV meeting on March 5, 2018, there was a quick discussion about the 2015 Donahue Survey. It was noted that at the time of the survey, respondents did not know that the town would receive \$10M grant from the state.

That is true. However, I wanted to show you the full question in the survey. As you can see, the survey question specifically asked respondents to take into consideration a 45% of construction cost grant money before answering the 2 questions below. The results of the 2 questions are also provided for your consideration.

Best,

Judy

IV. Community Support for a Building Project

In 2014, the Commonwealth authorized a Public Library Construction Program that will provide over \$150 million to Massachusetts communities seeking to renovate or expand their libraries or build new ones. The Town of Wayland will be able to apply for a grant that could cover as much as 45 percent of the total construction costs of an approved library project. In light of this opportunity, please answer the following:

13. How likely would you be to support a bond issue to fund a library project in Wayland that expands/modernizes the current building?

- Very unlikely Unlikely Likely Very likely Uncertain

14. If it is not possible to expand/modernize the current building, how likely would you be to support a bond issue to fund construction of a new facility on a different site?

- Very unlikely Unlikely Likely Very likely Uncertain

IV. Community Support for Building Project

13. How likely would you be to support a bond issue to fund a library project in Wayland that expands/modernizes the current building?

Expansion and Modernization



14. If it is not possible to expand/modernize the current building, how likely would you be to support a bond issue to fund construction of a new facility on a different site?

New facility and location



Very Unlikely Unlikely Uncertain Likely Very Likely

