



TOWN OF WAYLAND Annual Reports



*Two Hundred and Thirty-Seventh Year
July 1, 2016 Through June 30, 2017*

COVER PHOTO

Mainstone Farm

(Courtesy of the Conservation Commission)



**ANNUAL REPORTS FOR THE
TOWN OF WAYLAND
FOR ITS TWO HUNDRED AND
THIRTY-SEVENTH MUNICIPAL YEAR
JULY 1, 2016 TO JUNE 30, 2017**

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BOARD OF SELECTMEN

Foremost, the Board wishes to acknowledge and thank the many citizens of Wayland who volunteer countless hours of community service as members of appointed boards and commissions. The Board also thanks the excellent employees who keep our town running so well. And, of course, we thank the taxpayers of Wayland who provide the funds to pay for the services that make our town a wonderful place to live.

Town Administrator Nan Balmer entered her third year as Wayland's chief executive and brought new faces to Wayland's management team. Thomas Holder became the Director of Public Works following the retirement of Stephen "Stubby" Kadlik, and Linda Hansen accepted the position of Conservation Administrator upon the retirement of Brian Monahan.

Throughout the year, the Selectmen worked with and appointed citizens to numerous permanent and temporary committees. In keeping with Wayland's rich history of citizen involvement in Town government, appointees to boards and committees bring a wide-variety of professional experience to issues that affect the Town.

Town Administrator, Nan Balmer, lead several projects to improve the financial structure and reporting for the Town.

- The Board continued its working relationship with the financial consultant, UniBank Fiscal Advisory Services, throughout the year. In February, the Board received budget policy recommendations from UniBank, and discussed length of borrowing terms for various capital requests.
- In November, the Board received the Review of Financial Policies and Procedures conducted by the Collins Center. The Board reviewed the report at a meeting in January and discussed follow-up projects to be done under two Community Compact Grants received from the State.
- The management team and financial consultant participated in the rating call with Moody's. Moody's changed Wayland's bond rating to Aaa with a negative outlook with mention of the challenges of using reserves to balance operations and an above average debt burden. Moody's will revisit the rating in the fall of 2017.
- In April, the Town received notification of achieving a Certificate of Achievement for Excellence in Financial Reporting (CAFR) for the

Fiscal Year 2016. This is the second CAFR for Wayland.

The Board continued its focus on affordable housing with various initiatives occupying the Board's agendas:

- Two 40B residential development projects have occupied the Board. In July 2016, the Board expressed its concerns to Mass Housing regarding the "Brookside" development on Boston Post Road, and in March 2017 the Board issued a letter to Mass Housing outlining its reservations about the "Windsor Place" development on School Street. Mass Housing allowed both projects to proceed and each project will progress to the Zoning Board of Appeals review in fiscal 2017-2018.
- After much coordination and effort amongst many boards, the Board of Selectmen voted to submit the Housing Production Plan in September 2016. The Department of Housing and Community Development notified the Board of its approval of the plan in October.
- In October, the Board heard from Housing Consultant Karen Sunnarborg on the organization of Wayland's affordable housing programs and initiatives. After receiving her suggestions, the Board requested funding from the Community Preservation Committee for a \$20,000 grant for consulting assistance in managing the Town's housing initiatives. Town Meeting approved the request.
- The River's Edge Advisory Committee continued its work through the issuance and reissuance of the RFP with second round responses due in July. In October 2016, the Board received the REAC's recommendation to accept the bid of Wood Partners as project developer. Following its own summary review including an extension of the RFP schedule, in February 2017, the Board endorsed the recommendation of Wood Partners and initiated negotiations on the Land Development Agreement for the River's Edge property. Negotiations continued as of the date of this report.

The Board worked with the Human Resource Director/Assistant Town Administrator, John Senchyshyn, on three topics:

- All union contracts expired on June 30, 2017. Beginning in December 2016, the Human Resources Director/Assistant Town Administrator guided the Board in its negotiations with the six

town unions. As of the date of this report (June 30, 2017), all town unions were engaged in negotiations and several settlements were imminent.

- Working with the School Committee, Personnel Board and Finance Committee, the Board continued a major project to restructure employees' and retirees' health insurance plans with the goal of reducing insurance costs. A Memorandum of Understanding on health insurance was signed with all unions in September 2016. The Memorandum will continue to guide health insurance coverage through June 30, 2019.
- At Special Town Meeting in November 2016, the Town voted to petition the legislature to leave Civil Service. This supported a vote by the Police Union to do the same, and the State legislature passed Chapter 413 of the Acts of 2016, An Act Exempting All Police Officers in the Police Department of the Town of Wayland from the Civil Service Law. The law allowed Officers hired under Civil Service to retain their Civil Service rights while also providing greater flexibility in promoting existing Officers and hiring new ones.

The Selectmen participated in many important and varied activities throughout the year. The following are a few highlights from our 20+ regular session meetings:

- Wayland was once again named the safest town in Massachusetts. Chief Robert Irving notified the Board of his impending retirement in September 2017. Recruiting efforts for his replacement began in May.
- In July 2016, the Board issued an RFP for Legal Services and created an evaluation committee to review and interview respondents. In November 2016, the Board interviewed and appointed attorneys Carolyn Murray and Amy Kwesell of KPLaw as new town counsel.
- In January 2017, the Board launched its Listening Sessions subcommittee. Mary Antes and Lea Anderson held seven facilitated sessions gathering feedback from residents on specific questions. The Board received the summary report in late March and shared the information with staff and residents. Working with Town staff, the Board is focused on improving communication (both the amount and source of information), the operation of Town Meetings and increased coordination among related Town functions.
- Following 2016 Town Meeting approval to appropriate \$12 million for a conservation restriction on over 208 acres of land at Mainstone Farm, the Board of Selectmen completed the

transaction by signing the Conservation Restriction and closing on the land in April 2017.

- The Board received regular updates from the Information Technology (IT) Director on implementation progress around consultants' findings on IT procedures, controls and system infrastructure.
- The first portion of the long-awaited Rail Trail opened from Town Center to the Depot and efforts are underway to complete the remainder of it in fiscal year 2017-2018. This project has been in the works for decades, and residents began enjoying the first portion immediately while looking forward to completion of the whole Trail.
- The newly renamed Energy and Climate Committee oversaw the installation and initialization of four solar arrays at various locations in Wayland. These four arrays are anticipated to provide savings equivalent to about 25% of the Town's electricity requirements. The Committee's work on LED streetlights continues and will be funded through savings and grants.
- The Board continued its concerted efforts to make Town Meetings better informed and more efficient. A Special Town Meeting was held in November and Annual Town Meeting was held in April. The Board worked with sponsors and the Finance Committee to have warrant article write-ups be thorough and for warrant articles to be pulled if additional work is needed before discussion at Town Meeting.
- The Town held a Special Election on September 20, 2016 with one question on the ballot. Voters were asked to authorize borrowing \$144.9 million for construction costs of a new high school for the Minuteman Regional School District. All 16 participating towns voted on the same day and the question passed by an overall majority. In Wayland, 161 or 1.7% of the residents voted and the question did not pass. Wayland had previously voted to leave the district and would not be affected by the outcome of the vote.

Joseph F. Nolan completed 12 consecutive years of service on the Board of Selectmen and chose not to seek reelection. At the March 2017 annual Town election, residents reelected Cherry C. Karlson and elected Douglas A. Levine to serve for three year terms on the Board. The Board held their organizational meeting shortly after Annual Town Meeting, electing Lea Anderson as Chair and Cherry Karlson as Vice Chair, as well as continuing the Board's practice of selecting liaisons to various committees and boards.

The Board continues its efforts to make its meetings and actions transparent to the public. All meetings are taped by WayCam for rebroadcast, the entire Board information packet is available online in advance of each meeting, and regular and executive session minutes are produced, reviewed, and posted online. In August 2016, the Board heard from staff on plans to meet the requirements of the new Public Records Law which went into effect in January 2017. Public Records Law training was provided to staff and elected and appointed officials. Then in June, the Board considered, revised and issued a Governance Guidelines handbook for all boards and committees under the direction of the Board of Selectmen which

explains compliance with the Open Meeting Law and provides suggestions for being productive committee members.

The Board would like to thank all residents, board and committee members and employees for their efforts and cooperation in conducting the business of Wayland. The Board welcomes attendance at its meetings and has time for community input at the start of all meetings.

General Information



| | | | |
|--|--|------------|--------------|
| Form of Government | Open Town Meeting | | |
| Town Website | www.wayland.ma.us | | |
| Population (January 2017) | 14,009 | | |
| Number of Households (including vacant) | 6,012 | | |
| Polling Hours | 7:00 A.M. – 8:00 P.M. | | |
| Polling Locations | Wayland Town Building (Precincts 1 and 4) Wayland Middle School (Precincts 2 and 3) | | |
| Current Tax Rate | \$18.14 | | |
| School Enrollment | Claypit Hill Elementary | | 548 |
| | Happy Hollow Elementary | | 391 |
| | Loker Elementary | | 286 |
| | Wayland Middle School | | 638 |
| | Wayland High School | | 858 |
| | TOTAL ENROLLMENT (Jan. 2017) | | 2,721 |
| Land Area - Town of Wayland | 15.28 Square Miles | | |
| Transfer Station Hours: (Except Holidays) | Tuesday | 8:00 am - | 4:00 pm |
| | Thursday | 7:00 am - | 4:00 pm |
| | Saturday | 7:00 am - | 4:00 pm |
| Library Hours: (School Year) | Monday – Thursday | 9:00 am - | 9:00 pm |
| | Friday | 9:00 am - | 6:00 pm |
| | Saturday | 10:00 am - | 5:00 pm |
| | Sunday | 2:00 pm - | 5:00 pm |
| Town Building Office Hours: | Monday | 8:00 am - | 7:00 pm |
| | Tuesday – Thursday | 8:00 am - | 4:00 pm |
| | Friday | 8:00 am - | 12:30 pm |

(Please check with individual departments as the hours may vary.)

FEDERAL AND STATE OFFICIALS REPRESENTING WAYLAND

| | | |
|--|--|---|
| United States Senators in Congress: | Elizabeth Warren - D 317 Hart Senate Office Building Washington DC 20510 (202) 224-4543 | Edward J. Markey - D 255 Dirksen Senate Office Building Washington DC 20510 (202) 224-2742 |
| Representative in Congress, Fifth Congressional District | Katherine Clark - D 116 Concord Street, Suite 1 Framingham, MA 01702 (508) 319-9757 | |
| State Senator, Fifth Middlesex District | Richard J. Ross – R 24 Beacon Street, Room 419 Boston, MA 02133 (617) 722-1555 | |
| Representative in General Court, Thirteenth Middlesex District | Carmine L. Gentile - D 24 Beacon Street, Room 39 Boston, MA 02133 (617) 722-2810 | |
| Representative in General Court, Fourteenth Norfolk District | Alice Hanlon Peisch – D 24 Beacon Street, Room 473G Boston MA 02133 (617) 722-2070 | |

| ELECTED TOWN OFFICIALS | NAME | TERM EXPIRES |
|-------------------------------|-------------------------|---------------------|
| MODERATOR | Dennis J. Berry | 2020 |
| TOWN CLERK | Beth R. Klein | 2019 |
| SELECTMEN | Lea T. Anderson | 2018 |
| | Mary M. Antes | 2018 |
| | Louis M. Jurist | 2019 |
| | Cherry C. Karlson | 2020 |
| | Douglas A. Levine | 2020 |
| SCHOOL COMMITTEE | Jeanne Downs | 2020 |
| | Nathaniel Buffum | 2020 |
| | Ellen M. Grieco | 2018 |
| | Kimberly Sklar Reichelt | 2019 |
| | Kathleen Steinberg | 2018 |
| ASSESSORS | Jayson S. Brodie | 2020 |
| | Steven M. Glovsky | 2020 |
| | Cheryl A. Kane | 2018 |
| | Susan M. Rufo | 2019 |
| | Zachariah L. Ventress | 2018 |

| | | |
|--|-------------------------|------|
| PLANNING BOARD | Daniel C. Hill | 2019 |
| | Albert I. Montague, Jr. | 2018 |
| | Kevin Francis Murphy | 2022 |
| | Andrew J. Reck | 2021 |
| | Nicole W. Riley | 2020 |
| PLANNING BOARD Associate Member | Jennifer M. Steel | 2019 |
| BOARD OF HEALTH | Elisabeth N. Brewer | 2018 |
| | Susan Erica Green | 2020 |
| | Brian J. McNamara | 2019 |
| | Arnold R. Soslow | 2020 |
| TRUST FUND COMMISSIONERS | David D'Orlando | 2018 |
| | Russell T. Kopp | 2020 |
| | James C. Murphy | 2019 |
| LIBRARY TRUSTEES | Mark P. Hughes | 2019 |
| | Sally Cartwright | 2018 |
| | Suzanne C. Woodruff | 2018 |
| | Anne B. Heller | 2019 |
| | Aida A. Gennis | 2020 |
| | Leah B. Hart | 2020 |
| BOARD OF PUBLIC WORKS | Prescott W. Baston Jr. | 2018 |
| | Thomas J. Abdella | 2020 |
| | Michael Lowery | 2019 |
| | Jonathan I. Mishara | 2018 |
| | Michael B. Wegerbauer | 2019 |
| RECREATION COMMISSION | Asa B. Foster | 2019 |
| | Frank Krasin | 2019 |
| | Christopher Ryan Fay | 2020 |
| | Heidi S. Seaborg | 2018 |
| | Thruston Wright III | 2018 |
| HOUSING AUTHORITY | Mary M. Antes | 2020 |
| | Jacqueline C. Ducharme | 2018 |
| | Kevin S. Goodwin | 2019 |
| | Susan Weinstein | 2018 |

| APPOINTED TOWN OFFICIALS | NAME | TERM EXPIRES |
|----------------------------------|-------------------------|---------------------|
| Trustees of the Allen Fund | Michael B. Patterson | 2018 |
| | Benjamin W. Johnson III | 2018 |
| | Lynn Dowd | 2018 |
| Animal Inspector (Livestock) | Bruce S. Sweeney | 2018 |
| Animal Control Officer | David R. Poirier | 2018 |
| Assessing, Director of | Ellen Brideau | Permanent |
| Assessor, Assistant | Donald L. Clarke | Permanent |
| Assessor, Administrative | Jessica Marchant | Permanent |
| Assistant Town Administrator | John Senchyshyn | Permanent |
| Assistant Town Clerk | Diane Gorham | Permanent |
| Audit Committee | Carolyn S. Bargoot | 2017 |
| | Chris Ryan | 2019 |
| | Christopher Cullen | 2019 |
| | Inna Kisseleva-Deeley | 2017 |
| | Randall C. Moore | 2018 |
| Building Commissioner | Geoffrey S. Larsen | Permanent |
| Local Inspector | David Fuller | Permanent |
| Gas Inspector | Allan Sherman | Permanent |
| Plumbing Inspector | Allan Sherman | Permanent |
| Plumbing/Gas Inspector, Deputy | Ernest Ferraro | Permanent |
| Wiring Inspector | Leo P. Landry | Permanent |
| Wiring Inspector, Deputy | John W. Alesse | Permanent |
| Central MA Advisory Rail Trail | Larry Kiernan | 2018 |
| Civil Defense Director | Robert Irving | Permanent |
| Community Preservation Committee | Prescott W. Baston Jr. | 2018 |
| | Maureen Cavanaugh | 2017 |
| | Susan Green | 2019 |
| | Anna Meliones | 2018 |
| | Albert I. Montague | 2019 |
| | Gretchen Schuler | 2019 |
| | Elisa J. Scola | 2019 |
| | John R. Sullivan | 2017 |
| | Susan Weinstein | 2018 |
| Conservation Administrator | Linda Hansen | Permanent |
| Conservation Commission | Roger A. Backman | 2017 |
| | Joanne B. Barnett | 2017 |
| | Sean P. Fair | 2018 |
| | Sherre Greenbaum | 2019 |
| | Barbara Howell | 2018 |
| | Thomas A. Davidson | 2019 |
| | John R. Sullivan | 2017 |
| Constables | William E. Pickett | 2019 |
| | Louis Gaglini | 2019 |
| | Nelson Goldin | 2017 |

| | | |
|---|-------------------------------|-----------|
| Council on Aging | Mary M. Antes | 2018 |
| | Evelyn M. Ekmejian | 2017 |
| | Carol Glick | 2017 |
| | Nancy Leifer | 2019 |
| | Elizabeth A. Patterson | 2018 |
| | Ellen Scult | 2017 |
| | Betsy Soule (non-voting) | 2018 |
| | William Sterling | 2019 |
| | Denise N. Yurkofsky | 2019 |
| Council on Aging/Community Center Advisory Committee | Steven J. Correia | 2016 |
| | Mark H. Foreman | 2016 |
| | Marylynn Gentry | 2016 |
| | Carol Glick | 2016 |
| | Frank Krasin | 2016 |
| | P. Jean Milburn | 2016 |
| | William Sterling | 2016 |
| Council on Aging-Director | Julie C. Secord | Permanent |
| Cultural Council | Kara Brewton | 2019 |
| | Kathryn Grey | 2018 |
| | Barbara Hoffman | 2018 |
| | Barbara Holtz | 2019 |
| | Matthew Ludwig | 2019 |
| | Robert B. Morrison | 2017 |
| | Brenda Stevens Ross | 2017 |
| | Jonathan F. Saxton | 2017 |
| Design Review Advisory Committee | Marjorie Ford | 2018 |
| | Leisha Marcoccio | 2018 |
| | Andrew Reck | 2018 |
| | Katherine Schreiber | 2018 |
| | William Sterling | 2018 |
| Dog Control Appeals Board | Susan L. Wagner | 2019 |
| | Jeffrey S. Baron | 2019 |
| | Susan Koffman | 2018 |
| | Arthur Fine, Alternate Member | 2019 |
| Dog Control Officer /Animal Inspector (nominated by State) | Jennifer Condon | 2017 |
| Dog Control Officer /Animal Inspector (appointed by Selectmen) | Jennifer Condon | Permanent |
| (DPW) Director of Public Works | Tom Holder | Permanent |
| Economic Development Committee | James Grumbach | 2019 |
| | Doug Levine | 2019 |
| | P. Jean Milburn | 2017 |
| | Frank A. Panaccio | 2018 |
| | John T. Pugh | 2018 |
| | Seth A. Roman | 2017 |
| | Rebecca M. Stanizzi | 2019 |
| Emergency Planning Committee | Lea Anderson | |

| | | |
|----------------------------------|-----------------------------------|-----------|
| | Mary Antes | |
| | David Houghton | |
| | Robert Irving | |
| | Eric Knapp | |
| Energy and Climate Committee | Anne Harris | 2019 |
| | William Huss | 2019 |
| | Harvey Michaels | 2018 |
| | Tom Sciacca | 2017 |
| | Ellen R. Tohn | 2017 |
| | John Harper (non-voting) | |
| | Michael Staiti (non-voting) | |
| | Kaat vander Straeten (non-voting) | |
| Fence Viewers | Board of Selectmen | 2017 |
| Field Drivers | Constables | 2017 |
| Finance Committee | Nancy E. Funkhouser | 2017 |
| | Jen Gorke | 2019 |
| | Carol B. Martin | 2018 |
| | Klaus Shigley | 2019 |
| | George Uveges | 2017 |
| | David Watkins | 2017 |
| Finance Director/Town Accountant | Brian Keveny | Permanent |
| Fire Chief | David G. Houghton | Permanent |
| GIS Analyst | Brendan Decker, GSP | Permanent |
| Health Director | Julia M. Junghanns | Permanent |
| Sanitarian, Health Agent | Darren MacCaughey | 2017 |
| Inspector of Milk | Julia M. Junghanns | 2017 |
| Food Inspector | Beth Grossman | 2017 |
| Burial Agent | Cynthia F. Bryant | 2017 |
| Historical Commission | Amanda Ciaccio | 2017 |
| | R. Richard Conard | 2018 |
| | John Dyer | 2018 |
| | Elisa Scola | 2018 |
| | Tonya Largy | 2018 |
| | Ann Gordon | 2019 |
| | Katherine Gardner-Westcott | 2019 |
| Historic District Commission | Margery F. Baston | 2019 |
| | Alice Boelter | 2017 |
| | Seema Mysore | 2019 |
| | Marjorie Ford | 2018 |
| | Desmond J. McAuley | 2018 |
| | Gretchen G. Schuler | 2017 |
| | Kathleen Steinberg | 2019 |
| | Caitlin B. Ahern (Alternate) | 2019 |
| | Kate M. Finlayson (Alternate) | 2019 |
| Housing Authority Director | Brian E. Boggia | Permanent |
| Housing Partnership | Mary M. Antes | 2017 |
| | Kathleen Boundy | 2017 |

| | | |
|--|--------------------------------|-------------------------------------|
| | Rachel G. Bratt | 2017 |
| | Christine DiBona | 2017 |
| | Patricia M. Harlan | 2018 |
| | The Reverend Dr. Stephanie May | 2018 |
| | Martin S. Nichols | 2018 |
| Human Resources Director | John Senchyshyn | Permanent |
| Information Technology Manager | Gwen Sams-Lynch | Permanent |
| Library Director | Dana Mastatroianni | Permanent |
| Metropolitan Area Planning Commission | Mary M. Antes | 2018 |
| MBTA Advisory Board | Joseph F. Nolan | 2018 |
| Measurers of Wood & Bark | Paul Doerr | 2018 |
| | Lewis S. Russell, Jr. | 2018 |
| | Harry F. Sweitzer | 2018 |
| Metrowest Regional Collaborative Comm | Mary M. Antes | 2018 |
| Metrowest Regional Transit Authority Advisory Board | Sarkis Sarkisian | 2018 |
| Minuteman Voc Tech School | Mary Ellen Castagno | 2017 |
| Municipal Affordable Housing Trust Fund Board | Mary M. Antes | 2017 |
| | Michael Staiti | 2018 |
| | Stephen A. Greenbaum | 2018 |
| | Bob Duffy | 2017 |
| | Brian O'Herlihy | 2018 |
| | Susan Weinstein | 2017 |
| Permanent Municipal Building Committee | Brian J. Chase | 2018 |
| | James E. Riley | 2017 |
| | Patrick Rowe | 2018 |
| | Eric Sheffels | 2018 |
| | Michael Gitten | 2017 |
| | Jeanne Downs | Completion of High School Fields |
| | Michael Hoyle | Completion of High School Fields |
| | Tonya Largy | Completion of Stone's Bridge |
| | Elisa Scola | Completion of Stone's Bridge |
| | Thomas White | Completion of Library Project |
| | Aida Gennis | Completion of Library Project |

| | | |
|---------------------------------------|---------------------------|--|
| | William Sterling | Completion of Council on Aging/ Community Center |
| | Mark Heyward Foreman | Completion of Council on Aging/ Community Center |
| Personnel Board | Deborah Sue Cohen | 2018 |
| | Jessica W. Green | 2021 |
| | Miranda S. Jones | 2019 |
| | Maryanne Peabody | 2017 |
| | Philip C. Schneider | 2020 |
| Planner, Town | Sarkis Sarkisian | Permanent |
| Police Chief | Robert Irving | Permanent |
| Public Ceremonies Committee | George Bernard | 2019 |
| | Carl Bernardo | 2019 |
| | John C. Dyer | 2018 |
| | Stephen Streeter | 2018 |
| | Richard P. Turner | 2020 |
| Recreation Director | Jessica Brodie | Permanent |
| Regional Transportation Advisory Comm | Joseph F. Nolan | 2017 |
| Board of Registrars | Catherine A. Radmer | 2018 |
| | Judith H. Ide | 2019 |
| | Elizabeth A. Salerno | 2020 |
| | Beth R. Klein | 2019 |
| Assistant Registrar | Diane Gorham | 2019 |
| River Stewardship Council | Thomas Sciacca | 2018 |
| | Mary M. Antes (Alternate) | 2018 |
| School Superintendent | Paul Stein | Permanent |
| Sealer of Weights & Measures | Timothy J. Walsh | 2018 |
| Senior Tax Relief Committee | Joan Bradford | 2017 |
| | Linwood Bradford | 2018 |
| | Stephen J. Colella | 2019 |
| | Pauline DiCesare | 2018 |
| | Anne Gilbert | 2019 |
| | Rebecca MacGregor | 2017 |
| | Patricia Nelson | 2019 |
| Surface Water Quality Committee | Jack Carr | 2018 |
| | Thomas J. Largy | 2018 |
| | Michael P. Lowery | 2017 |
| | Charles W. Moores | 2017 |
| | Elizabeth Newton | 2019 |
| Surveyors of Lumber | Susan W. Pope | 2018 |
| | Jean B. Pratt | 2018 |
| | Harry F. Sweitzer | 2018 |

| | | |
|--|--|-----------|
| Town Administrator | Nan Balmer | Permanent |
| Town Counsel | Carolyn M. Murray | Permanent |
| Town Surveyor | Alfred (Alf) Berry | Permanent |
| Treasurer/Collector | Zoe Pierce | Permanent |
| Deputy Tax Collector | Kelley & Ryan Associates, Inc. | 2017 |
| Trinity Mental Health Representative | Karen Braunwald | Permanent |
| Veterans' Agent | Sarada Kalpee, West Suburban Veterans Services | Permanent |
| Veterans' Grave Officer | Richard P. Turner | Permanent |
| Wastewater Management Commission | Rick Greene | 2018 |
| | Frederick K. Knight | 2019 |
| | Sam Potter | 2017 |
| Wayland Real Asset Planning (WRAP) Committee | Anette Lewis | 2017 |
| | Nicole Riley | 2017 |
| | Thomas Abdella | 2017 |
| | Gretchen Schuler | 2017 |
| | Sarkis Sarkisian, Ex Officio | 2017 |
| | Nan Balmer, Ex Officio | 2017 |
| | Ben Keefe, Ex Officio | 2017 |
| | Brian Keveny | 2017 |
| Youth and Family Services Director | Lynn Dowd | Permanent |
| | Dossie Kahn | Permanent |
| Youth Advisory Committee | Malcolm Astley | 2017 |
| | Detective Tyler Castagno, Youth Officer | 2018 |
| | Reverend Theodore F. Crass | 2018 |
| | Corrie Dretler | 2017 |
| | Sara Greenaway | 2017 |
| | Lisa Raftery | 2018 |
| | Brenda S. Ross | 2018 |
| Zoning Board of Appeals | Michael Connors Jr. | 2017 |
| | Aida A. Gennis | 2017 |
| | Eric B. Goldberg | 2018 |
| | Jonathan M. Sachs | 2018 |
| | Thomas W. White | 2019 |
| ZBA Associate Members | Shaunt Sarian | 2017 |
| | Linda L. Segal | 2018 |
| | Jason Drori | 2019 |

| | |
|----------------------|--------------|
| Precinct 3 | 2,351 |
| Precinct 4 | <u>2,623</u> |
| Total | 9,903 |

| | |
|---|--------|
| Population (Census January, 2017) | 14,009 |
| Households (includes vacant) | 6,012 |

Vital Records 2016

| | |
|---------------------------------|-----|
| Births Recorded | 113 |
| Deaths Recorded | 232 |
| Marriages Recorded | 37 |
| Business Certificates | 117 |

Financial Report FY17

| | |
|--|-------------|
| Revenue (including dog fees) | \$59,203.50 |
|--|-------------|

Dog Licenses Issued 2017

| | |
|------------------------|-------|
| Dog Licenses | 1,800 |
| Dog Kennels | 2 |

INFORMATION TECHNOLOGY

The Information Technology Department (IT) provides centralized technology services to Town and School Department users and maintains all enterprise-wide municipal computer applications. IT also manages the fiber optic network that links all Town locations, hundreds of users and major infrastructure services such as Fire, Police and Schools.

The Information Technology Department serves to promote, maintain and support both current and future software and hardware technologies that create substantial efficiencies and integrity for all Departments in their efforts to serve the residents of the Town of Wayland.

This year the IT Department updated important technology infrastructure in use by the Town. The IT Department also worked on upgrading the Town website, improvements to the financial management system and the implementation of an endpoint management system.

TOWN MEETING ELECTRONIC VOTING IMPLEMENTATION SUBCOMMITTEE

FY2012

In August of 2011, version 2.0 of the Electronic Voting Implementation Subcommittee (ELVIS) was chartered to

- Support the selection of a provider of an electronic voting service for Wayland Town Meeting by
 - preparing electronic voting system requirements and specifications for inclusion in a Request for Proposal to be issued by the Town Administrator
 - identifying potential bidders and soliciting proposals
 - interviewing bidders and analyzing submitted proposals
 - providing a recommendation
- Oversee the implementation and deployment of Electronic voting at the April 2012 Town Meeting.

Alan Reiss, Dave Bernstein, Jon Sieber, and Lois Toombs from ELVIS 1.0 joined ELVIS 2.0. Don Schuler, Kim Cook, Larry Krakauer, and Lynne Dunbrack were appointed to ELVIS 2.0. Dave Bernstein served as Chair.

In the fall of 2011, ELVIS develop a set of requirements for an electronic voting service – comprehensive support for wireless electronic voting. We sent our requirements to 23 candidate suppliers, discussed these requirements with the 9 of those suppliers who expressed interest, and received 4 responses to the formal Request for Proposal issued by the Town Administrator in early January 2012. We evaluated the technical component of these responses, and made our recommendation to Moderator Dennis Berry and Town Administrator Fred Turkington. In late February 2012, Wayland selected Options Technologies Interactive (OTI) – the same company that provided both the proof-of-concept demonstration and the free Electronic Voting Pilot at Wayland’s April 2011 Annual Town Meeting. The Board of Selectmen and Finance Committee provided the funding needed for electronic voting at Wayland’s 2012 Annual Town Meeting.

With an electronic voting system provider selected, the subcommittee shifted its focus to the deployment of electronic voting at the April 2012 Town Meeting. The Electronic Voting Procedures Handbook was updated to include the voting lamp and a more robust procedure for the Moderator’s use when initiating votes.

With 31 Articles in the Warrant, Town Administrator Fred Turkington contracted with OTI to provide electronic voting for four consecutive sessions in the Middle School Gymnasium and Auditorium, with 7 Welcome Stations, 1000 Handsets for the first session, and 500 Handsets for subsequent sessions.

To calibrate sampling as a way to forecast Town Meeting attendance, members of ELVIS spoke by telephone in late

March with 210 randomly-selected Wayland Voters. Each Voter was asked whether they were planning to attend the first session of Wayland's Annual Town meeting. 38% expressed an intention to attend.

Attendance at the opening session of this year's Annual Town Meeting was far greater than last year's. More than 700 voters filled the Middle School Gymnasium and overflowed into the Auditorium. While several hundred voters arrived early, the 400 or so voters who arrived between 7:15 pm and 7:45 pm did experience check-in delays. The arrangement with WayCAM for the voting lamp to be on-screen in the Auditorium during votes proved effective. Seven Articles were disposed of in this session with 14 electronic votes.

During the second session, attendance peaked above 400 voters. The session focused exclusively on the FY2013 Omnibus Budget, which required 16 electronic votes for passage. During this session the Moderator invoked a Teller Audit, in which prior to a vote being declared final, the votes shown on the handsets of ten Tellers were compared with a printout from the electronic voting system showing the votes received from those ten handsets. This sample-based approach provided an independent assessment of the system's operation. The Teller Audit was successful, but took longer than expected because the report generated by the Electronic Voting System was not in the expected sort order, a defect that will be corrected. The third session was attended by more than 250 voters, and disposed of eleven Articles. A total of 15 electronic votes were taken during this session. The fourth session was also attended by more than 250 voters, but before completing all remaining articles was adjourned out of respect for Steve Allen's passing. 16 electronic votes were held during this sadly-ended session.

All told, Wayland Voters participated in 61 electronic votes during the first four sessions of this year's Annual Town Meeting. Of these votes, 15 were closer than 60%-40%, and 6 of those fifteen were closer than 55%-45%. Two votes were closer than 51%-49%. Without electronic voting, those 15 votes closer than 60%-40% could have taken many hours to resolve via standing counted votes. Wayland's perfect record for handset management remained intact. At the end of each session, every handset was returned.

A public hearing held after the last session of Town Meeting yielded one suggestion regarding electronic voting: reduce the voting window from 30 seconds to 20 seconds.

ELVIS 2.0 completed its FY2012 responsibilities by updating the Electronic Voting Procedures Handbook to reflect lessons learned from this year's Annual Town Meeting, by preparing a list of recommended improvements to the electronic voting system for consideration by OTI, and by preparing this report. All members of ELVIS 2.0 have expressed their willingness to continue serving, an offer accepted by the Moderator. The subcommittee will continue to meet every 4-6 weeks until the next Town Meeting is scheduled, after which activity will intensify as required.

FY2013

OTI corrected the sort order in the Teller Audit. Two improvements to Electronic voting were discussed at public ELVIS meetings: Electronic Check-in and Random Audits. Electronic check-in would enable arriving voters to check-in at any Welcome Station, rather than queuing up at the one Welcome Station whose roster contains their last name; it would also automate post-meeting reporting for the Town Clerk. Random Audits would enable the Moderator to conduct an audit of the electronic voting system by choosing any number of voters from the floor, rather than being limited to auditing the votes of Tellers given pre-assigned handsets prior to the meeting. Both improvements were discussed with Mark Fite, President of OTI.

A Special Town Meeting session was held on 2012-10-03. Seven articles were disposed of in one hour and 38 minutes. There were 10 electronic votes; the largest vote total was 270. One of these votes was closer than 60%-40%; had a standing count been required, the meeting could have been extended by an estimated 14 minutes.

Annual Town Meeting sessions were held on 2013-04-04, 7, 9, and 10 in the High School Field House. An online attendance survey conducted beforehand predicted 700 attendees; 800 handsets were ordered. Before the meeting, OTI installed permanent wiring in High School Field House, reducing electronic voting costs by \$2000 for each subsequent Town Meeting held there. Twenty-four articles were disposed of in 10 hours and 14 minutes. The largest number of handsets issued in any session was 408. There were 50 electronic votes and 6 voice votes; 3 of these voice votes were necessitated by an electronic voting system malfunction that delayed the proceedings by 3 minutes. The largest electronic vote total was 369. Fourteen of the electronic votes were closer than 60%-40%; had standing counts been required, the meeting could have been extended by an estimated 4 hours.

FY2014

Moderator Dennis Berry asked ELVIS members to investigate making information about the current motion visible to voters on electronic displays.

OTI resolved the defect responsible for the electronic voting system malfunction that occurred during the FY2013 Annual Town Meeting. OTI also implemented the proposed Random Audit procedure. Discussion of Electronic Check-in continued, considering information gained from the Town of Hingham, which uses a similar approach. An improved approach to the online attendance survey was developed.

Lois Toombs retired as Town Clerk at the end of the fiscal year, and was replaced as Town Clerk and in ELVIS by Beth Klein.

A Special Town Meeting session was held on 2013-11-20 in the High School Field House. The online attendance survey conducted beforehand predicted 469 attendees; given the lack of past experience in forecasting STM attendance, 700 handsets were ordered. Four articles were disposed of in one hour and 44 minutes. The largest number of handsets issued in any session was 660. There were 5 electronic votes; the largest vote total was 630. One of these votes was closer than 60%-40%; had a standing count been required, the meeting could have been extended by an estimated 39 minutes.

Annual Town Meeting sessions were held on 2014-04-03, 7, 8, and 10 in the High School Field House. An online attendance survey conducted beforehand predicted 699 attendees; 800 handsets were ordered. Thirty-eight articles were disposed of in 12 hours and 34 minutes. The largest number of handsets issued in any session was 594. There were 78 electronic votes and 5 voice votes. The largest electronic vote total was 535. Eleven of the electronic votes were closer than 60%-40%; had standing counts been required, the meeting could have been extended by an estimated 4 hours.

Slides containing large-font text with information about each Article were displayed on the large screen projector used to display diagrams and pictures; feedback from attendees was positive.

FY2015

Kim Cook resigned from ELVIS. She was replaced by Dave Watkins, who later resigned to join Fincom.

In support of Wayland's Electronic Voting Service RFP,

ELVIS members updated the Electronic Voting Service Requirements document, and conducted technical evaluations of the responses received from Meridia, DSI, and OTI; Wayland's Town Administrator chose OTI. ELVIS members subsequently met with DSI to help them become a viable candidate supplier in the future.

ELVIS members investigated technical means of enabling "Town Meeting Voting from Home", which is currently prohibited by state law. No significant progress was made. OTI was asked to implement Electronic Check-in, and did so in time for use during the Annual Town Meeting.

Annual Town Meeting sessions were held on 2015-04-06, 7, 8, and 13 in the High School Field House. An online attendance survey conducted beforehand predicted 770 attendees; 800 handsets were ordered. Thirty-nine articles were disposed of in 12 hours and 56 minutes. The largest number of handsets issued in any session was 467. There were 87 electronic votes and 8 voice votes. The largest electronic vote total was 408. Fifteen of the electronic votes were closer than 60%-40%; had standing counts been required, the meeting could have been extended by an estimated 4.25 hours.

Town Clerk Beth Klein reported that Electronic Check-in worked well. Besides reducing waiting times for attendees, it reduced the number of check-in staff required, lowering the cost of Town Meeting.

Slides containing 20pt font text with information about each Motion (where available) or Article in an agreed-upon standard format were displayed on the large screen projector used to display diagrams and pictures. Voters sitting in the Field House bleachers confirmed the readability of these slides.

During a vote to "call the question" during the debate on Article 27, one of the electronic voting system's three primary radio base stations failed, which caused the primary control computer to crash, and caused ~20 handsets to display a failure indication. The electronic voting system operator switched to the back-up system; as a precaution, the users of handsets displaying failure indications were issued new handsets. After the next electronic vote, the Moderator called for an audit, selecting 10 voters at random to verify that the votes shown on each of their handsets were correctly received by the electronic voting system; the Town Clerk confirmed that all 10 votes were correctly received. Switching from the primary to the backup system consumed 7 minutes; conducting the audit consumed 5 minutes.

During the debate on Article 27, a voter reported to the Moderator that someone had been spotted with multiple handsets. An ELVIS meeting was held on 2015-04-30 to discuss the prevention of proxy voting; many members of the public participated, as did members of the Board of Selectmen. This meeting and several follow-up ELVIS meetings resulted in a Moderator-approved “Preventing Proxy Voting” document issued on 2015-08-24 that

- prescribes the use of “Visitor Cards” and “staffed Exit Desks” to ensure that anyone leaving the building surrenders either a handset or a Visitor Card
- defines procedures to be followed when the possession of multiple handsets or proxy voting is observed
- prescribes changes to the “How to Vote Electronically” article, the Electronic Voting Procedures Handbook, the Warrant, and the Moderators Rules to effect the above changes

FY2016

Moderator Dennis Berry updated the “Electronic Voting Video” to reflect the use of Electronic Check-in and to remind voters to “vote with your handset only.”

WAYCAM plays this video as a public service announcement during the week before each Town Meeting. The responsibility for assembling and displaying “Motion Slides” at Town Meetings was transferred to the Town Administrator.

A Special Town Meeting session was held on 2015-11-09 in the High School Field House. The online attendance survey conducted beforehand predicted 572 attendees; 600 handsets were ordered. Thirteen articles were disposed of in 4 hours and 32 minutes. The largest number of handsets issued in any session was 604. There were 27 electronic votes; the largest vote total was 559. Four of these votes were closer than 60%-40%; had standing counts been required, the meeting could have been extended by an estimated 2 hours.

A Special Town Meeting session was held on 2016-02-11 in the Middle School Auditorium. The online attendance survey conducted beforehand predicted 218 attendees; 200 handsets were ordered. Three articles were disposed of in one hour and 30 minutes. The largest number of handsets issued in any session was 181. There were 7 electronic votes; the largest vote total was 164. One of the electronic votes was closer than 60%-40%; had a standing count been required, the meeting could have been extended by an estimated 8 minutes.

Annual Town Meeting sessions were held on 2016-04-07, 10, and 11 in the High School Field House. An online

attendance survey conducted beforehand predicted 500 attendees; 700 handsets were ordered. Thirty-seven articles were disposed of in 8 hours and 10 minutes. The largest number of handsets issued in any session was 480. There were 53 electronic votes. The largest electronic vote total was 403. Four of the electronic votes were closer than 60%-40%; had standing counts been required, the meeting could have been extended by an estimated 65 minutes.

During the Annual Town Meeting, a voter who was just issued a handset attempted to vote from within the check-in area, but received a “can’t vote yet” message on their handset and was not offered a paper ballot. After discussion at an ELVIS meeting, the “How to Vote Electronically” document was updated to inform citizens that they must check-in at least 5 minutes before a vote to be certain that their handset can be used in that vote, and should quickly seek assistance from the Help Desk if the “can’t vote yet” message appears on their handset.

FY2017

A Special Town Meeting session was held on 2016-11-15 in the High School Field House. The online attendance survey conducted beforehand predicted 300 attendees; 500 handsets were ordered. Thirteen articles were disposed of in 2 hours and 44 minutes. The largest number of handsets issued in any session was 239. There were 18 electronic votes; the largest vote total was 197. Three of these votes were closer than 60%-40%; had standing counts been required, the meeting could have been extended by an estimated 33 minutes.

Annual Town Meeting sessions were held on 2017-04-02 and 3 in the High School Field House. An online attendance survey conducted beforehand predicted 559 attendees; 600 handsets were ordered. Twenty-eight articles were disposed of in 6 hours and 19 minutes. The largest number of handsets issued in any session was 387. There were 50 electronic votes. The largest electronic vote total was 319. Five of the electronic votes were closer than 60%-40%; had standing counts been required, the meeting could have been extended by an estimated 69 minutes.

Summary

ELVIS has supported Wayland Electronic Voting in 7 Annual Town Meetings and 5 Special Town Meetings. Prior to each meeting, an updated “How to Vote Electronically” article was included in each Warrant, posted on the Wayland web site, and appeared in the “Wayland Town Crier”. During the week before each meeting, WAYCAM ran the “Electronic Voting Public Service Announcement” video.

Two notable improvements – electronic check-in and the random audit -- have been implemented, along with a significant strengthening of procedures to prevent proxy voting. The “How to Vote Electronically” and “Electronic Voting Procedures Handbook” documents have been continuously updated to reflect these improvements, along with several smaller optimizations suggested by public comments and in-meeting experience. Only one electronic voting handset has been lost.

Electronic Voting has clearly fulfilled its original promise of speed, accuracy, and privacy. More importantly, it has facilitated a more relaxed, deliberate, and methodical Town Meeting; decisions made in this environment are better, to the benefit of every Wayland citizen – whether they attend Town Meeting or not.

PERSONNEL BOARD

Chapter 43 of the Code of the Town of Wayland defines the role of the Personnel Board to be the development and administration of the Wage and Salary Classification Plan and personnel policies and procedures in cooperation with the affected town boards and departments. In addition, the Board is charged with approving all pay or classification changes of town employees; negotiating collective bargaining agreements for the town; establishing and maintaining central personnel files for all employees; reviewing the operation of the Wage and Salary Classification Plan and recommending appropriate changes to town meeting.

Deborah Cohen served as Chair of the Board. Maryanne Peabody served as Vice Chair. Also serving on the Board were Philip Schneider, Jessica Green and Miranda Jones.

This year the Board continued working on a wide range of topics. Working in conjunction with the Board of Selectmen, Wayland was successful in negotiating with the Police Officers and introducing legislation which removed the Wayland Police Department from Civil Service. The Board continued to update Personnel Policies and established new policies which are consistent with recent changes to state and federal law.

Most Town of Wayland employees are members of collective bargaining units. Six different unions collectively bargain their members’ wages and terms and conditions of employment. The Board is charged

with negotiating union contracts. All six collective bargaining agreements expired on June 30, 2017. The Board is engaged in bargaining with all of the unions.

Throughout the year, a variety of employment issues affecting employees were addressed. Topics included but were not limited to collective bargaining grievances, the creation of new positions and accompanying job descriptions, reviews of current job descriptions, reviews of job classifications and wage rates. The Board continues to maintain a posture of strict interpretation of the collective bargaining language.

The Town continued to support its Employee Assistance Program (EAP) for all employees who may be in need of assistance with personal problems, work-related issues, legal or financial matters.

The Massachusetts Interlocal Insurance Association (MIIA) provided a variety of training opportunities for various employees through its insurance Rewards Program. Participation in the MIIA programs continues to earn the Town credits towards its annual liability insurance premiums. Wayland also participates in training opportunities through a collective of nearby communities which pool training funds.

The Personnel Board would like to thank all boards, committees, officials and employees for their cooperation and input during the past year. The Board welcomes attendance at its meetings and would like to remind all employees and officials that the Personnel Board is available to assist on a wide variety of workplace matters.

HISTORICAL COMMISSION

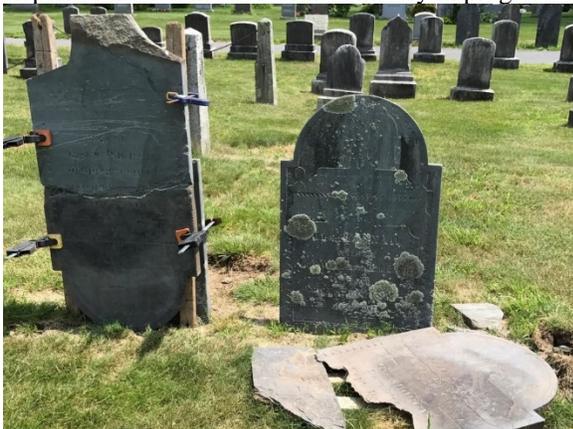
Members: Elisa Scola, Chair; Rick Conard, Tonya Lary, John Dyer, Kay Westcott, Ann Gordon, Amanda Ciaccio, and Associate Member Mike Lowery

The Wayland Historical Commission (WHC), a seven-member town agency, meets once a month, September through June, to plan the identification, evaluation, and protection of Wayland’s historical, cultural, and archaeological resources. During FY2017, its scope of work included the management of ongoing programs, as well as continuing

involvement in several large projects. These included appropriations from the town's CPA funds to begin preservation efforts at a number of historic sites. The first is the Mellen Law Office built in 1829 and located at the intersection of Routes 20 and 27 and listed on the National Register of Historic Places. The second is the Town-owned clock installed in the steeple of the Community Methodist Church in 1897. The last is restoration of the windows at Wayland's First High School built in 1855 and located at 55 Cochituate Road. The WHC also continued the preservation efforts at the North Cemetery's Stoney Section and the South Cemetery and its efforts toward restoration of Stone's Bridge, a rare dry-laid stone bridge dating from the 1850's.

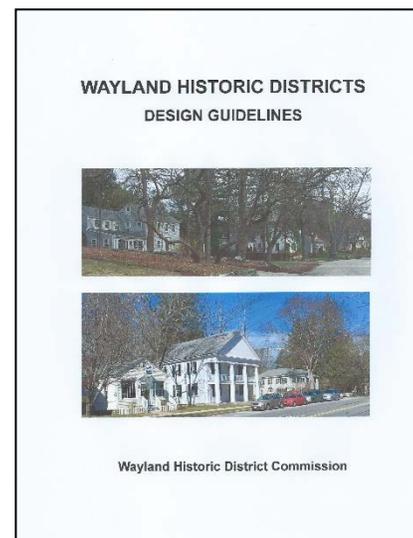
The WHC worked with the Historic District Commission, the Wayland Town Planner, DCR, and Friends of the Wayland Rail Trail to preserve a portion of railroad tracks and historic artifacts as part of Wayland's Historic Railroad site in Wayland Center. WHC also worked with Eversource, their engineering consultant VHB, the Weston Historical Commission and Weston Rail Trail Advisory Committee to preserve artifacts including cattle passes on the Wayland to Weston section of the rail trail. The WHC's Historic Seminars program included a lecture by Salvatore L. DeMaio on historical artifacts found by the owner of a house on Old Sudbury Road. The WHC continued to develop the Historic Homes registry and to encourage historic homeowners to identify their homes with plaques provided by the WHC. The WHC worked with Town Boards to ensure preservation of cultural resources in areas where Town projects are underway and continued its efforts to preserve and restore historic signs and monuments.

Repair of headstones at North Cemetery in progress.



HISTORIC DISTRICT COMMISSION

The Wayland Historic District Commission (WHDC) is a seven-member commission with two alternate member positions, all appointed by the Board of Selectmen. There are two districts – Wayland Center and Bow Road – that are under the jurisdiction of the WHDC for exterior alterations made to buildings and structures visible from a public way or park. During FY'17 the WHDC met eight times to respond to applications for changes to properties in the districts and to finalize the Design Review Guidelines for the districts. Part way through the fiscal year Seema Mysore was appointed as a permanent member to fill the spot vacated by a resignation, and Caitlin Ahern to fill the second spot that had been vacated due to a resignation as well.



Cover of the new Design Guidelines of the Wayland Historic District Commission

The HDC finalized the Design Guidelines, following a public hearing in May. They are posted on the Historic District Commission's webpage. In addition to the Guidelines, the HDC page on the town's website has general information about the WHDC, including maps of the two districts and application forms. The Historic District Commission welcomes support from members of the community who share an interest in the preservation and enhancement of the rich cultural heritage of Wayland Center and Bow Road Historic Districts.

Committee Membership: Gretchen Schuler, Chairman; Margery Baston, Alice Boelter, Kevin

Crowley (until December 2016), Marji Ford, Desmond McAuley, Seema Mysore (as of February 2017), Kathie Steinberg; Alternate Members: Caitlin Ahern (as of April 2017), Kate Finlayson and Sheryl Simon (until September 2016).

PUBLIC CEREMONIES COMMITTEE

The Public Ceremonies Committee (PCC) coordinates Wayland's observance of Memorial Day, Veterans Day and recognizes events, persons, and projects of importance to the town. Members of the 2017 committee were George Bernard, Carl Bernardo; John Dyer; Steven Streeter, Richard Turner; Sarada Kalpee; Veterans Agent serves in an ex officio capacity

Veterans Day - November 11, 2016

A brief ceremony was held at the Veterans Memorial with opening remarks and the reading of the names of the Wayland Veterans who died while serving in all the wars. Members of the American Legion were present as was Veterans Agent Sarada Kalpee. Carl Bernardo Commander American Legion Post 133 placed a ceremonial wreath honoring all who served.

Lydia Maria Child Award

The committee received several outstanding nominations for this award. After reviewing each and deliberating on the comparative merits, Ms. Anne Becker of the Wayland Neighbor Brigade was selected as the 2017 winner and announced at Annual Town Meeting. The award was presented at the Public Ceremonies Meeting on March 29, 2017.

Vietnam Commemoration Day

On March 29, 2017 the Public Ceremonies Committee and the Daughters of the American Revolution, Wayside Inn Chapter, and the American Legion Post 133 held a brief ceremony in observance of the day all US ground forces were withdrawn from the Vietnam War. The Vietnam Commemorative flag was raised on the Town Building Flag Pole and a wreath was placed by Carl Bernardo, Commander American Legion Post #133 and Dianna Warren Chair of Daughters of the American Revolution, Wayside Inn Chapter and Richard P Turner, Vietnam Veteran, Chair of the Public Ceremonies

Memorial Day - Monday, May 29, 2017

Prior to the ceremony that took place at the Lakeview

Cemetery, the Public Ceremonies Committee installed United States, Massachusetts, Armed Services, and POW flags at the Veterans Memorial. Girl Scouts, coordinated by Maureen White and Veterans Agent Sarada Kalpee; Richard Turner Veterans Graves Officer, placed U.S. flags on veterans' graves prior to the ceremonies at the cemeteries.

The parade assembled at 11:00 a.m. from the Wayland Middle School led by Grand Marshal; Mathias Leupold.



Memorial Day Parade 2017
Wayland Police Honor Guard

The ceremony at the Lakeview Cemetery began at 11:30 a.m. Richard P Turner, PCC Chair, and Lea Anderson, Chair of the Board of Selectmen, welcomed all those present. Chaplain Gerald Woodford of the US Army Soldier Systems Center, Natick Mass. gave the invocation. Colonel Charles H. May, US Army Deputy Military Director, Us Army Natick Labs presented the Keynote Address. Mr. Richard P Turner, USN Ret; Chair of the Public Ceremonies Committee, presented the 12th annual Wayland Veterans Memorial Freedom Prize to Nathan Zhao a sophomore at Wayland High School. The prize of \$500 is a prestigious Scholarship Award based on a competition of over 100 essays on freedom.

The Wayland High School band, conducted by Joseph Oneschuk, and the Middle School Band, conducted by Rebecca Wellons, provided music. The High School Band featured a medley of military and patriotic songs. The Band's Drum and Bugle Corps played Echo Taps with distinction at the early services as well as the main ceremony. Throughout

the ceremony were town dignitaries and guests from the Town of Wayland and American Legion Post 133 Commander, Paul Rufo, participated. Chaplain Gerald Woodford, US Army Soldiers Systems Center, Natick Mass. gave the closing prayer. Police and Fire Departments escorts ensured a safe event.

Girl Scouts distributed refreshments to marchers at the Middle School following the ceremony.

The Public Ceremonies Committee is deeply grateful to all who made the 2017 parade and ceremony a success.

FINANCE

BOARD OF ASSESSORS

At the April 2017 elections Jayson Brodie was re-elected and Steven M. Glovsky was elected, both to serve three year terms. Susan Rufo was elected to chair and Jayson Brodie to vice chair by the Board.

The Board of Assessors are responsible for administering Massachusetts property tax laws effectively and equitably and to produce accurate and fair assessments for all taxable property.

As required by the code of Wayland, Section 19-8 the Board of Assessors makes the following Report:

A. Annual Report

(1.) The calendar year 2015 sales used in the determination of the FY'17 assessed values were posted to the Assessors web page and provided at Town Meeting.

(2. a, b, c) Report for the previous six years of abatement history:

| FISCAL YEAR | # RECD (a) | # GRANTED (b) | AVG ABMT (c) |
|--------------------|-------------------|----------------------|---------------------|
| 2012* | 71 | 44 | \$1,912.65 |
| Supplemental | 0 | 0 | \$0.00 |
| 2013 | 34 | 18 | \$1,854.20 |
| Supplemental | 1 | 1 | \$616.87 |
| 2014 | 35 | 13 | \$2,387.39 |
| Supplemental | 0 | 0 | \$0.00 |
| 2015* | 89 | 66 | \$1,152.16 |
| Supplemental | 3 | 3 | \$486.59 |
| 2016 | 34 | 22 | \$2,368.68 |
| Supplemental | 0 | 0 | \$0.00 |
| 2017 | 25 | 16 | \$2,313.48 |
| Supplemental | 1 | | |

*DOR Triennial Revaluation year

(2. d) ATB filings last six years:

| Fiscal Year | ATB Filings | Fiscal Year | ATB Filings |
|--------------------|--------------------|--------------------|--------------------|
| 2012 | 5 | 2015 | 11 |
| 2013 | 6 | 2016 | 6 |
| 2014 | 10 | 2017 | 6 |

(2. e) Dollar change granted by ATB:

| FISCAL YEAR | NO. | STREET | CHANGE IN ASSESSMENT | FISCAL YEAR | NO. | STREET | CHANGE IN ASSESSMENT |
|-------------|-----|----------------|----------------------|-------------|-----|----------|----------------------|
| FY'12 | 59 | OLD SUDBURY RD | \$42,800 | FY'14 | 12 | ELLIE LN | \$202,000 |
| FY'13 | 12 | ELLIE LN | \$55,500 | | | | |

(3). Inspections conducted during Fiscal Year 2017

Total Property Visits: * 865

Building Permits:

| | |
|-----------------------|------------|
| Interior and Exterior | 97 |
| Exterior Only | 203 |
| Interior Only | 26 |
| Refusals | 2 |
| Total | 328 |

Cyclical:

| | |
|-----------------------|------------|
| Interior and Exterior | 82 |
| Exterior Only | 152 |
| Interior Only | 38 |
| Refusals | 1 |
| Total | 273 |

Sales:

| | |
|-----------------------|------------|
| Interior and Exterior | 128 |
| Exterior Only | 88 |
| Interior Only | 10 |
| Refusals | |
| Total | 226 |

Quality Control:

| | |
|-----------------------|----------|
| Interior and Exterior | 5 |
| Exterior Only | 2 |
| Interior Only | |
| Total | 7 |

Abatements:

| | |
|-----------------------|-----------|
| Interior and Exterior | 16 |
| Total | 16 |

Informal Hearings:

| | |
|-----------------------|-----------|
| Interior and Exterior | 15 |
| Total | 15 |

***Please note that some of the data verification visits addressed several requirements in one visit, such as a property requiring an abatement visit may also have required a sales visit. One visit would have met both obligations of data verification.**

Respectfully submitted,

Susan M. Rufo, Chair
Zachariah Ventress

Jayson Brodie, Vice Chair
Steven M. Glovsky

AUDIT COMMITTEE

The Audit Committee is comprised of 5 members, with 1 designated by the School Committee, 1 designated by the Finance Committee, and 3 designated by the Board of Selectmen. The Committee makes recommendations to the Board of Selectmen on the selection of the independent auditor and scope of the independent audit. During the annual audit, the Committee communicates with the Finance Director and the independent auditor to ensure that the process is operating effectively. At the conclusion of each audit cycle, the Committee reviews the annual financial statement and management reports prepared by the auditors and provides comments. The cycle is complete upon presentation of the annual financial statements to the Board of Selectmen.

The audit went well, and the Finance and Treasury Departments continue to improve operations. The financial statements appear reasonable and are expected to be acceptable to Moody's and the other respective agencies. In 2017 the amount of certified free cash increased, showing the town's continued financial strength.

The Committee successfully resolved OML complaints filed by George Harris in the spring of 2017. Unfortunately, one Committee member opted to resign as a result of the persistence of the complainant.

TREASURER/COLLECTOR

The Treasurer's Office is responsible for collecting all monies due to the Town of Wayland. This includes real estate taxes, personal property taxes, excise taxes, water bills, and departmental turn-ins such as building permits, health permits, and park and recreation fees. We are also responsible for collecting the money received from the Community Preservation Act that now appears on each quarter's Real Estate bill. These receipts must be reported to the Town Accountant on a timely basis. Unspent money must be invested in high yield, insured accounts.

JUNE 30, 2017

TAX TITLE – 45 PARCELS

\$ 1,114,611

| DATE | O/S 7/1/16 By Purpose | CUMULATIVE O/S 7/1/16 | NEW DEBT | RETIRED '17 CUMULATIVE | O/S 6/30/17 | Int Pd FY 17 CUMULATIVE | INTEREST TO PAYOFF |
|-----------|--------------------------------------|--------------------------|----------|---------------------------|-----------------|----------------------------|-----------------------|
| 9/28/2001 | \$ 41,684.00 | \$ 41,684.00 | | \$ 10,421.00 | \$ 31,263.00 | \$ 2,071.17 | |
| | -Septic System | | | \$ 158,205.00 | | | |
| 7/1/2004 | \$ 41,138.00 | \$ 41,138.00 | | \$ 5,838.00 | \$ 35,300.00 | \$ 1,910.95 | |
| | -Septic System | | | \$ 76,275.00 | | | |
| 7/1/2006 | \$ 35,000.00 | \$ 35,000.00 | | \$ 35,000.00 | \$ - | \$ 700.00 | |
| | 4.08% | | | | | | |
| | -Building Construction-PW | \$ 20,000.00 | | | | | |
| | -Building Remodeling | \$ 15,000.00 | | | | | |
| 1/15/2007 | \$ 70,000.00 | \$ 70,000.00 | | \$ 70,000.00 | \$ - | \$ 2,800.00 | |
| | 4.01% | | | | | | |
| | -Building Remodeling-Library | \$ 20,000.00 | | | | | |
| | -Building Remodeling | \$ 10,000.00 | | | | | |
| | -Building Remodeling-School | \$ 40,000.00 | | | | | |
| | REFUNDING | | | | | | |
| 2/15/2008 | \$ 230,000.00 | \$ 230,000.00 | | \$ 115,000.00 | \$ 115,000.00 | \$ 7,762.50 | \$ 4,025.00 |
| | 3.42% | | | \$ 2,335,000.00 | | \$ 323,212.50 | |
| | -Building Remodeling | \$ 20,000.00 | | | | | |
| | -Building Remodeling-School | \$ 210,000.00 | | | | | |
| 2/1/2009 | \$ 1,240,500.00 | \$ 1,240,500.00 | | \$ 418,500.00 | \$ 822,000.00 | \$ 28,857.50 | \$ 38,524.38 |
| | 2.79% | | | \$ 3,453,000.00 | | \$ 280,910.57 | |
| | -Building Remodeling-Fire | \$ 15,000.00 | | | | | |
| | -Building Remodeling-PS | \$ 180,000.00 | | | | | |
| | -Building Construction-Public Safety | \$ 825,000.00 | | | | | |
| | -Building Remodeling-Library | \$ 31,500.00 | | | | | |
| | -Building Remodeling-Town Hall | \$ 42,000.00 | | | | | |
| | -Building Remodeling-School | \$ 87,000.00 | | | | | |
| | -Outdoor Rec Facility | \$ 60,000.00 | | | | | |
| 1/28/2010 | \$ 7,928,000.00 | \$ 7,928,000.00 | | \$ 487,000.00 | \$ 7,441,000.00 | \$ 277,687.50 | \$ 2,725,917.50 |
| | 3.48% | | | \$ 3,433,000.00 | | \$ 1,919,632.50 | |
| | -School Project | \$ 7,600,000.00 | | | | | |
| | -Building Remodeling | \$ 195,000.00 | | | | | |
| | -Surface Drain | \$ 13,000.00 | | | | | |
| | -Building Remodeling-School | \$ 40,000.00 | | | | | |
| | -Appraisal of Taxable Property | \$ 80,000.00 | | | | | |

| DATE | O/S 7/1/16 By Purpose | CUMULATIVE O/S 7/1/16 | NEW DEBT | RETIRED '17 CUMULATIVE | O/S 6/30/17 | Int Pd FY 17 CUMULATIVE | INTEREST TO PAYOFF |
|-------------------|--------------------------------|--------------------------|----------|---------------------------|------------------|----------------------------|-----------------------|
| 2/1/2011 4.12% | | \$ 27,064,500.00 | | \$ 1,560,900.00 | \$ 25,503,600.00 | \$ 1,216,407.00 | \$ 11,630,759.00 |
| | BORROWING -2011 | | | \$ 9,395,400.00 | | \$ 8,219,041.00 | |
| | -School Project | \$ 26,400,000.00 | | | | | |
| | -Landfill | \$ 240,000.00 | | | | | |
| | -Surface Drain | \$ 29,500.00 | | | | | |
| | -Building Remodeling | \$ 120,000.00 | | | | | |
| | -Outdoor Recreational Facility | \$ 275,000.00 | | | | | |
| 2/1/2012 1.37% | | \$ 105,000.00 | | \$ 105,000.00 | \$ - | \$ 2,100.00 | \$ - |
| | BORROWING 2012 | | | \$ 2,010,000.00 | | \$ 96,800.00 | |
| | -Surface Drain | \$ 40,000.00 | | | | | |
| | -Building Remodeling-School | \$ 20,000.00 | | | | | |
| | -Dam Construction | \$ 20,000.00 | | | | | |
| | -Outdoor Recreational Facility | \$ 25,000.00 | | | | | |
| 2/1/2013 1.10% | | \$ 2,201,000.00 | | \$ 518,000.00 | \$ 1,683,000.00 | \$ 54,950.00 | \$ 115,290.00 |
| | BORROWING 2013 | | | \$ 2,126,000.00 | | \$ 296,840.00 | |
| | -Building Remodeling-School | \$ 1,054,000.00 | | | | | |
| | -Departmental Equipment-PW | \$ 115,000.00 | | | | | |
| | -Public Way | \$ 61,000.00 | | | | | |
| | -Fire Alarm Extension | \$ 20,000.00 | | | | | |
| | -Engineering Services | \$ 26,000.00 | | | | | |
| | -Outdoor Recreational Services | \$ 80,000.00 | | | | | |
| | -Computer Hardware | \$ 70,000.00 | | | | | |
| | -Land Acquisition | \$ 325,000.00 | | | | | |
| | -Surface Drain | \$ 5,000.00 | | | | | |
| | -Building Construction-PS | \$ 445,000.00 | | | | | |

| DATE | O/S 7/1/16 By Purpose | CUMULATIVE O/S 7/1/16 | NEW DEBT | RETIRED '17 CUMULATIVE | O/S 6/30/17 | Int Pd FY 17 CUMULATIVE | INTEREST TO PAYOFF |
|----------|--------------------------------|--------------------------|----------|---------------------------|------------------|----------------------------|-----------------------|
| 2/6/2014 | | \$ 11,055,000.00 | | \$ 750,000.00 | \$ 10,305,000.00 | \$ 441,425.00 | \$ 3,279,868.75 |
| 2.94% | | | | \$ 2,280,000.00 | | \$ 1,422,244.17 | |
| | BORROWING 2014 | | | | | | |
| | -School Project | \$ 1,800,000.00 | | | | | |
| | -Transfer Station Repair | \$ 135,000.00 | | | | | |
| | -Building Remodeling-School | \$ 605,000.00 | | | | | |
| | -Building Construction-PW | \$ 8,100,000.00 | | | | | |
| | -Departmental Equipment-School | \$ 30,000.00 | | | | | |
| | -Departmental Equipment-PW | \$ 135,000.00 | | | | | |
| | -Public Way | \$ 120,000.00 | | | | | |
| | -Off Street Parking Area | \$ 130,000.00 | | | | | |
| | BORROWING 2015 | \$ 5,395,000.00 | | \$ 520,000.00 | \$ 4,875,000.00 | \$ 162,850.00 | \$ 1,032,840.99 |
| 2.16% | | | | \$ 1,042,000.00 | | \$ 335,905.00 | |
| | -Building Remodeling-School | \$ 465,000.00 | | | | | |
| | -Building Remodeling | \$ 60,000.00 | | | | | |
| | -Energy Conservation | \$ 1,900,000.00 | | | | | |
| | -Building Construction-PW | \$ 1,900,000.00 | | | | | |
| | -Surface Drain | \$ 90,000.00 | | | | | |
| | -Public Way | \$ 285,000.00 | | | | | |
| | -Departmental Equipment-School | \$ 70,000.00 | | | | | |
| | -Departmental Equipment | \$ 440,000.00 | | | | | |
| | -Cemetery | \$ 160,000.00 | | | | | |
| | -Outdoor Recreational Facility | \$ 25,000.00 | | | | | |
| | BORROWING 2016 | \$ 2,401,000.00 | | \$ 256,000.00 | \$ 2,145,000.00 | \$ 63,981.70 | \$ 394,900.00 |
| | -Building Remodeling-School | \$ 1,071,918.00 | | \$ 256,000.00 | | \$ 63,981.70 | |
| | -Building Remodeling | \$ 60,000.00 | | | | | |
| | -Energy Conservation | \$ 507,096.00 | | | | | |
| | -Public Way | \$ 387,000.00 | | | | | |
| | -Departmental Equipment-School | \$ 145,000.00 | | | | | |
| | -Departmental Equipment-PW | \$ 54,986.00 | | | | | |
| | -Departmental Equipment-PS | \$ 50,000.00 | | | | | |
| | -Surface Drain | \$ 100,000.00 | | | | | |
| | -Other Public Work-Library | \$ 25,000.00 | | | | | |

| DATE | O/S 7/1/16 By Purpose | CUMULATIVE O/S 7/1/16 | NEW DEBT | RETIRE'D '17 CUMULATIVE | O/S 6/30/17 | Int Pd FY 17 CUMULATIVE | INTEREST TO PAYOFF |
|---------------------------------|-------------------------------|--------------------------|-----------------|----------------------------|------------------|----------------------------|-----------------------|
| REFUNDING:2003, 2005, 2006,2007 | | | | | | | |
| Mar-16 | | \$ 3,339,000.00 | | \$ 256,000.00 | \$ 3,083,000.00 | \$ 102,296.01 | \$ 459,705.00 |
| | -Building Remodeling-School | \$ 912,905.00 | | \$ | | | |
| | -Building Addition School | \$ 1,642,715.00 | | \$ | | | |
| | -Building Remodeling-Library | \$ 165,000.00 | | \$ | | | |
| | -Building Remodeling-PW | \$ 165,430.00 | | \$ | | | |
| | -Building Remodeling | \$ 284,950.00 | | \$ | | | |
| | -Building Construction-PW | \$ 168,000.00 | | \$ | | | |
| BORROWING 2017 | | | | | | | |
| | -Ladder Truck-Fire | | \$ 950,000.00 | | \$ 3,300,000.00 | | \$ 783,290.07 |
| | -Road Maintenance | | \$ 775,000.00 | | | | |
| | -Light Equipment-Truck-DPW | | \$ 90,000.00 | | | | |
| | -Heavy Equipment-Truck-DPW | | \$ 225,000.00 | | | | |
| | -Heavy Equipment-Truck-DPW | | \$ 190,000.00 | | | | |
| | -Playground | | \$ 90,000.00 | | | | |
| | -Loker Windows & Doors | | \$ 185,000.00 | | | | |
| | -Sprinklers-Housing Authority | | \$ 160,000.00 | | | | |
| | -Town Wide Road Cons.-5 Paths | | \$ 335,000.00 | | | | |
| | -Town Wide Road Cons.-RT30 | | \$ 300,000.00 | | | | |
| | | \$ 61,146,822.00 | \$ 3,300,000.00 | \$ 5,107,659.00 | \$ 59,339,163.00 | \$ 2,365,799.33 | \$ 20,465,120.69 |

| WATER | | | | | | | |
|---------------------------|--------------------------|--------------------------|-----------------|---------------------------|-----------------|----------------------------|-----------------------|
| DATE | O/S 7/1/16 BY PURPOSE | CUMULATIVE O/S 7/1/16 | NEW DEBT | RETIRED '16 CUMULATIVE | O/S 6/30/17 | Int Pd FY 17 CUMULATIVE | INTEREST TO PAYOFF |
| A-7 4.01% | 1/15/2007 | \$ 75,000.00 | | \$ 75,000.00 | \$ - | \$ 3,000.00 | |
| -Water | \$ 75,000.00 | | | \$ 785,000.00 | | \$ 448,773.25 | |
| | 2/15/2008 3.42% | \$ 3,615,000.00 | | \$ 310,000.00 | \$ 3,305,000.00 | \$ 134,000.00 | \$ 761,275.00 |
| -Water Treatment Facility | \$ 3,601,000.00 | | | \$ 2,770,000.00 | | \$ 1,953,679.25 | |
| -Water Dpt Equipment | \$ 14,000.00 | | | | | | |
| | 2/1/2009 2.79% | \$ 829,500.00 | | \$ 76,500.00 | \$ 753,000.00 | \$ 30,455.00 | \$ 178,464.37 |
| -Water Treatment Facility | \$ 829,500.00 | | | \$ 481,000.00 | | \$ 328,941.86 | |
| | 1/28/2010 3.48% | \$ 267,000.00 | | \$ 73,000.00 | \$ 194,000.00 | \$ 7,462.50 | \$ 11,037.50 |
| -Water Treatment Facility | \$ 240,000.00 | | | \$ 408,000.00 | | \$ 89,725.00 | |
| -Water Dpt Equipment | \$ 27,000.00 | | | | | | |
| | 2/1/2011 4.12% | \$ 720,500.00 | | \$ 104,100.00 | \$ 616,400.00 | \$ 31,943.00 | \$ 105,121.00 |
| -Water Treatment Facility | \$ 450,000.00 | | | \$ 718,200.00 | | \$ 263,709.00 | |
| -Water Mains | \$ 250,000.00 | | | | | | |
| -Well | \$ 20,500.00 | | | | | | |
| | 2/1/2013 1.10% | \$ 140,000.00 | | \$ 25,000.00 | \$ 115,000.00 | \$ 3,500.00 | \$ 5,710.00 |
| -Water Mains-Refunding | \$ 140,000.00 | | | \$ 103,000.00 | | \$ 17,560.00 | |
| | 2/1/2013 2% | \$ 24,000.00 | | \$ 12,000.00 | \$ 12,000.00 | \$ 600.00 | \$ 1,080.00 |
| -Sewer | \$ 24,000.00 | | | \$ 48,000.00 | | \$ 3,125.00 | |
| | 2/1/2015 3-3.25% | \$ 950,000.00 | | \$ 50,000.00 | \$ 900,000.00 | \$ 28,750.00 | \$ 361,924.00 |
| -Water Pumping Station | \$ 950,000.00 | | | \$ 100,000.00 | | \$ 58,076.00 | |
| | 2/12/2016 2.14% | \$ 700,000.00 | | \$ 35,000.00 | \$ 665,000.00 | \$ 19,929.58 | \$ 174,300.00 |
| -Water Mains | \$ 700,000.00 | | | \$ 35,000.00 | | \$ 19,929.80 | |
| Refunding | | \$ 1,186,000.00 | | \$ 54,000.00 | \$ 1,132,000.00 | \$ 35,487.33 | \$ 172,970.00 |
| -Water | \$ 712,000.00 | | | \$ 54,000.00 | | \$ 35,487.33 | |
| -Water Mains | \$ 474,000.00 | | | | | | |
| | 4/6/2017 | | | | \$ 2,170,000.00 | | \$ 926,565.01 |
| -Pumping Station | | | \$ 525,000.00 | | | | |
| -Water Main | | | \$ 935,000.00 | | | | |
| -Water Main | | | \$ 750,000.00 | | | | |
| -107 Old Sudbury | | | \$ 500,000.00 | | | | |
| | | \$ 8,507,000.00 | \$ 2,710,000.00 | \$ 814,600.00 | \$ 9,862,400.00 | \$ 295,127.41 | \$ 2,698,446.88 |

WASTEWATER TREATMENT PLANT

| | | | | | | | |
|---------------------------|------------------------|-----------------|----------------------|------------------------|----------------------|------------------------|--|
| 10/21/2002 5.25-5.625% | | | | | | | |
| -Sewer 98-Refundinj | \$ 206,624.00 | \$ 38,441.67 | \$ 168,182.33 | \$ 9,465.16 | \$ 17,008.82 | | |
| | | \$ 444,595.67 | | | | | |
| 2/1/2011 4.12% | \$ 4,050,000.00 | \$ 210,000.00 | \$ 3,840,000.00 | \$ 175,450.00 | \$ 1,340,012.50 | | |
| -Water Treatment Facility | | \$ 1,160,000.00 | | \$ 1,159,850.00 | | | |
| 2/1/2012 | \$ 300,000.00 | \$ 20,000.00 | \$ 280,000.00 | \$ 7,015.00 | \$ 53,000.00 | | |
| -Water Treatment Facility | | \$ 95,000.00 | | \$ 40,075.00 | | | |
| 2/13/2014 | \$ 180,000.00 | \$ 10,000.00 | \$ 170,000.00 | \$ 7,100.00 | \$ 55,812.50 | | |
| -Water Treatment Facility | | \$ 30,000.00 | | \$ 22,530.00 | | | |
| | <u>\$ 4,736,624.00</u> | <u>\$ -</u> | <u>\$ 278,441.67</u> | <u>\$ 4,458,182.33</u> | <u>\$ 199,030.16</u> | <u>\$ 1,465,833.82</u> | |

COMMUNITY PRESERVATION FUND

| | | | | | | | |
|-----------------|-----------------|------------------------|-------------|------------------------|--|--|--|
| 4/6/2017 | | | | | | | |
| -Mainstone Farm | \$ 7,000,000.00 | \$ 7,000,000.00 | | \$ 4,196,430.28 | | | |
| | <u>\$ -</u> | <u>\$ 7,000,000.00</u> | <u>\$ -</u> | <u>\$ 7,000,000.00</u> | | | |

COMMISSIONERS OF TRUST FUNDS

The goal of the Commissioners is to invest Wayland's trust funds to realize the best possible gain while maintaining a balance between risk and return appropriate to a public trust. The following are the fund's balances at the end of selected years:

| Year | Year-End Balance |
|------|------------------|
| 2017 | \$3,619,162 |
| 2016 | \$3,317,854 |
| 2015 | \$3,278,355 |
| 2014 | \$3,279,323 |
| 2013 | \$2,995,457 |
| 2012 | \$2,765,749 |
| 2011 | \$2,673,273 |

| |
|------------------------------------|
| TOWN OF WAYLAND TRUST FUNDS |
|------------------------------------|

| |
|------------------------|
| June 30, 2017 Balances |
|------------------------|

| | | |
|-------------------|----|-----------|
| Bartholomew & Co. | \$ | 3,619,162 |
|-------------------|----|-----------|

| Trust | | 6/30/2017 |
|---|-----------|------------------|
| Allen Fund (Charitable Fund) | \$ | 7,164 |
| Cemetery Funds | \$ | 1,440,605 |
| Estate of M Draper (Library) | \$ | 174,527 |
| Gossels - Academic Excellence | \$ | 314,494 |
| Gossels Fund (Library) | \$ | 39,555 |
| Greaves/Croft Fund | \$ | 65,848 |
| J. Leavitt – Norwich University Scholarship | \$ | 157,062 |
| Library - General Purpose | \$ | 251,880 |
| Library – The Millenium Fund | \$ | 909,405 |
| Robsham Cemetery Trust | \$ | 52,102 |
| S. Leavitt – Wayland Community | \$ | 206,518 |
| Total | \$ | 3,619,162 |

FINANCE COMMITTEE

The mission of the Wayland Finance Committee is to ensure a town operating budget and a capital spending plan that balances the demand and need for services and infrastructure with the ability of residents across a broad financial spectrum to afford these services. To fulfill this mission, the Finance Committee defines a financial strategy for the Town, recommends a fiscally responsible operating budget and capital spending plan in accordance with that strategy and provides factual and relevant information to residents so they can make informed decisions at Town Meeting.

FY 2018 Budget Guideline: To moderate the pace of expenditures, avoid future overrides and minimize the tax rate increases, the Finance Committee issued an FY 2018 Operating Budget Guideline requesting a maximum General Operating Budget increase of 2.5%.

Operating Budget: The Finance Committee recommended and Annual Town Meeting approved an FY2018 Operating Budget of \$77.1MM. The approved FY 2018 budget represents an increase of 2.71% in Town expenses and a 3.80% increase in School expenses over FY 2017 for an overall increase of 3.27%. The FY2018 budget included a \$1.7M increase in payroll, 16 new full time equivalent School resources and \$0.6MM for the Assessor's Overlay.

Total revenue from property taxes, local receipts, and state aid for FY 2018 were estimated to be approximately \$74.1 MM. To fund the operating deficit of \$3MM, the Committee recommended the use of \$0.5MM from free cash reserves, \$0.615MM in ambulance receipts, \$0.085MM in prior year bond premiums, \$0.5MM from prior year Overlay Surplus and \$1.3MM in transfers from other funds.

Capital Budget: Town boards and departments initially submitted \$8.3MM in capital requests. Of these requests, the Finance Committee recommended and Town Meeting approved \$2.98MM in capital expenditures. In addition, the Finance Committee recommended and Annual Town Meeting approved \$1.7MM for the Transfer Station Access Road and \$0.5MM for six capital appropriations recommended by the Community Preservation Committee (CPC) for a total FY 2018 capital budget of \$5.2MM.

The capital budget recommendation was driven, among other things, by the Finance Committee's policy to maintain General Fund debt service under 10 percent of the operating budget. To fund FY 2018 capital projects, the Finance Committee recommended \$3MM in new

borrowing. The funding sources for the \$2.2MM balance included capital surplus, cash capital, ambulance receipts, the cemetery fund, CPC funds, recreation revolving fund and water surplus.

Free Cash: The Finance Committee recommended and Town Meeting approved using \$0.5MM of free cash to offset the FY 2018 operating budget. This represents a \$1MM reduction from FY 2017. The Finance Committee's goal is to limit the use of free cash to fund one-time expenditures and eliminate the use of free cash to fund deficits in the operating budget by FY 2019. The Finance Committee also recommended and Town Meeting approved \$0.2M of Free Cash to fund the Town's annual OPEB contribution and \$0.2MM to fund capital expenditures.

Outlook: The FY 2018 budget represented an increase of 3.30%. The Town's diversified community demands that services remain predictable and affordable. It is important that the growth of the General Fund expenses and associated personnel costs are controlled so spending does not reach a level that cause overrides and unsustainable real estate tax increases.

Capital items for FY 2019 through FY 2022 as presented in the Annual Town Meeting Warrant were not formally presented by departments or approved by the Finance Committee and were included in the 5-Year Capital Plan for planning purposes only. Significant capital projects listed on the five-year plan include a new Council on Aging/Community Center, updating the High School Campus and construction of a new Library. These proposed projects, if approved by Town Meeting will significantly impact future debt service expense and increase operating expenses.

The ongoing costs of maintaining the town's existing assets, roads and increasing role of Information Technology will continue to grow. The Finance Committee believes there may be risks associated with not providing an appropriate level of support for these capital initiatives, maintenance projects will most likely reduce the amount of funds available for new capital programs.

The Town of Wayland remained financially strong during FY17 as confirmed by Moody's affirmation of the Town's Aaa rating on February 24, 2017. However, the rating was modified from Aaa with "stable outlook" to Aaa with "negative outlook". Key factors to eliminating the negative

outlook in future reviews will include the elimination of free cash to fund operating expenses, increasing the Town's Fund Balance and taking measures to ensure debt service does not exceed 10% of General Fund Revenues.

WAYLAND FINANCE COMMITTEE (as of June 30, 2017)

- | | |
|--------------------------------|---------------------------|
| Gordon Cliff (through 4/30/17) | Nancy Funkhouser |
| Jen Gorke | Carol Martin (Vice Chair) |
| Klaus Shigley | George Uveges |
| Dave Watkins (Chair) | |

FINANCE DIRECTOR/ACCOUNTANT

| DEPARTMENT | FINAL FISCAL 2017 BUDGET | FISCAL 2017 ACTUAL | FISCAL 2017 ENCUMBRANCE | FISCAL 2017 VARIANCE BUDGET / ACTUAL |
|---------------------------------|--------------------------------|-----------------------|----------------------------|--|
| SELECTMEN | 30,000.00 | 17,575.00 | 1,000.00 | 11,425.00 |
| TOWN OFFICE SALARY | 465,375.00 | 460,581.00 | - | 4,794.00 |
| TOWN OFFICE EXPENSES | 81,500.00 | 63,923.00 | 7,898.00 | 9,679.00 |
| PERSONNEL BOARD SALARY | 5,000.00 | 2,431.00 | - | 2,569.00 |
| PERSONNEL BOARD EXPENSES | 10,000.00 | 4,430.00 | 450.00 | 5,120.00 |
| FINANCE SALARY | 348,794.00 | 347,969.00 | - | 825.00 |
| FINANCE EXPENSE | 56,700.00 | 55,060.00 | - | 1,640.00 |
| ASSESSOR SALARY | 259,626.00 | 250,216.00 | - | 9,410.00 |
| ASSESSOR EXPENSES | 52,250.00 | 39,392.00 | 8,989.00 | 3,869.00 |
| TREASURER SALARY | 190,104.00 | 186,737.00 | - | 3,367.00 |
| TREASURER EXPENSES | 100,100.00 | 32,597.00 | 5,500.00 | 62,003.00 |
| LEGAL | 200,000.00 | 164,082.00 | 35,204.00 | 714.00 |
| INFORMATION TECH SALARY | 275,316.00 | 234,633.00 | - | 40,683.00 |
| INFORMATION TECH EXPENSES | 521,957.00 | 339,472.00 | 178,109.00 | 4,376.00 |
| TOWN CLERK SALARY | 125,781.00 | 125,233.00 | - | 548.00 |
| TOWN CLERK EXPENSES | 17,330.00 | 13,634.00 | 3,180.00 | 516.00 |
| ELECTIONS SALARY | 37,908.00 | 36,738.00 | - | 1,170.00 |
| ELECTIONS EXPENSES | 11,770.00 | 11,694.00 | - | 76.00 |
| REGISTRAR SALARY | 275.00 | 275.00 | - | - |
| REGISTRAR EXPENSES | 5,000.00 | 4,598.00 | - | 402.00 |
| CONSERVATION SALARY | 170,402.00 | 143,561.00 | - | 26,841.00 |
| CONSERVATION EXPENSES | 48,700.00 | 42,447.00 | 5,425.00 | 828.00 |
| PLANNING SALARY | 105,000.00 | 98,090.00 | - | 6,910.00 |
| PLANNING EXPENSES | 4,500.00 | 3,035.00 | - | 1,465.00 |
| SURVEYOR SALARY | 169,118.00 | 169,041.00 | - | 77.00 |
| SURVEYOR EXPENSES | 31,412.00 | 26,796.00 | 1,000.00 | 3,616.00 |
| FACILITIES SALARY | 277,932.00 | 265,945.00 | - | 11,987.00 |
| FACILITIES EXPENSES | 880,500.00 | 703,802.00 | 36,977.00 | 139,721.00 |
| MISC COMMITTEES | 47,275.00 | 23,588.00 | 21,946.00 | 1,741.00 |
| TOTAL GENERAL GOVERNMENT | 4,529,625.00 | 3,867,575.00 | 305,678.00 | 356,372.00 |
| POLICE SALARY | 2,356,693.00 | 2,350,058.00 | - | 6,635.00 |
| POLICE EXPENSES | 310,110.00 | 261,150.00 | 21,505.00 | 27,455.00 |
| JOINT COMMUNICATIONS SALARY | 496,675.00 | 482,735.00 | - | 13,940.00 |
| JOINT COMMUNICATIONS EXPENSES | 27,100.00 | 26,999.00 | - | 101.00 |
| EMERGENCY MANAGEMENT | 23,000.00 | 16,441.00 | 6,500.00 | 59.00 |
| DOG OFFICER | 22,000.00 | 21,977.00 | - | 23.00 |
| FIRE SALARY | 2,492,921.00 | 2,345,969.00 | - | 146,952.00 |
| FIRE EXPENSES | 258,400.00 | 256,868.00 | 883.00 | 649.00 |
| BUILDING & ZONING SALARY | 311,497.00 | 278,234.00 | - | 33,263.00 |
| BUILDING & ZONING EXPENSES | 52,001.00 | 42,909.00 | - | 9,092.00 |
| TOTAL PUBLIC SAFETY | 6,350,397.00 | 6,083,340.00 | 28,888.00 | 238,169.00 |
| WAYLAND PUBLIC SCHOOLS | 37,722,833.00 | 37,169,539.00 | 483,611.00 | 69,683.00 |
| MINUTEMAN REGIONAL SC | 93,215.00 | 93,215.00 | - | - |
| TOTAL EDUCATION | 37,816,048.00 | 37,262,754.00 | 483,611.00 | 69,683.00 |
| HIGHWAY SALARY | 1,030,407.00 | 939,666.00 | - | 90,741.00 |
| HIGHWAY EXPENSES | 302,500.00 | 254,160.00 | 44,737.00 | 3,603.00 |
| SNOW REMOVAL SALARY | 200,000.00 | 176,405.00 | - | 23,595.00 |
| SNOW REMOVAL EXPENSES | 585,000.00 | 585,000.00 | - | - |
| TRANSFER STATION | 65,000.00 | 41,821.00 | - | 23,179.00 |
| PARKS SALARY | 556,441.00 | 550,556.00 | - | 5,885.00 |
| PARKS EXPENSES | 293,000.00 | 265,556.00 | 18,897.00 | 8,547.00 |
| TOTAL PUBLIC WORKS | 3,032,348.00 | 2,813,164.00 | 63,634.00 | 155,550.00 |

| DEPARTMENT | FINAL FISCAL 2017 BUDGET | FISCAL 2017 ACTUAL | FISCAL 2017 ENCUMBRANCE | FISCAL 2017 VARIANCE BUDGET / ACTUAL |
|--------------------------------------|--------------------------------|-----------------------|----------------------------|--|
| BOARD OF HEALTH SALARY | 679,384.00 | 676,423.00 | - | 2,961.00 |
| BOARD OF HEALTH EXPENSES | 179,356.00 | 146,315.00 | 2,889.00 | 30,152.00 |
| VETERANS SERVICES | 48,000.00 | 36,548.00 | 383.00 | 11,069.00 |
| C.O.A. SALARY | 207,486.00 | 204,743.00 | - | 2,743.00 |
| C.O.A. EXPENSES | 56,000.00 | 52,393.00 | 611.00 | 2,996.00 |
| YOUTH SERVICES SALARY | 222,400.00 | 221,078.00 | - | 1,322.00 |
| YOUTH SERVICES EXPENSES | 4,075.00 | 3,775.00 | - | 300.00 |
| TOTAL HEALTH / HUMAN SERVICES | 1,396,701.00 | 1,341,275.00 | 3,883.00 | 51,543.00 |
| LIBRARY SALARY | 823,000.00 | 788,488.00 | - | 34,512.00 |
| LIBRARY EXPENSES | 233,200.00 | 232,530.00 | 29.00 | 641.00 |
| RECREATION SALARY | 172,000.00 | 158,939.00 | - | 13,061.00 |
| TOTAL CULTURAL | 1,228,200.00 | 1,179,957.00 | 29.00 | 48,214.00 |
| DEBT | 7,507,251.00 | 7,470,289.00 | - | 36,962.00 |
| RETIREMENT ASSESSMENT | 4,235,414.00 | 4,235,414.00 | - | - |
| UNCLASSIFIED | - | - | - | - |
| INSURANCE GENERAL | 628,157.00 | 621,417.00 | - | 6,740.00 |
| INSURANCE 32B | 7,165,000.00 | 6,720,157.00 | 351,988.00 | 92,855.00 |
| MEDICARE TAX | 628,000.00 | 627,037.00 | - | 963.00 |
| UNEMPLOYMENT | 50,000.00 | 28,407.00 | - | 21,593.00 |
| POLICE / FIRE DISABILITY | 15,000.00 | 1,389.00 | - | 13,611.00 |
| RESERVE FOR SALARY ADJ | 9,449.00 | - | - | 9,449.00 |
| OCCUPATIONAL HEALTH | 8,000.00 | 4,356.00 | 240.00 | 3,404.00 |
| BUY BACK | 40,000.00 | 27,921.00 | - | 12,079.00 |
| TOWN MEETING | 100,000.00 | 63,645.00 | - | 36,355.00 |
| STREET LIGHTING | 130,000.00 | 122,850.00 | 7,605.74 | (455.74) |
| RESERVE FUND | 29,403.00 | - | - | 29,403.00 |
| | - | - | - | - |
| | - | - | - | - |
| | - | - | - | - |
| TOTAL UNCLASSIFIED / OTHER | 20,545,674.00 | 19,922,882.00 | 359,833.74 | 262,958.26 |
| TRANSFER TO OTHER FUNDS-Capital | 87,301.00 | 87,301.00 | - | - |
| CASH CAPITAL | 185,000.00 | 185,000.00 | - | - |
| USE OF FREE CASH FOR CAPITAL | 466,001.00 | 466,001.00 | - | - |
| RECREATION TRANSFER | 482,618.00 | 482,618.00 | - | - |
| OVERLAY | 620,322.00 | - | - | 620,322.00 |
| TRANSFER TO FUND 24- FEMA | 180.00 | 180.00 | - | - |
| TRANSFER TO SEPTAGE | - | 7,615.00 | - | (7,615.00) |
| TRANSFER TO OPEB | 215,285.00 | 215,285.00 | - | - |
| INTERFUND BORROWING TO WATER | - | 500,000.00 | - | (500,000.00) |
| TOTAL TRANSFERS | 2,056,707.00 | 1,944,000.00 | - | 112,707.00 |
| STATE ASSESSMENTS & CHARGES | 181,522.00 | 147,287.00 | - | 34,235.00 |
| | - | - | - | - |
| TOTAL UNAPPROPRIATED | 181,522.00 | 147,287.00 | - | 34,235.00 |
| Totals | 77,137,222.00 | 74,562,234.00 | 1,245,556.74 | 1,329,431.26 |

| Town of Wayland Combined Balance Sheet June 30, 2017 | | | | | | | | | |
|---|---------------------|-------------------|------------------|------------------|---------------|------------------|-------------------|----------------------|-------------------|
| | General Fund | Special Revenue | Capital Projects | Water Fund | Septage Fund | Wastewater Fund | Trust & Agency | Long-Term Debt Group | Total |
| Assets | | | | | | | | | |
| Cash and Investments: | | | | | | | | | |
| Cash | 73,666,572 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 73,666,572 |
| Investments | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total | 73,666,572 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 73,666,572 |
| Receivables: | | | | | | | | | |
| Property Taxes | 531,003 | 5,717 | 0 | 0 | 0 | 0 | 0 | 0 | 536,721 |
| Tax Title | 1,246,020 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1,246,020 |
| Motor Vehicle Excise | 343,904 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 343,904 |
| I/E Find | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Late Dog Fee | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Betterment | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Appt Assessment Not Yet Due | 23,534 | 16,500 | 0 | 0 | 0 | 3,318,725 | 0 | 0 | 3,358,758 |
| User Charges | 0 | 412,682 | 0 | 565,479 | 0 | 11,828 | 0 | 0 | 989,989 |
| Due from Other Governments | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Due to/Due from other funds | (58,604,887) | 22,903,272 | 8,034,105 | 2,972,794 | 16,910 | 1,389,598 | 23,288,209 | 0 | 0 |
| Total | (58,604,887) | 23,338,172 | 8,034,105 | 3,538,274 | 16,910 | 4,720,150 | 23,288,209 | 0 | 6,475,392 |
| Amount to be Provided For: | | | | | | | | | |
| Retirement of Bonds | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Repayment of Anticipation Notes | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total Assets | 17,206,145 | 23,338,172 | 8,034,105 | 3,538,274 | 16,910 | 4,720,150 | 23,288,209 | 0 | 80,141,964 |
| Liabilities & Fund Balances | | | | | | | | | |
| Liabilities: | | | | | | | | | |
| Warrants Payable | 835,533 | 12,123,083 | 96,108 | 143,141 | 0 | 13,085 | 1,607 | 0 | 13,212,528 |
| Accrued Payroll & Withholdings | 799,652 | 39,633 | 0 | 11,256 | 0 | 521 | 0 | 0 | 851,062 |
| Reserve for Abatements | 995,210 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 995,210 |
| Other Liabilities | 825,832 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 825,832 |
| Deferred Revenues | 1,149,251 | 434,900 | 0 | 565,479 | 0 | 3,330,552 | 0 | 0 | 5,480,182 |
| Bond and Grant Anticipation Notes | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Bonds Payable | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total Liabilities | 4,605,477 | 12,597,616 | 96,108 | 719,876 | 0 | 3,344,128 | 1,607 | 0 | 21,364,813 |
| Fund Balances: | | | | | | | | | |
| Retained Earnings | 0 | 0 | 0 | 0 | (20,619) | 0 | 0 | 0 | (20,619) |
| Retained Earnings Appropriated | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Unreserved | 8,578,482 | 8,249,169 | 6,102,064 | 2,035,311 | 0 | 1,339,191 | 23,275,822 | 0 | 49,580,038 |
| Reserved for Expenditures | 1,440,203 | 2,085,603 | 0 | 610,135 | 37,529 | 28,831 | 0 | 0 | 4,202,301 |
| Reserved for Encumbrances | 1,240,549 | 405,783 | 1,835,933 | 172,952 | 0 | 3,000 | 10,779 | 0 | 3,673,996 |
| Reserved for Teacher Deferral | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Reserve for Other | 477,538 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 477,538 |
| Reserve for Overlay Deficit | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Reserved for Debt Exempt Premium | 863,896 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 863,896 |
| Total Fund Balances | 12,600,668 | 10,740,555 | 7,937,996 | 2,818,397 | 16,910 | 1,376,022 | 23,286,601 | 0 | 58,777,151 |
| Total Liabilities & Fund Balances | 17,206,145 | 23,338,172 | 8,034,105 | 3,538,274 | 16,910 | 4,720,150 | 23,288,209 | 0 | 80,141,964 |

| Town of Wayland, Massachusetts General Fund Revenue Report Fiscal 2017 June 30, 2017 | | | | | | |
|---|---------------------------|---------------------------|-----------------------|----------------------------|-------------------------------------|-----------------------------|
| | Fiscal 2016 YTD-Actual | Fiscal 2017 YTD-Actual | Fiscal 2017 Budget | \$ Variance 2017 / 2016 | B / A Fiscal 2017 \$ Variance | % of Budget Collected |
| Taxation: | | | | | | |
| Real Estate | 56,844,073 | 61,305,568 | 61,911,399 | 4,461,495 | (605,831) | 99.02% |
| Personal Property | 738,108 | 784,171 | 801,100 | 46,063 | (16,929) | 97.89% |
| Overlay | - | - | (620,322) | - | 620,322 | 0.00% |
| Total | 57,582,181 | 62,089,739 | 62,092,177 | 4,507,558 | (2,438) | 100.00% |
| State Aid: | | | | | | |
| School Construction | | | | | | |
| Local Aid : Cherry Sheet | | | | | | |
| Chapter 70 | 3,710,313 | 4,042,462 | 4,042,462 | 332,149 | - | 100.00% |
| Charter Tuition Assessment | 14,734 | - | - | (14,734) | - | 0.00% |
| Unrestricted Aid | 833,306 | 869,138 | 869,138 | 35,832 | - | 100.00% |
| Veterans Benefits Chapter 115 | 40,017 | 34,503 | 4,943 | (5,514) | 29,560 | 698.02% |
| Exemption : Vets, Blind, Surviving Spouse | 5,522 | 4,016 | 34,382 | (1,506) | (30,366) | 11.68% |
| State Owned Land Reimbursement | 61,759 | 61,026 | 61,024 | (733) | 2 | 100.00% |
| Other Aid | 9,001 | - | - | (9,001) | - | 0.00% |
| Total | 4,674,652 | 5,011,145 | 5,011,949 | 336,493 | (804) | 99.98% |
| Local Receipts: | | | | | | |
| Motor Vehicle Excise | 2,519,190 | 2,517,328 | 2,194,596 | (1,862) | 322,732 | 114.71% |
| Other Excise | 220,634 | 237,712 | 215,000 | 17,078 | 22,712 | 110.56% |
| Penalties and Interest | 254,304 | 575,528 | 250,000 | 321,224 | 325,528 | 230.21% |
| Payment in Lieu of Taxes | 63,049 | 46,251 | 50,000 | (16,798) | (3,749) | 92.50% |
| Fees | 590,166 | 1,227,015 | 590,000 | 636,849 | 637,015 | 207.97% |
| Licenses and Permits | 945,107 | 793,793 | 940,000 | (151,314) | (146,207) | 84.45% |
| Special Assessments | 7,780 | 6,392.00 | 5,000 | (1,388) | 1,392 | 127.84% |
| Fines and Forfeits | 62,452 | 44,773 | 62,000 | (17,679) | (17,227) | 72.21% |
| Investment Income | 88,782 | 153,282 | 88,000 | 64,500 | 65,282 | 174.18% |
| Miscellaneous Recurring | - | - | 5,404 | - | (5,404) | 0.00% |
| Total | 4,751,464 | 5,602,074 | 4,400,000 | 850,610 | 1,202,074 | 127.32% |
| Transfers from other funds: | | | | | | |
| Fund 24-Ambulance | 360,000.00 | 360,000.00 | 360,000 | - | - | 100.00% |
| Fund 24-Council on Aging | - | 1,373.00 | 1,373 | - | - | 100.00% |
| Fund 24-Tranfer Station | 47,726.00 | 71,961.00 | 71,961 | 24,235.00 | - | 100.00% |
| Fund 24-Recreation | 91,215.00 | 15,687.00 | 15,687 | (75,528.00) | - | 100.00% |
| Fund 25-Food Service | 239,966.00 | 270,401.00 | 270,401 | 30,435.00 | - | 100.00% |
| Fund 25-BASE | 213,828.00 | 220,101.00 | 220,101 | 6,273.00 | - | 100.00% |
| Fund 25-TCW | 217,702.00 | 233,506.00 | 233,506 | 15,804.00 | - | 100.00% |
| Fund 25-Full Day Kinder | 38,129.00 | 34,118.00 | 34,118 | (4,011.00) | - | 100.00% |
| Fund 61-Water | 331,725.00 | 338,601.00 | 338,601 | 6,876.00 | - | 100.00% |
| Fund 62-Septage | 34,368.00 | 52,708.00 | 52,708 | - | - | 100.00% |
| Fund 63-Wastewater | 24,288.00 | 24,669.00 | 24,669 | - | - | 100.00% |
| | 1,598,947.00 | 1,623,125.00 | 1,623,125 | 4,084.00 | - | 100.00% |
| Total Budgeted Revenue | 68,607,244 | 74,326,083 | 73,127,251 | 5,698,745 | 1,198,832 | 101.64% |
| Unbudgeted Revenue: | | | | | | |
| Tax Title Liens | 225,210 | 657,703 | - | 432,493 | - | 0.00% |
| Prior Year RE collections | 384,236 | 636,091 | - | 251,855 | - | 0.00% |
| Fund 24-Recreation-New FY 17 accounts | - | 482,618 | - | 482,618 | - | 0.00% |
| 375th Account Closeout | - | 22,230 | - | 22,230 | - | 0.00% |
| School OPEB | 115,018.00 | 50,000 | - | (65,018) | - | 0.00% |
| Water Interfund Borrowing | - | 500,000 | - | 500,000 | - | 0.00% |
| Septage ATM 2016 Transfer | 17,517 | - | - | - | - | 0.00% |
| Transfer from Recreation 53D Beach | - | 37,174.00 | - | - | - | 0.00% |
| Total Unbudgeted Revenue | 741,981 | 2,385,816 | - | 1,624,178 | 2,385,816 | 0.00% |
| Total All Revenue | 69,349,225 | 76,711,899 | 73,127,251 | 7,322,923 | 3,584,648 | 104.90% |

**TOWN OF WAYLAND
FISCAL 2017
CAPITAL PROJECT ACTIVITY REPORT
6/30/2017**

FUND 40-TOWN CAPITAL

| | Prior Year Balances | Revenues | Expenditures | Encumbrances | (OFS)/OFU | Balance 6/30/2017 | Total Encumbrance / Unencumbered |
|------------------------------------|------------------------|---------------------|---------------------|---------------------|-------------------|----------------------|--|
| ASSESSOR EQUIPMENT | 22,171.20 | | - | - | | 22,171.05 | 22,171.05 |
| IT CAPITAL ATM 2014 | 49,282.20 | | | | | 49,282.20 | 49,282.20 |
| IT CAPITAL SP TM 2013 | 63,597.00 | | | 6,985.08 | | 56,611.84 | 63,596.92 |
| FY 17 SAN UPGRADE | - | | | | | - | - |
| FY 17 DATA CENTER PATCH MANGT | | 80,000.00 | 80,000.00 | | | 9,467.00 | 9,467.00 |
| DAM REPAIR SP TM 2013 | 25,000.00 | 40,000.00 | 30,533.00 | | | 20,800.00 | 25,000.00 |
| DAM REPAIRS | 91,054.00 | | | 4,200.00 | | 91,054.00 | 91,054.00 |
| PLANNING | 5,098.00 | | 5,098.09 | | | (0.09) | (0.09) |
| CONSERVATION ATM 2014 | 28,908.00 | | | | | 28,908.00 | 28,908.00 |
| FY 17 NEWBURY CONSERVATION | - | 1.00 | | | | 1.00 | 1.00 |
| TOWN BUILDING REPAIRS | 23,198.42 | | | | | 23,198.44 | 23,198.44 |
| FY 13 BUILDING REPAIRS | 63,913.95 | | | | | 63,913.90 | 63,913.90 |
| TOWN BUILDING REPAIRS ATM 2014 | 60,011.50 | | 60,000.00 | | | 11.50 | 11.50 |
| STATION 2 REPAIR ATM 2014 | 33,720.06 | | | | | 33,720.06 | 33,720.06 |
| ENERGY UPGRADES ATM 2014 | 212,059.00 | | 159,992.00 | | | 52,067.00 | 52,067.00 |
| FY 16 TOWN BUILDING REPAIR | 54,467.00 | | 26,692.14 | | | 27,774.86 | 27,774.86 |
| FY 16 PUBLIC SAFETY SEWER PUMP | 50,000.00 | | | | | 50,000.00 | 50,000.00 |
| FY 16 LIBRARY OIL TANK REMOVAL | 25,000.00 | | | | | 25,000.00 | 25,000.00 |
| FY 16 STATION 2 SEPTIC AND PAVING | 35,000.00 | | | | | 35,000.00 | 35,000.00 |
| FY 16 TOWN MOTOR POOL | 513.00 | | | | | 513.00 | 513.00 |
| FY 17 TRANSFER ST IMPROVEMENT | - | 48,000.00 | 4,075.00 | | | 43,925.00 | 43,925.00 |
| FY 17 RECONFIG ROUTE 30 / PLAIN ST | - | 300,000.00 | 272,676.05 | | | 27,323.95 | 27,323.95 |
| FY 17 RECONFIG FIVE PATHS | - | 335,000.00 | 292,921.87 | | | 42,078.13 | 42,078.13 |
| FY 17 OLD DPW DEMO | - | 330,000.00 | 2,820.00 | | | 327,180.00 | 327,180.00 |
| FY 17 JCC RADIOS | - | 25,000.00 | 25,000.00 | | | - | - |
| FIRE BRUSH TRUCK ATM 2015 | 42,831.60 | | | | 42,831.06 | 0.54 | 0.54 |
| FY 16 JOHN DEERE GATOR | 147.46 | | | | 147.46 | - | - |
| FY 17 FIRE RESCUE AND PUMP TRUCK | - | 490,000.00 | 474,237.00 | | | 15,763.00 | 15,763.00 |
| FY 17 LADDER AND FIRE TRUCK | - | 950,000.00 | | 964,909.00 | | (14,909.00) | 950,000.00 |
| FY 17 COCHITUATE APTS FIRE SUPP | - | 375,000.00 | 220,017.50 | 24,270.00 | | 130,712.50 | 154,982.50 |
| HIGHWAY CH90 | (43,774.28) | 557,787.17 | 687,956.87 | 215,300.00 | | (389,243.98) | (173,943.98) |
| STATION 2 REPAIR | 4,284.00 | | | | | 4,284.00 | 4,284.00 |
| H-19 DUMP TRUCK ATM 2014 | 728.92 | | | | | 728.92 | 728.92 |
| BOBCAT ATM 2014 | 572.44 | | | | | 572.44 | 572.44 |
| HIGHWAY VEHICLES | 5,807.58 | | | | | 5,807.37 | 5,807.37 |
| NEW DPW FACILITY STUDY | 7,131.00 | | | | | 7,131.00 | 7,131.00 |
| NEW DPW BUILDING STM 2013 | 2,038,359.02 | | 60,566.55 | 333.00 | 545,000.00 | 1,432,459.07 | 1,432,792.07 |
| HGWY ROADWORK DESIGN (27/30) | 39,989.79 | | 13,588.12 | | | 26,401.44 | 26,401.44 |
| HGWY TRAFFIC CALMING | 165.54 | | | | | 165.54 | 165.54 |
| DRAINAGE IMPROVEMENTS | 60,508.24 | 87,301.00 | 140,759.12 | | | 7,049.67 | 7,049.67 |
| PARKLAND / CHARLES ATM 2014 | 59,608.20 | | 2,336.00 | | | 57,272.20 | 57,272.20 |
| CULVERT REPAIRS ATM 2014 | 84,580.00 | | 2,420.00 | | | 82,160.00 | 82,160.00 |
| FY 16 ROAD CONSTRUCTION | 39,836.76 | | 39,836.76 | | | - | - |
| FY 16 TRANSFER ST CULVERT REPAIR | 100,000.00 | | | | | 100,000.00 | 100,000.00 |
| FY 16 DPW LIGHT TRUCKS | 106.00 | | | | | 106.00 | 106.00 |
| FY 16 DPW TRUCKS | 90,000.00 | | 90,000.00 | | | - | - |
| FY 16 DPW P-34 CHIPPER | 1,097.00 | | | | | 1,097.00 | 1,097.00 |
| FY 16 DPW SMALL EQUIPMENT | 15,834.53 | | 15,834.00 | | | 0.53 | 0.53 |
| FY 16 DPW HEAVY DUTY EQUIPMENT | 31.50 | | | | | 31.50 | 31.50 |
| FY 16 RT 30 and RT 27 Easement | 101.00 | | | | | 101.00 | 101.00 |
| FY 17 SHED UPGRADE CONSERV | - | 30,000.00 | | | | 30,000.00 | 30,000.00 |
| TF STATION CAPPING | 331.86 | | | | | 331.86 | 331.86 |
| FY 17 LIGHT TRUCKS DPW | - | | | | | - | - |
| FY 17 SMALL SWAP LOADER | - | | | | | - | - |
| CEMETERY EXPANSION ATM 2014 | 94,734.85 | | | | | 94,734.85 | 94,734.85 |
| FY 17 ROAD CONSTRUCTION | - | 775,000.00 | 201,495.56 | | | 573,504.44 | 573,504.44 |
| FY 17 CEMETERY EXPANSION | - | 50,000.00 | | | | 50,000.00 | 50,000.00 |
| FY 17 LIGHT TRUCKS FY 17 | - | 90,000.00 | 90,000.00 | | | - | - |
| FY 17 SMALL EQUIPMENT | - | 70,000.00 | 70,000.00 | | | - | - |
| FY 17 HEAVY EQUIPMENT | - | 225,000.00 | 224,972.21 | | | 27.79 | 27.79 |
| FY 17 SWAP LOADER | - | 190,000.00 | 185,100.00 | | | 4,900.00 | 4,900.00 |
| FY 17 TRANSFER ST COMPACTOR | - | 40,000.00 | | 40,000.00 | | - | 40,000.00 |
| FY 16 STM ENERGY RESILIENCE | 29,403.00 | | | | | 20,153.00 | 29,403.00 |
| FY 16 STM LIBRARY DESIGN | 130,974.69 | | 95,794.16 | 22,100.00 | | 13,080.53 | 35,180.53 |
| FY 16 COA FEASIBILITY STUDY | 125,111.19 | | 13,311.98 | 3,800.00 | | 107,999.21 | 111,799.21 |
| FY 17 SEWER BETTERMENT LIBRARY | - | 56,000.00 | | | | 56,000.00 | 56,000.00 |
| FIELD IMPROVEMENTS ATM 2014 | 16,610.97 | | 4,591.18 | | | 12,019.79 | 12,019.79 |
| FY 16 RECREATION FIELD MAINT | 73,049.18 | | 48,991.60 | 500.00 | | 23,557.58 | 24,057.58 |
| FY 17 HAPPY HOLLOW PLAYGROUND | - | 100,000.00 | 96,155.24 | | | 3,844.76 | 3,844.76 |
| BEACH HOUSE | - | | | | | (0.02) | (0.02) |
| CEMETERY SITE IMPROVEMENTS | 24,763.22 | | 14,056.00 | | | 10,707.18 | 10,707.18 |
| BEACH IMPROVEMENTS | 540.41 | | | | | 540.61 | 540.61 |
| RECREATION FIELD IMP 2013 | 73,281.53 | | 36,318.50 | 12,702.00 | | 24,261.53 | 36,963.53 |
| FY 17 REC FACILITIES PLAN | - | 60,000.00 | | 54,000.00 | | 6,000.50 | 60,000.50 |
| TOTAL | 3,959,740.53 | 5,304,089.17 | 3,788,146.50 | 1,358,349.08 | 587,978.52 | 3,523,354.69 | 4,827,703.77 |

| Town of Wayland, Massachusetts Water Enterprise Fund Fiscal 2017 Quarterly Report, 06/30/17 | | | | | | |
|--|-----------------------|-----------------------|-------------------------------------|-----------------------------------|-----------------------|------------------------------|
| | Fiscal 2017 Budget | Fiscal 2017 Actual | % Budget Collected / Expended | \$ Variance Budget / Actual | Fiscal 2016 Actual | \$ Variance FY 17 / FY 16 |
| REVENUES | | | | | | |
| <i>Operating Revenue:</i> | | | | | | |
| Penalties and Interest | 25,000 | 25,750 | 97.09% | 750 | 24,808 | 942.00 |
| Water Meter Charges | 3,916,009 | 3,340,210 | 117.24% | (575,799) | 3,161,786 | 178,424.00 |
| Liens | 0 | 89,899 | 0.00% | 89,899 | 122,452 | (32,553.00) |
| Water Administration Fee | 200,000 | 288,492 | 69.33% | 88,492 | 304,738 | (16,246.00) |
| Water Service Order | 40,000 | 54,850 | 72.93% | 14,850 | 28,269 | 26,581.00 |
| Misc. Revenue | 50,000 | 26,625 | 187.79% | (23,375) | 42,541 | (15,916.00) |
| Interest on Savings | 10,000 | 6,816 | 146.71% | (3,184) | 6,728 | 88.00 |
| Transfers from Capital | 0 | 15,339 | 0 | 15,339 | 0 | 15,339.00 |
| Total | 4,241,009 | 3,847,981 | 90.73% | (393,028) | 3,691,322 | 156,659.00 |
| EXPENDITURES | | | | | | |
| <i>Operating Expenditures:</i> | | | | | | |
| Personal Services | 778,470 | 624,068 | 124.74% | 154,402 | 675,805 | (51,737.00) |
| Expenditures | 1,564,617 | 1,249,259 | 125.24% | 315,358 | 1,340,710 | (91,451.00) |
| Funded Debt | 1,105,664 | 1,093,105 | 101.15% | 12,559 | 1,064,054 | 29,051.00 |
| Indirect Fringe Transfers to GF | 338,601 | 338,601.00 | 0.00% | 0 | 331,725.00 | (6,876.00) |
| Indirect Fringe Transfers to GF and OPEB | 3,657 | 3,657.00 | 0.00% | 0 | 3,567.00 | (90.00) |
| Total | 3,791,009 | 3,308,690 | 87.28% | 482,319 | 3,415,861 | (121,103.00) |
| OTHER FINANCING TRANSFERS TO WATER CAPITAL | | | | | | |
| <i>Other Financing Uses:</i> | | | | | | |
| Transfers to Capital Projects/ Unbudgeted expense | 450,000 | 450,000 | 0 | 0 | 310,000 | (140,000.00) |
| <i>Other Financing Sources:</i> | | | | | | |
| Water Surplus to Fund 42 | - | - | - | - | - | - |
| Water Revenue to General Fund | - | - | - | - | - | - |
| Total YTD Revenues | 4,241,009 | 3,847,981 | 1 | (393,028) | 3,691,322 | 156,659.00 |
| Total YTD Expenditures | 4,241,009 | 3,758,690 | 1 | 482,319 | 3,725,861 | 32,829.00 |

| Town of Wayland, Massachusetts Wastewater Enterprise Fund Fiscal 2017 Quarterly Report, 03/31/2016 | | | | | | |
|---|-----------------------|-----------------------|-------------------------------------|-----------------------------------|-----------------------|------------------------------|
| | Fiscal 2017 Budget | Fiscal 2017 Actual | % Budget Collected / Expended | \$ Variance Budget / Actual | Fiscal 2016 Actual | \$ Variance FY 17 / FY 16 |
| <i>Operating Revenue:</i> | | | | | | |
| Penalties and Interest | - | 8,912 | 0.00% | 8,912 | 1,032 | 7,880 |
| Wastewater User Charges | 265,941 | 295,690 | 111.19% | 29,749 | 257,233 | 38,457 |
| Liens | - | 7,123 | 0.00% | 7,123 | 3,880 | 3,243 |
| Betterments | 278,441 | 25,990 | 9.33% | (252,451) | 23,661 | 2,329 |
| Betterment Interest | 199,029 | 4,766 | 2.39% | (194,263) | 5,915 | (1,149) |
| Betterment paid in advance | - | - | 0.00% | - | - | - |
| Betterment TC RE | - | 197,700 | 0.00% | 197,700 | 199,332 | (1,632) |
| Betterment TC Int | - | 175,414 | 0.00% | 175,414 | 182,003 | (6,589) |
| Unapportioned WW betterment TC | - | 25,052 | 0.00% | 25,052 | 90,904 | (65,852) |
| Unapportioned WW betterment TC int | - | 1,207 | 0.00% | 1,207 | 2,451 | (1,244) |
| Interest on Savings | - | 4,352 | 0.00% | 4,352 | 4,683 | (331) |
| Misc. revenue | - | 12,705 | 0.00% | 12,705 | 500,671 | (487,966) |
| Total | 743,411 | 758,911 | 102.08% | 15,500 | 1,271,765 | (512,854) |
| <i>Operating Expenditures</i> | | | | | | |
| Personal Services | 33,552 | 25,994 | 0.00% | 7,558 | 28,283 | (2,289) |
| Expenditures | 207,718 | 225,445 | 108.53% | (17,727) | 178,443 | 47,002 |
| Funded Debt | 477,472 | 459,350 | 96.20% | 18,122 | 467,601 | (8,251) |
| Total | 718,742 | 710,789 | 98.89% | 7,953 | 674,327 | 36,462 |
| <i>Other Financing Sources / (Uses)</i> | | | | | | |
| Transfers to General Fund | 24,669 | - | 0.00% | 24,669 | - | - |
| Total | 24,669 | - | 0.00% | 24,669 | 0 | 0 |
| Total YTD Revenues | 743,411 | 758,911 | 102.08% | 15,500 | 1,271,765 | (512,854) |
| Total YTD Expenditures | 743,411 | 710,789 | 95.61% | 7,953 | 674,327 | 36,462 |

| Town Revolving / Grants 2017 | | Balance July 1, 2016 | Transfers/ Adjustments | Revenues | Expenditures | Transfers IN | Transfers Out | Encumbrances | Balance June 30, 2017 |
|------------------------------|----|-------------------------|---------------------------|-------------|--------------|-----------------|------------------|--------------|--------------------------|
| 1 | D | 880,000.00 | - | 80,000.00 | 6,996.00 | - | - | - | 953,004.00 |
| 1 | D | 120,000.00 | - | - | - | - | - | - | 120,000.00 |
| 1 | D | - | - | - | - | - | - | - | - |
| 1 | D | 250,000.00 | - | - | - | - | - | - | 250,000.00 |
| 1 | D | - | - | - | - | - | - | - | - |
| 1 | D | 2,255.99 | - | - | - | - | - | - | 2,255.99 |
| 1 | D | - | - | 3,000.00 | 2,867.50 | - | - | - | 132.50 |
| 1 | D | 27,550.58 | - | 179.23 | - | - | - | - | 27,729.81 |
| 1 | D | 3,590.39 | - | - | - | - | - | - | 3,590.39 |
| 1 | D | 646.40 | - | - | - | - | - | - | 646.40 |
| 1 | D | 22,230.05 | - | - | - | - | 22,230.05 | - | - |
| 4 | SG | - | - | 22,500.00 | - | - | - | 22,500.00 | - |
| 4 | SG | - | - | - | 30,610.81 | - | - | 9,654.81 | (40,265.62) |
| 4 | SG | - | - | 2,538.00 | 73.88 | - | - | - | 2,464.12 |
| 1 | D | 4,085.52 | - | - | 170.83 | - | - | - | 3,914.69 |
| 1 | D | - | - | - | - | - | - | - | - |
| 1 | D | 87,403.87 | - | - | - | - | - | - | 87,403.87 |
| 1 | D | 15,728.00 | - | 3,148.00 | - | - | - | - | 18,876.00 |
| 1 | D | - | - | - | 2,060.00 | - | - | - | (2,060.00) |
| 1 | D | 19,735.00 | - | - | - | - | - | - | 19,735.00 |
| 1 | D | 27.50 | - | - | - | - | - | - | 27.50 |
| 1 | D | 118,006.68 | - | - | - | - | - | - | 118,006.68 |
| 1 | D | 44,875.33 | - | - | - | - | - | - | 44,875.33 |
| 1 | D | 43,204.75 | - | 6,095.00 | - | - | - | - | 49,299.75 |
| 4 | SG | - | - | (62,500.00) | 180.00 | 180.00 | - | - | - |
| 1 | G | 68,207.82 | - | - | - | - | - | - | 5,707.82 |
| 1 | D | - | - | - | - | - | - | - | - |
| 1 | D | - | - | - | - | - | - | - | - |
| 1 | D | 4,196.15 | - | - | - | - | - | - | 4,196.15 |
| 1 | D | 37,775.35 | - | 12,746.22 | 13,067.62 | - | - | - | 37,453.95 |
| 1 | D | 14,574.40 | - | 272.96 | 500.00 | - | - | - | 14,347.36 |
| 1 | D | - | - | - | - | - | - | - | - |
| 1 | D | - | - | - | - | - | - | - | - |
| 1 | D | 170,863.70 | - | 227,099.26 | 214,798.95 | - | - | - | 183,164.01 |
| 2 | D | 2,242.68 | - | - | - | - | - | - | 2,242.68 |
| 2 | D | 13,456.55 | - | 10,650.00 | 7,212.50 | - | - | - | 16,894.05 |

| Town Revolving / Grants 2017 | | Balance | Transfers/ Adjustments | Revenues | Expenditures | Transfers IN | Transfers Out | Encumbrances | Balance |
|------------------------------|----|--------------|---------------------------|------------|--------------|-----------------|------------------|--------------|---------------|
| | | July 1, 2016 | | | | | | | June 30, 2017 |
| 2 | G | - | - | - | 6,491.97 | - | - | - | (6,491.97) |
| 2 | D | 11,038.90 | - | 365,434.00 | 356,228.58 | - | - | - | 20,244.32 |
| 2 | D | (4,470.87) | - | - | - | - | - | - | (4,470.87) |
| 2 | D | 200.00 | - | - | - | - | - | - | 200.00 |
| 2 | D | 6,000.00 | - | 1,901.00 | - | - | - | - | 7,901.00 |
| 2 | D | 2,746.42 | - | 1,460.00 | 3,499.84 | - | - | - | 706.58 |
| 2 | G | 11,347.30 | - | 6,547.00 | 9,014.89 | - | - | - | 8,879.41 |
| 4 | FG | 55.27 | - | - | - | - | - | - | 55.27 |
| 2 | D | 34.64 | - | - | - | - | - | - | 34.64 |
| 2 | D | 1,242,928.87 | - | 726,644.12 | 68,678.29 | 44,211.34 | 875,000.00 | 3,510.98 | 1,066,595.06 |
| 2 | D | 32,479.83 | - | 32,913.00 | 7,867.72 | - | - | 56,753.12 | 771.99 |
| 4 | D | 43.87 | - | - | - | - | - | - | 43.87 |
| 4 | D | 57,746.84 | - | 8,314.00 | 15,233.00 | - | - | - | 50,827.84 |
| 4 | D | - | - | - | - | - | - | - | - |
| 4 | FG | - | - | - | - | - | - | - | - |
| 4 | FG | - | - | - | - | - | - | - | - |
| 4 | D | 3,287.67 | - | - | - | - | - | - | 3,287.67 |
| 4 | D | 231,235.27 | - | 390,801.61 | 373,388.21 | - | 160,354.00 | 14,576.30 | 73,718.37 |
| 4 | D | 32,220.00 | - | - | - | - | - | - | 32,220.00 |
| 4 | SG | 3,800.00 | - | 3,600.00 | - | - | - | - | 7,400.00 |
| 4 | SG | - | - | 268,594.00 | 268,594.00 | - | - | - | - |
| 5 | D | 48,767.49 | - | 6,361.31 | 16,259.00 | - | - | - | 38,869.80 |
| 5 | D | 52,306.08 | - | 62,883.81 | 45,090.98 | - | - | - | 70,098.91 |
| 5 | D | 612.77 | - | - | 269.71 | - | - | - | 343.06 |
| 5 | D | 88,443.07 | - | 29,788.87 | 39,894.97 | - | 1,373.00 | - | 76,963.97 |
| 5 | D | 29,212.65 | - | 7,008.00 | 3,730.55 | - | - | - | 32,490.10 |
| 5 | G | 36,755.55 | - | 30,510.00 | 19,441.87 | - | - | - | 47,823.68 |
| 5 | G | 500.00 | - | 17,697.89 | 18,235.01 | - | - | 107.01 | 500.00 |
| 6 | G | 36,273.93 | - | - | 691.93 | - | - | - | 35,629.80 |
| 6 | D | 3,467.37 | - | - | - | - | - | - | 2,775.44 |
| 6 | D | 16,416.58 | - | 3,186.76 | 2,270.17 | - | - | - | 17,333.17 |
| 6 | D | 0.00 | - | - | - | - | - | - | 0.00 |
| 6 | D | 219,463.96 | - | - | - | - | - | - | 219,463.96 |
| 6 | D | 2,493.59 | - | 4.79 | - | - | - | - | 2,498.38 |
| 6 | D | 165,894.23 | - | 8,501.00 | - | - | 50,000.00 | - | 124,395.23 |
| 6 | D | 944,607.68 | - | 819,357.01 | 565,551.90 | - | 499,091.00 | 6,683.00 | 692,638.79 |
| 6 | D | 13,047.59 | - | - | - | - | - | - | 13,047.59 |
| 6 | D | 450.95 | - | - | - | - | - | - | 450.95 |
| 6 | D | - | - | 136,394.28 | 144,537.18 | 80,000.00 | 37,173.59 | 24,683.51 | 10,000.00 |
| 6 | G | 5,971.19 | - | 4,500.00 | 4,650.00 | - | - | - | 5,821.19 |
| 6 | G | 150.00 | - | - | - | - | - | - | 150.00 |
| 9 | D | 101,719.49 | - | - | - | - | - | - | 101,719.49 |

Community Preservation Fund

| | Balance July 1, 2016 | Transfers/ Adjustments | Revenues | Expenditures | Transfers Out | Encumbrances | Balance June 30, 2017 |
|--|----------------------|------------------------|--------------|---------------|---------------|--------------|-----------------------|
| DOCUMENT PRESERVATION | 232.00 | - | - | - | - | - | 232.00 |
| SWOC WEED MGMT | - | - | - | - | - | - | - |
| CPA ADMIN | 10,000.00 | 25,264.00 | - | 21,576.00 | - | - | 13,688.00 |
| NIKE SITE - SILOS | - | - | - | - | - | - | - |
| RAILROAD FREIGHT HOUSE | 0.89 | - | - | - | - | - | 0.89 |
| RAIL TRAIL | 8,379.00 | - | - | 8,379.00 | - | - | - |
| VOKES THEATRE | - | - | - | - | - | - | - |
| MAINSTONE FARM | - | - | - | - | - | - | - |
| BOSTON POST RD PRE-PERMITTING | 3,171.00 | - | - | 2,342.00 | - | - | 829.00 |
| STONEBRIDGE RD-AFFORDABLE HOUSING | - | - | - | - | - | - | - |
| LOKER FIELD ART 14 | 63,583.00 | - | - | - | - | - | 63,583.00 |
| IMPROVE MEMORIALS & MONUMENTS | 4,000.00 | - | - | - | - | - | 4,000.00 |
| COCHITUATE APARTMENTS | 391,009.00 | - | - | 267,000.00 | - | - | 124,009.00 |
| NORTH CEMETERY | - | - | - | - | - | - | - |
| FIRST PARRISH CHURCH | 15,691.00 | - | - | 15,691.00 | - | - | - |
| OPEN SPACE REC STM 2015 | 30,000.00 | - | - | 28,000.00 | - | 2,000.00 | - |
| WAYLAND HOUSING TRUST | - | - | - | - | - | - | - |
| DUDLEY WOODS ATM 2015 | 78,000.00 | - | - | 5,505.00 | - | - | 63,145.00 |
| CENTRAL RAILROAD TRAIL ATM 2015 | 445,000.00 | - | - | 443,236.00 | - | - | 35,000.00 |
| HEARD FARM ATM 2015 | 35,000.00 | - | - | - | - | - | 35,000.00 |
| STONEBRIDGE ROAD ATM 2015 | 58,250.00 | - | - | - | - | - | 58,250.00 |
| STONEBRIDGE PROJECT ATM 2015 | 480,000.00 | - | - | 13,619.00 | - | - | 404,813.00 |
| OXBOW ROAD ATM 2015 | 20,000.00 | - | - | 9,100.00 | - | - | 4,998.00 |
| RESTORE MONUMENTS ATM 2016 | 72,000.00 | - | - | 11,360.00 | - | - | 15,200.00 |
| MAINSTONE FARM ATM 2016 | 5,000,000.00 | - | 7,000,000.00 | 12,000,000.00 | - | - | - |
| COCHITUATE TOWN CLOCK ATM 2016 | 14,510.00 | 30,200.00 | - | 14,490.00 | - | - | 30,220.00 |
| WAYLAND TRUST ATM 2017 | - | 89,019.00 | - | 89,019.00 | - | - | - |
| MAINSTONE FY 2018 DEBT SERVICE | - | 411,111.00 | - | - | - | - | 411,111.00 |
| DUDLEY WOODS ATM 2017 | - | 50,000.00 | - | - | - | - | 50,000.00 |
| MELLEN LAW OFFICE ATM 2017 | - | 30,000.00 | - | - | - | - | 30,000.00 |
| HIRE CONSULTANT ATM 2017 | - | 20,000.00 | - | - | - | - | 20,000.00 |
| ATHLETIC FIELD OXBOW ATM 2017 | - | 300,000.00 | - | - | - | - | 300,000.00 |
| BRADFORD HALL ATM 2017 | - | 80,000.00 | - | - | - | - | 80,000.00 |
| FY 17 ACTIVITY | | | 7,954,029.78 | 12,929,317.00 | | | (4,975,287.22) |
| BEGINNING PROJECT BALANCES | 6,728,825.89 | 1,035,594.00 | | | | | 7,764,419.89 |
| BEGINNING UNDESIGNATED FUND BAL | 1,128,058.11 | (1,035,594.00) | | | | 126,024.00 | 92,464.11 |
| TOTAL BEG FUND BALANCE | 7,856,884.00 | | | | | | |

Trust Funds (as of 7/31/17)

| | Balance July 1, 2016 | Transfers/ Adjustments | Revenues | Expenditures | Transfers In | Transfers Out | Encumbrances | Balance June 30, 2017 |
|---|----------------------|------------------------|------------------|------------------|-------------------|------------------|------------------|-----------------------|
| STABILIZATION FUND | 1,826,754.00 | - | 109,477.66 | - | - | - | - | 1,936,231.66 |
| NON-INSURANCE FUND | - | 1,187,601.25 | - | - | - | - | - | 1,187,601.25 |
| RECREATION STABILIZATION | - | - | - | - | 402,618.00 | 60,000.00 | - | 342,618.00 |
| OPEB | - | 13,062,423.00 | 1,695,942.75 | - | 243,828.00 | - | - | 15,002,193.75 |
| VANGUARD TRUST | 3,328,633.00 | - | 369,900.91 | 80,979.84 | - | - | - | 3,606,774.80 |
| WAYLAND HOUSING TRUST | - | 1,079,751.00 | 34,277.11 | 2,645.00 | 89,019.00 | - | 10,779.27 | 1,200,402.11 |
| Fund 83 & 84 & 85 & 88 | 20,485,162.25 | 2,209,598.43 | 83,624.84 | 83,624.84 | 735,465.00 | 60,000.00 | 10,779.27 | 23,275,821.57 |

EDUCATION AND LIBRARY

SCHOOL COMMITTEE

“Personal and civic responsibility, love of learning, and empathy for others: these are the qualities that the Wayland Public Schools seek to instill in its students. At its core, our mission is to provide a rigorous and stimulating academic environment that promotes the acquisition of knowledge and skills. Yet we deem it equally important to nurture self-confident, collaborative, and conscientious individuals. We strive to create a climate where risk-taking is safeguarded, open expression is encouraged, and free association is protected. Our goal is to advance our students’ growth into principled, informed, and capable citizens who will help guide a democracy that follows humanitarian principles in the global forum, and shape a just society where individuals may reach their full potential.”

--Wayland Public Schools Mission Statement

OVERVIEW

During the 2016-17 school year, the School Committee worked with Superintendent Paul Stein and the rest of the faculty and staff to educate our students to their full potential, supporting both their academic and social/emotional growth. Superintendent Stein and the administration unveiled the UNITED goals which continue to build on past accomplishments and furthering the mission of the district.

Focus areas for each goal in 2016-17 included:

- **Using Data Wisely** - To strengthen the achievement of each learner through ongoing access to and use of data so that resources (funding, staffing, and time) are allocated efficiently, accurately and effectively.
- **Nurturing Early Childhood Development** - To nurture early childhood development by fostering community structures and support services to meet the growing social, emotional, and educational needs of the children and families in Wayland.
- **Infusing Technology and Design** - To infuse technology and design throughout the curriculum with an emphasis on students building the skills they need to solve real world problems as they create, model and learn.
- **Training Global Citizens** - To train students to be productive global citizens of their country, nation and world able to demonstrate requisite skills, which include civility and cultural proficiency.
- **Elevating Achievement** - To utilize existing systems of structured support and engagement in combination with new initiatives to elevate the academic achievement of all students.
- **Deepening Wellness Skills and Insights** - To deepen and strengthen students’ wellness education by employing a systemic approach to curriculum,

instruction, extra-curricular activities, school culture and safety

Ongoing central office goals included continued improvement of fiscal operations with an eye towards efficiency, transparency and accountability as well as a more effective and efficient use of data in all areas including budgeting, closing the achievement gap, and special education. Additionally, successful audits of the School Department were conducted by the Department of Secondary and Elementary Education (DESE) and Melanson Heath.

Other significant achievements in the 2016-17 school year included:

- Contract negotiations with the Wayland Teachers Association (WTA) were completed before the Annual Town Meeting in April.
- A successful superintendent search was completed resulting in the hiring of Dr. Arthur Unobskey as Wayland’s next superintendent.
- Solutions to school bus parking were narrowed down with a decision slated for August 2017. With the current parking location unavailable beginning in July 2018, the School Committee is working with the town to lease space in the short term with the long term goal to find a permanent space on town owned land.
- The increase in enrollment and class sizes was successfully addressed using creative measures such as expanding the existing buffer zones.
- A team of administrators participated in RADAR (Resource Allocation and District Action Reports), a pilot program sponsored by DESE, to use data to maximize the district’s return on investment and identify efficiencies.
- Both the Food Services department and the Children’s Way continue to be financially strong due to both

groups' dedication and hard work in implementing policies and procedures that have improved their operations and finances.

- The national political climate during the year presented a new set of challenges for teachers and staff. Mock elections, civics lessons, shared language at all levels of our schools, and attention to political discourse were found throughout the district. By providing safe spaces, expectations of respect and opportunity, Wayland students were enabled to engage in important, honest and necessary conversations.
- Superintendent Paul Stein completed his tenure in Wayland having left a mark on Wayland's schools characterized by his caring, compassionate and thoughtful manner and his uncanny ability to lead by example.

BUDGET FY18 (2017-2018)

Operating Budget

The FY18 appropriated budget of \$38,98,393 will educate a projected enrollment of 2,676 students for the 2017-2018 school year and represents an increase of 3.2% over the FY17 appropriation. The FY18 appropriation includes funding for the FY 2018 settled contractual agreement with WTA (Wayland Teachers Association) members and significant additional contractual obligations of the Wayland Schools. During FY 2018 it is anticipated that contract settlement agreements will be reached with the Custodial Union and WESA (Wayland Educational Secretaries Association). Funding will be appropriated at the November 2017 Fall Town Meeting provided those contracts are settled by that time.

This FY18 appropriated budget, less the funding for the Schools' contractual obligations, is less than both that recommended by the Superintendent (\$298,244) and that recommended by the School Committee (\$157,566). The appropriation represents a compromise with the Finance Committee to which both committees agreed. The following items were funded in the budget as a result of the compromise:

- Elementary World Language Immersion Program (.35 FTE coordinator, stipend and supplies)
- Middle School Writing Lab (1.0 FTE)
- Elementary School Guidance Counselor (.5 FTE)
- Evening Custodial Supervisor (1.0 FTE)

The following items were *not* funded in the budget as a result of the compromise: the high school interdisciplinary small learning community, an additional high school technology assistant, and a part-time high school Academic Center teaching assistant. In addition, due to budgetary constraints, the elementary iPad

replacement and 4th and 5th grade Chromebook initiative, various elementary extra-curricular stipends, and the roof unit preventative maintenance contract service will *not* be funded in FY18.

Over the last several years, in response to fiscal constraints facing the residents of Wayland, the School Committee has sought to balance the importance of maintaining momentum in our educational offerings and technological capabilities with the need to reduce spending to a sustainable level for the town residents. The Committee has worked closely with Superintendent Stein, and the school administration to maximize the efficiency of this educational/fiscal balance. The School District bears a responsibility to spend its dollars wisely in pursuit of its core mission and works diligently to do so.

In building the FY18 budget from the bottom up, the budget process began with the evaluation of the enrollment projection model. The Committee then reviewed the Superintendent's Recommended Budget, a 2.8% increase over the FY17 appropriation (excluding funding for the Schools' contractual obligations), which was both foundational, including the basic building blocks or "cornerstones" for quality schools, and forward thinking, including initiatives to continue to innovate. These innovative initiatives were modest expenditures on building future programs within the schools, "Stepping Stones", that represent the culmination of work that began in a number of different forums, including the School Committee Summit and related task forces.

During the budget review process, the Committee engaged in over fifteen meetings with the administration, the Finance Committee and the community to review the Superintendent's Recommended Budget, the resulting list of unmet needs that would not be funded, and extensive information provided by the Administration in response to over 100 questions from the Committee and the public. During this process, the Committee received many comments from parents and other residents expressing enthusiasm for the proposed stepping stones. The Committee also received many comments that reductions in the school budget or in school staffing were not acceptable in the face of concerns that our schools lack momentum in this rapidly changing world. The Committee did not receive many comments urging reduction in the proposed school spending for FY18.

The last step in the budget process included the identification of \$29,678 of errata, mostly due to unanticipated staff changes. With these changes in mind,

the Committee then reviewed other unmet needs that the Administration identified as important but, because of fiscal concerns, were not included in the Superintendent's Recommended Budget. The Committee weighed all components of the budget, including these unmet needs, the errata changes, and community input to arrive at its recommended budget, an increase of 2.44% over the FY16 appropriation excluding funding for the Schools' contractual obligations.

The Finance Committee, striving to keep budget increases to 2.5% and anticipating the funding of the Schools' contractual obligations, voted to reduce the School Committee's recommended operating budget by \$315,000. After some discussion, the two committees agreed to compromise and the School Committee recommended budget was reduced by \$157,000.

Capital Budget

The School Committee also made the following capital requests totaling \$290,000:

- \$150,000 to replace the carpet at the Middle School with floor tile
 - \$60,000 to upgrade various food service equipment
 - \$50,000 to upgrade the phone system at Claypit Hill School
 - \$30,000 to purchase various custodial equipment
- Additionally, in response to the Finance Committee's request for fiscal restraint, \$1,090,000 of capital requests were deferred until a later date.

In summary, the Wayland School System bears a responsibility to spend its dollars wisely and economically. In preparing this budget, we were cognizant of the fiscal constraints facing our Town residents and the need for sustainable spending on the one hand and the importance of maintaining a robust investment in our schools and providing an innovative and relevant education for our students on the other hand.

CONCLUSION

The 2016-17 school year was one marked by reinforcing our role to prepare our students for an ever changing and often unpredictable world. Wayland's dedicated group of administrators, faculty and staff continue to educate our students at the highest level academically while also helping them become principled, informed and capable citizens in a very complex world. We are incredibly thankful to them as well as the numerous organizations and individuals throughout the Town who play a vital role in supporting our schools. We truly appreciate the partnership that exists between the schools and the Wayland community. Lastly, we are incredibly appreciative of Paul Stein's leadership these past six years and the legacy he has left in Wayland. We look forward to working with the new superintendent.

BOARD OF LIBRARY TRUSTEES

LIBRARY BUDGET AND HOURS. In FY17, the Town granted the Library a budget of \$1,056,200 allowing us to build our collections, increase children's programs, and maintain a library schedule of 67 hours a week most of the year and 60 hours a week in July and August.

LONG-RANGE PLANNING. The Library works deliberately to meet the goals outlined in our Long-Range Plan. In FY17, we made additional progress on our objective of improving patrons' access to digital content over the internet. Hoopla streaming/downloads increased by 34%. Overdrive use remained strong, accounting for just over 9% of our total circulation. We remain constrained by space limitations. Our audiobook and video holdings did not expand and our print book holdings increased by just 1 percent. We were creative in finding space to increase our high demand Express Books collection and display space.

LIBRARY PLANNING INITIATIVES. In FY17, we continued to address our long-range goal of improving the Library's civic presence as a welcoming neighborhood center: an attractive, safe, and comfortable place for residents to meet, work, and interact with each other. Recognizing the challenges that the current library building presents in accomplishing this goal, especially in the area of services to youth and children, the Trustees-- on the recommendation of the Library Planning Committee (LPC), a diverse group of town residents-- compiled an application for a grant from the Massachusetts Public Library Construction Program (MPLCP). Extensive site investigations, matrix evaluations, community forums, and design and engineering work ensued and was completed under the oversight of the Permanent Municipal Building Committee. The application was submitted in January of

2017. The full report of the LPC and the full grant application can be viewed at waylandlibrary.org. In July 2017 (the beginning of FY18) the Massachusetts Board of Library Commissioners (MBLC) awarded Wayland a Provisional Construction Grant totalling \$10,137,980. One of the three largest of nine awarded, it is a strong statement and recognition by the MBLC of the deficiencies of the current building, which include inadequate space for: quiet reading and study, youth and children's collections and services, adult collections, programming, staff work spaces, IT infrastructure, and safe and adequate parking. Deficient ADA compliance and traffic congestion at a busy intersection continue to make library services difficult to access. The limitations of our current building hamper our ability to meet current and future needs of the Wayland community and to deliver 21st-century library services.

Long-time Director Ann Knight retired in the fall of 2016. A new director, Dana Mastroianni, was hired, and resigned in June 2017. Sandy Raymond has been serving as Acting Director since the resignation. A search for a new director is ongoing.

BUILDING AND GROUNDS. The Trustees serve as stewards of the Library building, overseeing maintenance, repairs, and improvements in coordination with the Town's Facilities Department. Flooding continues to be of concern. Inadequate drainage outside the Children's Room remains problematic. The FEMA/MEMA drainage mitigation project was conducted in November 2016 and completed in the spring of 2017. There was little to NO onsite parking for the better part of November and into December 2016. Wastewater capacity was acquired to allow a connection to the Wastewater Management District. The elevator was out of order for nearly 4 weeks, June-July 2017.

In July 2016, we added the extremely popular "wedding cake" book displays to the adult and teen areas making it fast and easy for patrons to see the newest and most popular titles. A diner-style booth, which is appealing to younger patrons, was added to our very small teen area. Teen patrons now spend hours working collaboratively on projects or quietly studying there.

TECHNOLOGY. We continue to expand technology offerings to our users. Free wired internet service is provided to approximately 600 people per week on six public computers, and our popular wireless network is very heavily used by those visiting the Library. There is on-site access to a variety of tablets and notebook

computer, and our two very popular wireless hotspots have circulated 78 times since being added to our collection in the fall of 2016. We maintain an active social network presence on Facebook and offer regular workshops on technology topics. Our 3-D printing workshops and Girls Who Code programs were particularly popular. Town residents receive notices of upcoming events via social media, by email, and print.

LIBRARY COLLECTIONS AND SERVICES.

Borrowing of print materials by local residents remained exceptionally strong in FY17, accounting for 65.5% of total Library circulation. Access to the Library's parking lot was disrupted for over a month, borrowing of adult books rose 2% for the year. The Library's improved collection of popular, first-come-first-served Express Books accounted for most of the increase, with circulation going up more than 95%. Each Express title circulated an average of 13 times during the brief period it was allocated to the new collection. The Library's access issues in the fall of 2016 caused a small drop in borrowing of books for children and teens, but overall circulation still remained relatively high in comparison to neighboring libraries. Children's paperbacks were particularly popular in FY17, with their circulation rising over 11%. Due to the popularity of the Library's audio and video streaming services, there was a predictable decline in overall borrowing of DVDs and compact discs. However, despite Library patrons' enthusiastic adoption of the new formats, there continued to be an exceptionally high demand for new TV series and feature films on DVD. Each copy of a new TV series circulated an impressive 13 times during its first six months in the collection and each copy of a new feature film 11 times. A summary of circulation and other statistics for FY17 follows this narrative.

FY17 was a banner year for Wayland Reads, with 565 patrons attending 18 programs in late winter on "The Value of Art."

FRIENDS OF THE WAYLAND PUBLIC LIBRARY.

Our steadfast Friends organization continues to support us generously with both volunteer time and money. The Friends provide funding for programs and services that exceed the Library's appropriation from the Town, such as the popular charging stations and Museum Passes. Their semi-annual book and bake sales, which are popular community events, and their annual membership drive are the cornerstones of their fundraising efforts. We also thank the Friends for the lovely gardens they tend at the side entrance of the Library.

TRUST FUNDS. The Library's main trust fund is the Millennium Endowment Fund, which is managed by the Town's Commissioners of Trust Funds. The Millennium Fund was established to sustain excellence in library services and to provide a supplementary source of support for the Library when needed; it does not pay for regular operations. The Library is also the beneficiary of some smaller trusts which are used for designated purposes.

A NOTE OF APPRECIATION. The Town is fortunate to have a talented Library staff and many volunteers who routinely dedicate their time to our Library. Most important, we would like to thank the citizens of Wayland whose financial and moral support have enabled us to provide another year of excellent library service.

BOARD OF LIBRARY TRUSTEES

| | | |
|---------------------------------|-------------------|------------------|
| Aida A. Gennis, Chair | Mark Peter Hughes | Leah Hart |
| Sally Y. Cartwright, Vice-Chair | Anne B. Heller | Suzanne Woodruff |
| Sandra Raymond, Act. Director | | |

**WAYLAND FREE PUBLIC LIBRARY
SUMMARY OF LIBRARY STATISTICS, FISCAL YEARS 2014 AND 2015**

| | <u>FY 2016</u> | <u>FY 2017</u> |
|---|----------------|----------------|
| CIRCULATION | | |
| ADULT/YA | | |
| ¹ Print | 65,190 | 65,796 |
| Non-Print | 62,589 | 58,785 |
| JUVENILE | | |
| ¹ Print | 65,572 | 67,845 |
| Non-Print | 10,029 | 9,723 |
| DOWNLOADABLE (TEXT+AUDIO) | 23,350 | 25,622 |
| TRANSFERS TO OTHER MINUTEMAN LIBRARIES | 38,117 | 35,855 |
| TOTAL CIRCULATION ACTIVE | 264,847 | 263,626 |
| WAYLAND ACQUISITIONS | | |
| PRINT | 6,954 | 7,136 |
| NON-PRINT | 1,954 | 1,435 |
| TOTAL ITEMS ADDED | 8,908 | 8,580 |
| OTHER METRICS | | |
| REGISTERED BORROWERS | 6,837 | 6,753 |
| REFERENCE QUESTIONS | 19,391 | 18,104 |
| YOUTH & ADULT PROGRAMS HELD | 506 | 487 |
| Total Program Attendance | 8,901 | 8,296 |
| WEEKLY LIBRARY VISITS (AVERAGE) | 2,243 | 2,090 |

¹ Print includes traditional books/magazines printed on paper; everything else included in Non-Print.

| | | |
|---|--------------------|--------------------|
| ² FINES COLLECTED | \$14,238 | \$13,400 |
| TRUST FUND BALANCE (as of 6/30/16) | | |
| ENDOWMENT FUND | \$830,125 | \$909,405 |
| OTHER TRUST FUNDS | \$420,052 | \$465,962 |
| TOTAL TRUST FUNDS | \$1,250,177 | \$1,375,367 |

² Fine Money collected by the Library is turned over to the Town's General Fund.

PLANNING AND NATURAL RESOURCES

CONSERVATION COMMISSION

The Conservation Commission holds the statutory responsibility for “the promotion and development of the natural resources and for the protection of watershed resources” of Wayland (MGL Chapter 40, Section 8C) and is responsible for the administration of the Wetlands Protection Act (WPA) MGL, Chap.131, Section 40. Wayland’s Wetlands and Water Resources Bylaw (Chap.194) complements the Commission’s responsibilities under the WPA. The Conservation Commission has the statutory responsibility to administer, implement and enforce the Stormwater and Land Disturbance Bylaw (Chap. 193).

The administration and enforcement of the WPA and both the Chapter 194 and 193 Bylaws accounts for a major portion of the efforts of the Commission. Thirty-four Public Meetings were held; three under Ch.194 only, one under the WPA only, three were after the fact, one was to amend the Permit under Ch.194 and thirty were under both the WPA and Ch.194.

There were twenty decisions under the WPA with findings that the work proposed would not alter areas subject to protection under MGL Ch.131, s.40 if performed as described in the submitted plans and subject to relevant conditions and therefore did not require the filing of a Notice of Intent. Three Permits and one Amendment were issued under Chapter 194. Six requests for Certificate of Permit requirements were heard and six Certificates were issued.

Twenty-five Public Hearings were opened under the WPA and Ch.194, three were ANRAD hearings. There were four Public Hearings to amend orders under both the WPA and Ch.194. The Commission held thirty-seven continued hearings closed nineteen. One was withdrawn. The Commission issued fifteen Order of Conditions under the WPA and Permits under Ch. 194, two ORADs, and one amendment. One Amendment request was denied.

There were twenty-two requests for Certificate of Compliance. Eighteen certificates were issued. Three requests were deferred and one denied.

There were two requests for Extension and two extensions issued.

Compliance issues and serious violations of the Wetlands Protection Act and Wetlands Bylaw continue to be problems. Work within 200 feet of many streams and/or within 100 feet of wetlands is subject to review by the Conservation Commission before commencing. There are very few exceptions to this requirement and people are encouraged to call the office for more information. Informal discussions prior to submitting formal applications are encouraged.

Our long-time Conservation Administrator, Brian Monahan, retired after serving the Commission well for many years. Linda Hansen was appointed Administrator and began work in December of 2016. Long time and devoted Member Roger Backman decided not to seek another term as a full Member, but will serve as a non-voting associate.

The Conservation Commission along with the Recreation Commission and the services of Weston and Sampson has been updating Wayland's Open Space and Recreation Plan. Having a current approved Plan is a requirement for both Commissions to be eligible for a variety of grants.

Brian Harris, Land Manager, and John Hines, volunteer, held several programs for the public throughout the year. The Commission had seasonal workers for the summer. Dan Rosen and Cato Prince returned and were joined by Cooper Archambault. This (2017) summer, a new rider mower was purchased and the season opened with all newly serviced equipment. The Conservation shed received a new door. The newly cleared Stone's Bridge Conservation Area has been landscaped following the demolition of the existing structure on the property.



Wood duck at Heard Farm,
photographed by Brian Harris

The Conservation Commission is working on obtaining safe accesses, crosswalks and signs for the Weston Aqueduct trail.

The acquisition of the 208 Acre Conservation Restriction on Mainstone Farm in partnership with SVT was completed. A request for the construction of two greenhouses on the property was approved.



Mainstone Farm

The Conservation Commission has made needed improvements including benches, bike racks at Rocky Point and Heard Farm, new signs, game cameras, updates on Rules & Regulations and volunteer stewards for some of our Conservation Areas. The Commission continues to benefit from Eagle Scout projects. This past year Curran Murphy built a kiosk at Upper Millbrook on Squirrel Hill Road, Nathan Zhao built a kiosk at Cow Common, and Jack Bachman built a 96 ft. boardwalk at Heard Farm



Upper Millbrook Kiosk at Squirrel Hill Road
built by Eagle Scout,
Curran Murphy

COMMUNITY PRESERVATION COMMITTEE

The Wayland Community Preservation Committee (CPC) is a nine-member committee, one each from the Conservation Commission, Historical Commission, Housing Authority, Planning Board, Public Works Board, Recreation Commission, and three appointed by the Board of Selectmen. The CPC's responsibilities are to identify and evaluate possible community preservation projects to be submitted to Town Meeting for approval of spending community preservation funds. Projects must be for open space, historic preservation, community housing and recreation. In FY17, the town collected \$783,580 from the residential property tax surcharge and \$150,787 from the State Trust Fund.

Annual Town Meeting 2017 approved all of the CPC recommended articles. They included: \$89,019 transferred to the Municipal Affordable Housing Trust Fund for community housing; \$20,000 for a Housing Consultant to assist the Town with affordable housing issues; \$30,200 to complete repairs of the Town-owned clock in Cochituate; \$30,000 to restore/preserve the Mellen Law Office; \$80,000 to restore and replace windows in the First Wayland High School (Bradford Hall) owned by the Trinitarian Church; \$300,000 to construct an athletic field at Oxbow Meadows; and

\$50,000 to complete the construction of ADA trails and signs at Dudley Woods.

A few projects funded in past years are still in the works some of which include preservation of Stone's Bridge, trails in Dudley Woods, and development of management plans for some of Wayland's conservation land.



Town-owned clock – new face

Additional information about the CPC may be found on the Town's website CPC page including information about this year's activities.

Committee Membership: Gretchen Schuler (Board of Selectmen's appointee), Chairman; Woody Baston (Board

of Public Works), Maureen Cavanaugh (Board of Selectmen's appointee), Susan Green (Board of Selectmen's appointee beginning February), Anna Meliones (Recreation Commission – until April), Ira Montague (Planning Board), Elisa Scola (Historical Commission), Heidi Seaborg (Recreation Commission–beginning April), John Sullivan (Conservation Commission), and Susan Weinstein (Housing Authority).



Rail Trail at Depot

SUDBURY, ASSABET AND CONCORD RIVER STEWARDSHIP COUNCIL

The Sudbury, Assabet and Concord Wild and Scenic River is this area's local nationally-designated and protected river. In 1999, eight towns, including Wayland, and numerous partners worked together to have 29 miles of the Assabet, Sudbury, and Concord Rivers designated by Congress as a Wild and Scenic River. Just 20 miles west of Boston, this designation recognized the exceptional character of the river, and ensures that it will be enjoyed for generations. The "SuAsCo" Wild and Scenic River has been protected as a Partnership River, which means that local communities lead the effort to care for it, working closely with state and federal governments. The River Stewardship Council (RSC) is the group coordinating these efforts. Meeting monthly to work to cooperatively manage Federal dollars and local programs, this group is made up of representatives from the eight towns along the Wild and Scenic River, as well as OARS, Sudbury Valley Trustees, the MA Department of Environmental Protection, National Park Service, and US Fish and Wildlife Service.

The Council helps support local partners through funding from the National Park Service (and Congress) for science, policy, land protection, and environmental education.

- Every year the program funds land protection efforts by Sudbury Valley Trustees and water quality monitoring by OARS watershed association. These two critical programs ensure that open space along the rivers will be protected into the future, and that we protect clean water for drinking, fishing, and swimming.
- The MA Audubon River Schools Program is funded to support elementary and middle-school students getting out on the River, currently including Maureen Devlin's Happy Hollow 5th grade class.
- The RSC also supported control of invasive species on the rivers by supporting the small grant program of the SuAsCo Cooperative Invasive Species Management Association (CISMA, of which the Wayland Conservation Commission is a member).

In addition, a total of \$24,260 in community grants directly benefit watershed communities by supporting a number of diverse and exciting local projects. In Wayland these have included cleanup of Stone's Bridge and Dudley Pond, as well as construction of a turtle fence along Rt 27 near the river. Other projects included contributing to Concord Land Conservation Trust's protection of the 80-acre October Farm Riverfront in Concord, diadromous fish restoration on the Concord River by Lowell Parks and Conservation Trust which could impact fish populations upstream all the way to Framingham, research by MA Rivers Alliance on communication efforts during times of drought, and a new kiosk along the river in the Town of Bedford.

This year the Council also began an update to the River Conservation Plan. Drafted in 1994, this document brought communities and local, State, and Federal organizations together around the best strategies to protect the River resources in this region. At that time, water quality was one of the most pressing issues. Now, with more invasive species, growing development, extreme weather patterns causing increase drought and stormwater runoff, and climate change, as newer threats, the plan is in need of an update. This fall and winter Council representatives will be presenting to the Conservation Commissions and Select Boards about the process, and we welcome your involvement and input!

The Council also strives to keep up with scientific and ecological research along the rivers. This year we funded

a study of mussel species found in the Saxonville and Wayland stretches of the Sudbury River through local researcher and ecologist Ethan Neadeau of Biodiversity Draws. We look forward to hearing the results this fall and understanding better the habitat provided by the river.

Finally, on June 17th and 18th, we hosted the 16th annual RiverFest weekend. Over 1,000 people attended this year's 40 plus walks, talks, paddles, and kids' events around the watershed. Wayland sponsored two well-attended events: a paddle with Brandeis professor Brian Donahue talking about the fascinating history of the river and a walk around Cow Common with photographer Hendrik Broekman.

There are many ways to get involved in the work of the Sudbury, Assabet, and Concord Wild and Scenic River. We meet monthly in Sudbury at the Great Meadows Wildlife Refuge and our meetings are open to the public. This year in particular we welcome your input into our Wild and Scenic Conservation Plan update. To be in touch, find us online at www.sudbury-assabet-concord.org.

Thank you for your care of these Rivers.

Sarah Bursky, NPS Community Planner,
sarah_bursky@nps.gov
Tom Sciacca, Wayland Representative
Mary Antes, Wayland Alternate

PLANNING BOARD

The mission and the responsibilities of the Planning Board are specified in the state laws known as “Improved Methods of Municipal Planning” and “The Subdivision Control Law,” as follows: to undertake planning and land use studies, including needs studies and comprehensive plans; to prepare plans of the resources and future development scenarios for the Town; to report annually to the Town regarding the condition of the Town; to prepare an official map of public and private ways and public parks within the Town; to report on the layout, alteration, relocation, or discontinuance of public ways; and to adopt regulations for, and administer the processes of, dividing and subdividing land into building lots and other parcels.

Appreciation

The Planning Board would like to congratulate Kevin Murphy and Nicole Riley as newly elected members of the board. This will be Mr. Murphy’s third term. We also welcome Jennifer Steel as its new elected associate member.

Accomplishments and Activities

The Board met 18 times between July 1, 2015 and June 30, 2016 to review and approve applications for new building lots in residential subdivisions, applications for new residential building lots not requiring subdivision approval (known as ANR lots), and site plans for non-residential development; to oversee the construction of various residential and non-residential developments for which approval had been granted; and to work on various planning studies and projects such as the Wayland Real Assets Planning Committee and the Massachusetts Central Rail Trail.

The Affordable Housing Production Plan

The Planning Board on August 22, 2016 unanimously voted to submit the 2016 Housing Production Plan to the State Department of Housing and Community Development. The Housing Production Plan is a planning document that identifies needs of the Wayland community and the strategies it will use to make progress in facilitating the development of affordable housing. The plan provides information on trends in Wayland relating to the people who live here, types of housing in town, and the current development conditions in town to determine the housing needs of the community. The Plan also includes an inventory of affordable housing and an update of our River’s Edge Project that will push the Town of Wayland’s subsidized affordable housing inventory to over 9%. This is a giant leap forward in achieving the goal of 10%. The collection and analysis of this information, along with our recently held housing summits have led to the development of housing goals for Wayland’s future.

On behalf of the Planning Board I would like to thank the members of the Wayland Affordable Housing Partnership, Wayland Housing Authority and Wayland Affordable Housing Trust. I would also like to recognize two individuals in helping with the efforts of Affordable Housing. Rachel Bratt of the Wayland Partnership for chairing and hosting four Affordable Housing Summits and Susan Weinstein for completing the edits and fine tuning the Housing Production Plan (see link below) We would not have accomplished this without their time and dedication.

http://www.wayland.ma.us/Pages/WaylandMA_Planning/drafthpp2016.pdf .

New Developments: Two Conservation Clusters

The purpose of the Conservation Cluster By-law Article 18 is to promote more efficient use of the land in harmony with its natural features compared to traditional cul-de-sac developments. It encourages the preservation of open land for conservation, open space, and passive recreation

Conservation Cluster 52-60 Rice Road

The site consists of approximately 6 acres and over 560’ linear feet of frontage along Rice Road that includes three existing dwellings, #52, #54, and #60 Rice Road. The topography slopes down from Rice Road to a wetland in the rear of the property. The zoning in this area is Single Residential, requiring a minimum 180’ of frontage and 40,000 square feet of lot area. The proposal is to construct 4 new houses and preserve the existing dwelling at 60 Rice Road.

The Project will preserve a wooded riverfront area that will serve as a shared neighborhood open space resource. Environmentally sensitive areas such as Snake Brook, bordering vegetated wetlands, the 200’ riverfront area, and the 30’ wetland “no disturb zone” have been avoided as much as possible in the proposed development.. The proposed common driveway avoids the need for a conventional subdivision road, respects existing natural topography and the natural character of the land, and

minimizes future problems with maintenance, drainage and erosion control. These factors, as well as general aesthetic considerations, makes the conservation cluster plan superior to the five-lot conventional development build-out that could have occurred by right.

A 2.3-acre open space parcel shall be conveyed in fee simple to the Wayland Conservation Commission. The Applicant shall work with the Conservation Commission to create low-impact trails within the open space parcel.

Conservation Cluster 15, 17, 19 Training Field Road

The site consists of approximately 8.7 acres with 50' linear feet of frontage along Training Field Road and 50 linear feet of frontage on Concord Road. The topography slopes down from Training Field Road to a wetland in the rear of the property. The zoning in this area is Single Residential, requiring a minimum 180' of frontage and 40,000 square feet of lot area. The proposal is to construct 2 houses served by a common driveway. Each home will have over 4 acres of land.

3.17 acres of open space shall be subject to a recorded restriction and such land shall be perpetually kept as open land.

River's Edge

The Town of Wayland released the Request for Proposals (RFP) to sell River's Edge, a town-owned 8.24-acre parcel on Route 20 (484-490 Boston Post Road). The site represents an extraordinary opportunity in Wayland, with zoning in place to build 150-190 residential units in 3-4 story buildings. The Planning Board sees this project as a unique opportunity to build attractive, higher density housing for which there is demand, while at the same time controlling future 40B development. The project also meets Commonwealth goals, including Smart Growth principles transforming abandoned municipal industrial property into attractive affordable housing. Detailed bid proposals and qualifications were issued on April 21, 2016. The Town received two proposals that were opened on July 6, 2016. Evaluations were conducted and the River's Edge Advisory Committee recommended that Wood Partners be selected. Wood Partners has developed over 55,000 units of multifamily housing across the country and has consistently ranked as a Top 5 National Multifamily Developer by Multifamily Executive Magazine for the past several years. The Boston office, located in Lexington, MA, was formed in 2008 and has successfully completed construction on ten development projects (1,861 units) in that time with another 280 units currently under construction and two

developments currently scheduled to begin in 2017 (354 units combined).

The Wayland Board of Selectmen on July 31, 2017 signed the Land Agreement with Wood partners. The Planning Board looks forward to reviewing the final site plan approval in 2017.

Wayland Real Assets Planning Committee (WRAP) issues final report

The Wayland Planning Board would like to thank the members of the WRAP Committee for their efforts in producing the final report. The Wayland Real Asset Planning Committee was created by the Board of Selectmen with members appointed by and serving in an advisory capacity to the Planning Board. The charge called for the creation of "a process to develop a comprehensive long-range facilities plan, siting strategy and capital funding plan to assist the Town with making informed decisions regarding major capital projects (defined as \$500,000 and above) related to future uses of municipal (Town and School) land and buildings." Link to final report

http://www.wayland.ma.us/Pages/WaylandMA_BComm/WRAP/WRAPFinalJune2017.pdf

Zoning Articles and Spring Town Meeting

The following zoning articles were submitted for the 2017 Spring Town Meeting. Pursuant to Massachusetts General Laws Chapter 40A, Section 5. The Planning Board held a public hearing to discuss the proposed amendments to the Town's Zoning By-Laws.

Sponsored by the Planning Board Article 14: Limited Site Plan Review – Exempt Uses

The Massachusetts General Laws MGL c. 40A, § 3 states, in part: "No zoning ...by-law shall...prohibit, regulate, or restrict the use of structures for religious... or educational purposes". This section of the state Zoning Act, sometimes referred to as the "Dover Amendment", provides unique protection for these enumerated land uses. MGL c. 40A, § 3 goes on to state, however, that "such...structures may be subject to reasonable regulations concerning the bulk and height of structures and determining yard sizes, lot area, setbacks, open space, parking, and building coverage requirements." Thus, while Massachusetts general laws provide unique protections for Dover Amendment Uses, it also gives municipalities the right to impose reasonable regulations concerning the bulk and height of structures and

determining yard sizes, lot area, setbacks, open space, parking, and building coverage requirements. The proposed zoning amendment would create a formal review framework for major land use developments associated with educational, religious, and day care uses. The Planning Board is charged with imposing appropriate and reasonable limitations to protect the interests and objectives of the underlying zoning district/abutters. The old by-law was silent as to what appropriate and reasonable limitations might be. The amended by-law is more prescriptive and specifically instructs the Planning Board to consider, among other things, the relationship of the proposed structure to the area’s natural landscape and existing buildings, convenience and safety of vehicular and pedestrian traffic, adequacy of parking in relation to the proposed use and the impact of exterior lighting on neighboring properties. The article passed.

Sponsored by the Youth Advisory Committee a Temporary Moratorium on Non-Medical/Recreational Marijuana Establishments until January 1, 2019 or six months from the date that final regulations are issued by the Cannabis Control Commission, whichever date is later. The article did not pass.

Street Acceptance

The Planning Board petitioned the Town to accept Summer Lane and Dylan’s Circle. Both roads were originally approved by the Planning Board under the subdivision control law. The article passed.

Projects

Great news! The Town of Wayland completed a ½ mile of the Rail Trail from the historic Train Depot west to the new Town Center. Town Meeting in 2015 appropriated \$445,000 of Community Preservation Funds for this Recreational Project. All of the major road crossings were also completed as part of this project.

WHAT’S AHEAD?

The Mass Central Rail Trail

Construction of the remainder of the long-awaited Rail Trail project is expected to begin in August of 2017 and be completed by November of 2017. Eversource (electricity provider) and the Department of Conservation and Recreation (DCR) have signed a memorandum of agreement. Eversource will construct the Rail Trail and DCR will pave the Rail Trail. Eversource has funds for the construction available this calendar year (2017) and has received all necessary permits for the project;

removing the rails; and constructing the base/foundation of the trail. DCR has always expressed a strong preference for an asphalt surface and DCR will pave the surface once completed. Wayland residents for many years have been working on this project to create outdoor recreation opportunities (walking, biking, and jogging) and to improve the community with a vital link in the center of Wayland to nearby neighborhoods and neighboring towns. The project will extend through Weston and at its completion will create over 5 miles of Rail Trail.

PLANNING BOARD MEMBERS--June 30, 2017

| | |
|--|--|
| Daniel Hill, Chair Bow Road Wayland, MA 01778 Term: 2016-2019 | Andrew Reck, Member 18 Reservoir Road Wayland, MA 01778 Term: 2016-2021 |
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|---|---|
| Nicole Riley, Clerk 15 Shawmut Avenue Ext. Wayland, MA 01778 Term: 2017-2020 | Kevin Murphy 14 Sears Road Wayland, MA 01778 Term: 2017-2022 |
|---|---|

| | |
|--|--|
| Ira Montague, Vice Chair 9 Erwin Road Wayland, MA 01778 Term: 2013-2018 | Jennifer M. Steel 16 Mayflower Path Wayland, MA 01778 Term: 2017-2019 |
|--|--|

**PLANNING BOARD TOWN STAFF
June 30, 2017**

Sarkis Sarkisian
Town Planner

I would like to thank the Planning Board and all Commissions and Volunteers for their continued dedication of service to the Town of Wayland.

Respectfully submitted,

Sarkis Sarkisian
Planning Director

ECONOMIC DEVELOPMENT COMMITTEE

The Wayland Economic Development Committee (EDC) was established by the Board of Selectmen in 2010 to support, promote, encourage and advocate for the town's commercial tax base, strengthen the local economy, and diversify the tax base in a manner consistent with the character of our community.

EDC's primary undertaking in past years has been repurposing River's Edge (484-490 Boston Post Road), 7.3 acres of underutilized Town-owned land at the Transfer Station access road up to and including the decommissioned Septage Facility. This property was successfully rezoned, and approved to be allowed to be conveyed by the Town to a private developer, by Town Meeting vote in April 2014. The resulting River's Edge Housing Overlay District and program allows 150-190 rental housing units, with 25% of the units as affordable and 25% age restricted, to be built by a private developer following agreed-upon Rivers Edge Design Guidelines.

River's Edge is a creative, proactive way to meet several town goals and needs, economic and otherwise: Rental housing provides new affordable and market housing options in Wayland, currently in short supply. Valuable new zoning for the property creates significant value for the Town from sale of the land to a private developer, as well as generating substantial new annual tax revenues from a new \$40+ million project, all on previously non-revenue generating land. With 25% of the units designated as affordable, all the rental units in the project will count toward Wayland's affordable housing inventory, which vaults the Town from sub-5% affordability levels to over 9%, nearly reaching our 10% state mandate. The project also complements nearby Town Center and future bike path, benefits from the natural beauty of the Sudbury River, all while cleaning up a neglected, moderately-contaminated site at Wayland's western front door.

Following the town meeting vote, River's Edge Advisory Committee (REAC) was formed as a multi-disciplinary committee to advise the Board of Selectmen on bid selection, including a representative of EDC as a member. Efforts have continued over the past two years, and in FY 2017, Wood Partners was selected via competitive RFP process to develop the site. See the River's Edge Advisory Committee report for further detail. EDC looks forward to a potential construction start by the end of calendar year 2018.

In FY 2017, EDC assisted the Town Planner in re-submitting a MassWorks grant application requesting \$2.4 million for water line improvements for the Rt 20 corridor, including to River's Edge (which the developer is otherwise paying, but if completed, the developer would then pay the Town, an additional boost to Wayland's land sale price).

In addition to tracking progress on River's Edge, EDC continues to focus and assist as on topics of interest in commercial districts:

- The Route 20 corridor, including the status of the bike path, the MassWorks grant, branding and signage, sidewalks, Whole Foods plaza (and Whole Foods vacancy in 2017), and Town Center retailers
- Cochituate, including Finnerty's to support mediation if possible (not pursued by the parties and the CVS was built in 2017), and exploring whether EDC could assist Wayland Automotive in any renovation plans
- Encouraging sewer solutions for Wayland Center Route 20 corridor
- Outreaching to the Wayland Business Association and Town Center businesses
- Encouraging cost-effective redevelopment of the existing Municipal Pad building at Town Center into a senior and community center for the Town (a prior EDC member is now on its planning committee)

EDC reaches out across many disciplines in the Town, and continues to be a good introductory vehicle for new volunteers to the Town. Prior EDC members have progressed to the Finance Committee, Conservation Commission, and Board of Selectmen.

ZONING BOARD OF APPEALS

The Wayland Zoning Board of Appeals is composed of five members (Chair) Jonathan Sachs, Aida Gennis, Thomas White, David Katz, Jim Grumbach and three associate members: Linda Segal, Jason Drori and Shaunt Sarian that are appointed by the Board of Selectmen.

The ZBA conducts public hearings on all applications for zoning relief. The ZBA generally meets on the second and fourth Tuesday of each month at 7:00p.m. The meetings for each public hearing are held in the Town Building. Participation in the public hearings by interested citizens is always welcomed.

The Board would like to recognize the many years of service to the Town by board member and past chair Mr.

Eric Goldberg and wishes Mr. Goldberg all the best in the future.

Also the Board would like to recognize the service of past board member Mr. Michael Connors to the community and wishes Mr. Connors all the best as well.

The cases that are heard by the ZBA include: (1) applications for dimensional or use variances from the zoning bylaws, (2) applications for special permits requested under the zoning bylaws, and (3) appeals from various decisions of the Building Commissioner. The ZBA also hears applications for site plan approval under certain circumstances. The ZBA has jurisdiction over comprehensive permit applications under Massachusetts General Laws Chapter 40B, in which a developer, under certain circumstances, is able to bypass local zoning laws if 25 percent of the proposed units are affordable. The ZBA has jurisdiction over cell tower applications which are governed by the Telecommunications Act of 1996 and the 2012 Section 6409 amendment, by virtue of which an applicant, under certain circumstances, is able to bypass local zoning laws if there is a “substantial gap in coverage” and there are no feasible alternatives. The most common type of proceeding heard by the Board is a request to construct an addition to a home that is “grandfathered,” i.e., it does not comply with the current zoning bylaws, but did comply with the bylaws that were in effect at the time it was constructed. If such an addition will either increase the gross floor area of the dwelling by more than 20%, or deviate in any way from the current bylaws, a special permit is needed from the ZBA.

Notices of hearings before the ZBA are published in the legal notices section of the Wayland Town Crier at least fourteen days prior to the date of the hearing. In addition, abutters of the subject property are notified of a hearing by mail. Each applicant is charged a filing fee, which covers the cost of publication and other administrative expenses. ZBA application forms may be obtained from the Building Department in the Town Building during regular business hours or from the Town Website. Decisions rendered by the Board are filed with the Town Clerk; notice of each decision is given to the applicant and others and, after an appeal period of twenty days has lapsed, the decision becomes final, unless an appeal is filed. In the event that the ZBA grants relief to an applicant, the special permit or variance is generally granted subject to explicit conditions.

The Building Commissioner is the Zoning Enforcement Officer for the Town. Citizens may report zoning violations and requests for zoning enforcement in writing to the Building Commissioner. The ZBA has jurisdiction

to hear appeals relating to the Building Commissioner’s response to such requests.

There were 28 applications filed with the Zoning Board of Appeals during FY 2017. A total of 20 hearings were held along with two site visits. Fees totaling \$5,420.00 were collected. In FY 2017, the ZBA presided over a number of signage and commercial applications; applications seeking permits to conduct in-house professional practices, additions, tear-downs with rebuilds and appeals from decisions of the Building Commissioner.

PERMANENT MUNICIPAL BUILDING COMMITTEE

The Permanent Municipal Building Committee (PMBC) was established by the Board of Selectmen to assist Boards, Committees and the Facilities Department, with various construction projects throughout the Town. The Committee is comprised of five members appointed by the Selectmen, and two members appointed by the user board or committee for the duration of their project. The Director of Public Buildings acts as the staff liaison to the PMBC.

During the past fiscal year, the Committee has assisted the School Committee with a Massachusetts School Building Authority (MSBA) Accelerated Repair Project, replacing all doors and windows at Claypit Hill Elementary. The Committee also assisted the School Committee with the early stages of a similar project at Loker Elementary, the Library Trustees with the Library Building Grant Project, and the Historical Commission with the Stone’s Bridge Restoration project.

The following project summaries are as of June 30, 2017.

The Claypit Hill Elementary Project has been completed under budget. Final MSBA close out paper work is being processed.

The Loker Elementary Project has been accepted by the MSBA Construction is scheduled for the summer of 2018.

The Owner’s Project Manager and the Architect have been selected and were awarded contracts for the Library Building Grant Project. The design team is working closely with the Library Board of Trustees and Library Planning Committee to select the most

appropriate site, and complete a preliminary design to include a Massachusetts Board of Library Commissioners (MBLC) grant application. A Letter of Intent is due in October, and the full Application was submitted in January, 2017. (The Library Board of Trustees learned in July that Wayland had been awarded a grant contingent on Town Meeting approval and appropriation)

The Architect completed the design and bid documents for Stone's Bridge Restoration Project.

During the permitting process, it became known that the bridge is in the habitat of a species of Special Concern. (In August the project received an Order of Conditions and a Chapter 194 Permit, however, to meet the requirements protecting the species of Special Concern, the project will be accomplished in the summer of 2018 during a low water period).

ENERGY AND CLIMATE COMMITTEE

In May 2017, the Energy Initiatives Advisory Committee requested the Board of Selectmen modify the name of the Committee to be the Energy and Climate Committee, which was approved. The charge was modified to include mitigating climate risks in addition to reducing energy use.

The Committee met approximately once a month during FY2017 to advance the following:

Strategic Planning

The Department of Energy Resources (DOER) awarded Wayland a Municipal Energy Technical Assistance (META) grant for assistance from Metropolitan Area Planning Council (MAPC) staff developing Green Community grant projects and vetting other funding sources. In October the Committee held a strategic planning session, inviting energy professionals in town to weigh in. In combination with the MAPC recommendations, the Committee decided to focus on electric vehicles, school bus efficiency and a second round of Solarize.

Green Communities Grant

In July 2017, the Town of Wayland received notice of award for its competitive application for Green Communities grant funding for the full amount requested of \$250,000. This grant will fund the following measures:

- 2 Nissan Leaf all electric vehicles
- 1 Ford Fusion plug-in hybrid vehicle
- 2 dual-head charging stations at the Town building
- Conversion of a school bus to include hybrid regenerative braking technology
- Lighting upgrades at the Town Building
- Supplemental funds for the LED streetlight conversion project

The META grant provided technical advising from MAPC staff to research and prepare the grant.

Additional funding for the vehicles was obtained through the Electric Vehicle Incentive Program, which provided \$7,500 for each Leaf, \$5,000 for the Fusion and \$7,500 per charging station.

Municipal Solar

In December 2016, an award ceremony was held to dedicate the solar arrays at the High School, Middle School and Town Building parking lots and the DPW roof. The arrays were energized in early 2017 and are expected to save \$100,000 annually and generate one quarter of the town's municipal electricity needs.

DOER Community Resiliency Grant

The Town issued an RFP and selected Ameresco to design and install equipment to link the solar parking canopy project at the Middle School with the emergency generator there to extend running time at the Emergency Shelter. The project will be funded by a grant awarded by the DOER to the MAPC on behalf of the Town in December 2014.

Streetlights

Tanko Lighting continued to move forward on the conversion of Wayland's streetlights to LED. Funding for the upgrade will come from the Green Communities grant, the DOER's LED Rapid Retrofit group procurement program, and expected electricity savings. Installation is anticipated before the end of the calendar year.

Solarize Lincoln-Sudbury-Wayland

The Committee is coordinating with the volunteer Solar Coach and the Town of Wayland on a follow-up round of Solarize Mass to the successful 2012 residential solar initiative. A selection committee with volunteers from each of the three participating towns issued an RFP and selected an installer for the initiative. Launched in August 2017, the bulk pricing will continue through December.

Memberships

The Energy and Climate Committee petitioned the Board of Selectmen to allow the Committee's membership into ICLEI (Local Governments for Sustainability) and MCAN (Mass Climate Action network) so as to have greater access to baseline data and assist with future emissions reduction goal setting. Both were approved.

Future Goals

- The FY2016 Green Communities Annual Report showed a 19.4% reduction in energy use from FY2011 baseline use. Continue tracking energy use beyond the 20% goal as per the Green Communities plan submitted to the DOER.
- Establish more ambitious emissions reducing goals such as net-zero, MCAN or ICLEI goals.
- Begin town-wide emissions tracking.
- Consider community solar initiative for residents with poor solar access.
- Pending outcome of bus hybrid conversion, consider options for more fuel efficient school buses.
- Consider community electricity aggregation.

analysis, and public and staff input. It outlines a process by which to assess the need for and ability to prioritize and fund future capital projects involving Town-owned land and buildings. The report provides objective evaluation criteria to establish projects' priorities and sequencing as well as objective criteria for selecting appropriate physical sites for project location.

In order to effectively plan for and finance the Town's future needs, WRAP recommended adoption of a coordinated, town-wide comprehensive planning process with a dedicated Capital Planning Committee to manage and oversee it. As of June 2017, the anticipated cost of major new capital projects up for consideration over the next 5 years is in excess of \$72 million (while Finance Committee projections suggest that new debt should not exceed \$44 million). Moreover, the Town has additional costs for: 1) routine annual maintenance of existing facilities of between \$1 million to \$2 million a year; and 2) approximately \$2.6 million a year for repair and replacement of major building components and systems such as roofs and HVAC. Wayland will need to meet this funding challenge with a comprehensive and sustainable financial plan, carefully managing requested appropriations.

WAYLAND REAL ASSET PLANNING (WRAP) COMMITTEE

The Wayland Real Asset Planning Committee (WRAP) was created in FY2016 by the Board of Selectmen with the overall goal of developing a process for long-range strategic capital planning for Wayland. Committee members were appointed by and served in an advisory capacity to the Planning Board. The specific charge called for the creation of "a process to develop a comprehensive long-range facilities plan, siting strategy and capital funding plan to assist the Town with making informed decisions regarding major capital projects (defined as \$500,000 and above) related to future uses of municipal (Town and School) land and buildings."

WRAP worked with the Finance Committee, Finance Director, Town Administrator and other town officials to formulate a more disciplined and in-depth long-range planning process to anticipate, plan for and fund major capital projects over a 20-year time horizon.

The Wayland Real Asset Planning Committee Final Report with recommendations was issued in June 2017, after an almost 2-year process of research, information collection,

During FY2017, the Committee held twenty-three (23) meetings, one of which was a community forum in which residents and other Boards, Committees, and Commissions participated. Members of the Committee worked at length with the Town Surveyor, GIS Coordinator and Director of Assessing to come up with an accurate inventory of all town-owned parcels, identifying custodial entity, size, current uses and, for the larger parcels, deed/use restrictions and environmental constraints. As a result of that effort, the Committee looked in depth at fifty (50) selected properties and made recommendations for future uses of those properties. Recommendations range from set aside for snow storage or drainage on smaller parcels, to develop a site-specific master plan for a multiple-use campus-type setting at 202 Old Connecticut Path (Parcel ID 33-001C). The Final Report also provides a comprehensive inventory of all thirty (30) town-owned buildings.

A June 8, 2017 detailed memorandum to the Board of Selectmen requested assistance of Town Counsel to resolve multiple legal issues concerning use limitations imposed upon: a) the Loker Conservation & Recreation Area off of Route 30; b) the current Town Building land at 41 Cochituate Road; and c) the Greenways/Paine Estate "Municipal Use" parcel at 202 Old Connecticut Path.

These three properties have high potential to serve the Town for siting of new facilities or renovation of existing facilities.

The Town Planner maintained a web page that chronicled the Committee's work, with links to supporting documents. A bibliography of reports and other documents concerning town-wide planning efforts and information on specific parcels of land is provided in the Final Report. The web page and report may be found here:

http://www.wayland.ma.us/Pages/WaylandMA_BComm/WRAP/index.

Committee Members: Tom Abdella, Anette Lewis, Nicole Riley, Gretchen Schuler

RIVER'S EDGE ADVISORY COMMITTEE

River's Edge Advisory Committee (REAC) was established by the Board of Selectmen in May 2014, after April 2014 Town Meeting which approved new zoning and land sale authorization of River's Edge (484-490 Boston Post Road) to create market and affordable housing on the underutilized 7.3-acre Town-owned parcel of land. REAC is a multi-disciplinary committee representing a range of groups interested in the project, including Department of Public Works, Finance Committee, Design Review, Affordable Housing, Economic Development as well as members-at-large representing the community as a whole. REAC was charged with working with the Town to help create and administer a competitive RFP process for the disposition of the land to a private developer, who would then be responsible for cleaning up the site, completing permitting, and constructing the new \$40-million project (which will significantly add to Wayland's tax base and boost the Town's affordable housing levels).

Legal counsel was bid, selected and engaged to help draft the RFP as a first step in 2014. Comprehensive RFP documents were drafted, and two state permitting topics were resolved, into 2015. The final RFP was issued September 2015, with bids due year-end. Over 50 different developers and developer representatives downloaded the package, and a large number attended public meetings, evidencing the strength of the Boston multi-family market as well as the unique nature of the River's Edge site as a "once in a lifetime" pre-permitted opportunity in Wayland. The RFP required a high bar of due diligence and preparation to submit a bid, and intentionally so, to sort out

bidders who were sincere and brought a disciplined, quality approach, as well as to minimize uncertainty for the Town.

The initial RFP required the bidders to assume all due diligence costs prior to submitting a bid, including environmental. Given the major dirt piles on site (containing potential residual asbestos or contaminants from old municipal street work), the prior Wayland Police shooting range (potential lead bullets), demolition of the existing decommissioned septage facility and presence of capped Sudbury landfill next door, this was a bar that interested bidders were having a difficult time overcoming.

Based on this feedback, the RFP was reissued in early 2016, with the change that the bidders would do all work, including design and all other due diligence work, but exclusive of environmental, in order to submit a bid; environmental would be completed at the selected developer's expense in the first 90 days after selection. Any unforeseen environmental costs would be fixed after this 90 days' due diligence.

With this reissuance in early 2016, three bids were received in summer 2016, two of which, from qualified developers Baystone Development and Wood Partners, were comprehensive and met submittal requirements. Submittals were closely evaluated and analyzed over the summer and into the fall by REAC for quality of proposed project as well as financial benefits to the Town, including up front purchase price and long-term tax benefits. Interviews were held with both developers. Questions and clarifications were made to both parties.

In October 2016, a unanimous REAC recommendation was made to the Board of Selectmen to select Wood Partners as the preferred bidder. Although Wood Partners' initial land purchase price was lower, long-term tax revenues were higher, and the project was clearly preferred in terms of design, programming and compatibility with the Town as its new western front door along Route 20.

The Board of Selectmen, after further financial due diligence to confirmation Town benefits which lasted into early 2017, elected to award to Wood Partners in early 2017. A Land Disposition Agreement was negotiated and signed just after the end of FY2017, in August 2017.

Next steps in FY2018 include due diligence on the site by the developer, reconciliation of any costs therefrom not already identified (if any), then proceeding with permitting of the project. REAC will continue to assist as necessary through the end of its charge, which is the closing of the transaction, i.e. conveyance of the land, which is due to occur upon completion of permitting. REAC looks forward

to a potential construction start by the end of calendar year 2018.

COUNCIL ON AGING / COMMUNITY CENTER ADVISORY COMMITTEE

Note: This committee met from 2014 through Spring 2016 when its charge from the Board of Selectmen expired.

Committee Members: Persons who served on the committee included: Steve Correia, Ken Isaccson(1st year only), Frank Krasin, Carol Martin, Mark Foreman, Jean Milburn, William Sterling, Andrew Reck, Julie Secord (ex officio)

Articles Submitted to the Town Warrant related to this committee:

1. April 2015 - ARTICLE 26: APPROPRIATE FUNDS FOR DUE DILIGENCE AND FEASIBILITY DESIGN FOR A PROPOSED COUNCIL ON AGING/COMMUNITY CENTER AT WAYLAND TOWN CENTER Proposed by: Board of Selectmen Estimated Cost: \$150,000
2. Nov 2015 - ARTICLE 3: ACQUIRE MUNICIPAL PARCEL IN TOWN CENTER Sponsored by: Board of Selectmen Estimated Cost: \$1.00
3. April 2016 - ARTICLE 21: APPROPRIATE FUNDS FOR DESIGN, CONSTRUCTION DOCUMENTS AND BIDDING FOR A PROPOSED COUNCIL ON AGING/COMMUNITY CENTER AT WAYLAND TOWN CENTER Sponsored by: Board of Selectmen and Council on Aging/ Estimated Cost: \$425,000 Community Center Advisory Committee

History: On November 17, 2014, the Board of Selectmen (BoS) created the Council on Aging/Community Center Advisory Committee (CoA/CCAC) and charged this advisory group with reviewing space needs and potential use of the municipal pad at the Town Center. On December 15, 2014, the CoA/CCAC issued its report to the BoS, indicating that the finished exterior envelope of the existing building on the municipal pad and its partially finished interior offered excellent reprogramming potential for town use. Based on this assessment and the guidelines of the Massachusetts State Council on Aging, the CoA/CCAC recommended that the existing building be renovated. Further, it suggested that an addition could be constructed for a combined maximum project of

approximately 21,500 square feet. Their overall stated goal being to create a multi-generational senior/community center. The vision for the site includes renovating the existing building to create a multi-generational facility. It could be used weekdays by the CoA and during evening and weekend hours by the Recreation Department and resident groups.

The CoA/CCAC employed CMG Environmental, Inc. to conduct a Phase I Environmental Study of the 4.16 acre parcel. View the report at: www.wayland.ma.us/Pages/WaylandMA_bcomm/COA-CCAC/index. In a letter dated August 17, 2015, from Benson R. Gould, LSP, LEP of CMG Environmental, Inc., Mr. Gould writes, "...the identified concentration of PCB's in soil would not pose a significant risk of harm to human health, public welfare, safety, or the environment under any current or reasonable foreseeable future scenario of unrestricted use (including recreational, day care, or gardening use of the Site)."

The site retains Federal Statute protection. All remediation costs of any contaminants that may be discovered at a future time after acquisition by the Town shall remain the responsibility of the prior owner who caused the contamination.

The committee may be formed again once the Town acquires the land and building at the Town Center municipal site. Their charge is likely to include completion of the due diligence, testing and final soil reporting on the site before the ATM of 2018. The committee anticipates re-submitting an article similar to Article 21 noted above for funding the design services of necessary alterations and additions to the existing building on the municipal parcel at the same 2018 ATM.

LIBRARY PLANNING COMMITTEE

The focus of the Library Planning Committee (LPC) in FY2017 was to assist the Library Board of Trustees (Trustees) in preparing for a possible construction grant application to the Massachusetts Public Library Construction Program (MPLCP), administered by the Massachusetts Board of Library Commissioners (MBLC). A prerequisite for the application was to complete a Planning and Design Study of the building sites under serious consideration for a new or expanded library. This study was authorized at Special Town Meeting in 2015.

The LPC worked with the Trustees, Design Technique (the

Owner's Project Manager), and Tappé Architects (hired for this study in FY2016) to evaluate potential sites and gather input from Wayland residents on what they need and want in a new library. Together, Tappé and the Trustees, with the LPC, held seven community forums -- including one for teens held at the high school -- to update residents on the library's plans and solicit thoughts on the conceptual (preliminary) designs under discussion. To that same end, the LPC, Trustees, and architects developed a survey of Wayland residents and conducted the survey through the library's various communication channels in spring 2016.

The LPC spent substantial time evaluating potential building sites, with the goal of choosing one for the architects to study in depth and, ultimately, for the Trustees to propose in a possible grant application. In 2015, an LPC working group had identified, visited, and studied nine potential sites and recommended three for further consideration, including 5 Concord Road. Members of the LPC walked through the three sites, examining the size, layout, possibilities, and limitations of each. Tappé advised the committee on what kind of library might be designed for each site.

By FY2017, the LPC had narrowed the recommended sites to two -- 5 Concord Road and 195 Main Street -- and developed an extensive matrix of characteristics to use in comparing the sites as empirically as possible. The architects presented designs that would enlarge the current library while highlighting the historic building, but acknowledged that these were awkward, as wetlands make the site extremely inflexible. Eventually it became clear to the LPC that expanding the library at 5 Concord Road is physically impossible. After members "scored" the two sites and discussed them at length, mindful of the significance of this decision for the town, the committee finally determined that a new library at 195 Main Street would accommodate the library's needs in ways that 5 Concord Road cannot. The LPC voted to recommend the Main Street site to the Trustees. In August 2016, the Trustees and LPC recommended this site to the Permanent Municipal Building Committee (PMBC), which considered and approved this decision.

Members of the LPC worked with the Trustees to prepare the documents required for the grant application, including photographs and preliminary designs. In January 2017, after voting to accept the architects' conceptual designs and

the cost estimator's proposed budget, the LPC voted unanimously to recommend that the Trustees submit to the MBLC the application for the construction of a new public library at 195 Main Street.

Following this process, the LPC discussed the issues it would have to address if the grant were awarded in July, including the town's collective vision for a new library and the adaptive reuse of 5 Concord Road. Working from projected images (submitted by members) of attractive, relatively new libraries in Massachusetts and elsewhere, the committee began to discuss in greater depth the exterior and interior design characteristics that would best suit the project as planned at 195 Main Street.

The LPC continues its work with the Trustees to present the building project to the town in advance of Town Meeting's consideration of funds for a new library building at 195 Main Street.

PUBLIC SERVICES

BOARD OF HEALTH

The Board of Health derives its authority through specific delegation of power from the State Legislature. This authority includes both the powers that are expressly granted by state statutes and those powers that are implied from those statutes. The extent of the state's delegation of power varies from designating the Board of Health as the primary enforcement agent of the state's regulations to authorizing the Board of Health to draft its own regulations regarding public health matters (M.G.L. c.111 §31). Local regulations may be more stringent than existing state mandates, but in no case may they be inconsistent with state regulations.

Mission

To protect the public health, safety, and welfare by permitting or licensing qualified professionals, services, and establishments through the fair and consistent application of statutes and regulations. Through our Board of Health, we develop, implement, and enforce regulations and policies that assure and promote the safe practice of those we permit and regulate. Our commitment to Public Health nursing excellence is evidenced by our outreach and response to resident needs of all age groups, among the various community settings. Our public health nursing program provides quality care that supports the health and well-being of all residents.

This report is provided by Public Health Director Julia Junghanns who has worked for the Board of Health since November 2000 and has been Director since July 2011.

BOARD OF HEALTH INITIATIVES

As per recommendation of the MDPH we are planning to incorporate Narcan into the Community Health Nurse offices at all the schools and the town building sometime in fall 2016. This will be a tool added to the school nurse's kits. The Wayland and Sudbury Health Departments signed a Mutual Aid agreement for mutual aid and assistance between the municipalities when the resources normally available are not sufficient to cope with a situation which requires public health action. By utilizing emergency preparedness grant funding PHN/Nurse Leader Ruth Mori was able to obtain a backup battery for the vaccine refrigerator. The backup battery will be an available power source for the refrigerator during times of power loss to the building which will ensure proper temperature storage of vaccines that require refrigeration. At times the vaccine refrigerator holds a large quantity of vaccine worth a large dollar amount (many thousands) to the town. These backup systems will help to prevent loss of vaccine. We also took advantage of the Free Epi-Pens for Schools

program through the manufacturer of Epi-pens. We needed at least 6 Epi-pens at \$300.00 each or more. Therefore we save the town approximately \$1,800-\$2,000 in nursing supplies.

Staff projects and Board initiatives

The Board and office staff was involved with the new bylaws approved at 2017 Town Meeting to ban Polystyrene Food Containers and Plastic bags. Board meetings took place where the petitioner presented information and also worked with staff. Staff will be handling outreach in FY18 regarding the Polystyrene Food Container Bylaw. The Board also discussed and supported the Warrant Article requesting a Non-Medical/Recreational Marijuana 6 Month Moratorium.

The Board included agenda items at their meetings to discuss the High School Wastewater Treatment Facility regarding concerns for operation and maintenance. This was brought to our attention due to the facility being offline for several months (while it was manually pumped). There were serious problems with operation/maintenance of the facility and repairs were needed.

We worked with a volunteer and now Board member, Susan Green on a project to identify properties within 100 feet of Dudley Pond that have had property exchanges without a Title 5 inspection (as required by Title 5 Regulation). Properties were identified through a process, and outreach and enforcement is planned during Fall/Winter of 2017.

Through a joint effort with the Surface Water Quality Committee, office staff updated an educational septic system brochure that was distributed to residents in the Dudley Pond area. Board member Susan Green was also involved and assisted with this initiative.

Health Agent/Sanitarian Darren MacCaughey identified programs that should have been permitted as camps and had previously not been permitted as camps. Those Camps went through the permitting process this year and will continue to do so going forward. We also worked with the Recreation Department, who took initiative to reach out to us, to permit identified programs proactively.

Department staff created a workflow diagram to assist our customers with understanding the approval process for projects reviewed and approved by our department.

Food permit fees were researched with other towns, analyzed. After a thorough review by the Board these fees were approved and updated in our food permit fee schedule.

Office staff has been working on a project to clean up and reorganize our filing area with the help of a hired staff person to manage this project using money approved in the budget. The project manager researched the State Municipal Records Retention Manual for Boards of Health to ensure that we follow rules and guidelines prior to disposing of documents (including requesting permission to destroy). We have been working together and following a methodical process in asking for guidance from the state as well as referencing regulations. The project has been a big undertaking due to the many years of files and documents that have been accumulating in our filing system. However, we have made huge progress in our file alley area.

We also had an intern working in the department gathering information and guidance materials for future updating of our private well regulations. A volunteer also worked on researching old private well lists which have unknown status. Another project was to do outreach to communities similar to Wayland and gather information for future updating our septic permit fees and regulations.

Inspectional Services

Board of Health personnel perform all aspects of subsurface sewage disposal, from witnessing soil testing and site evaluations, plan reviews and field inspections during installations to ensure full compliance with Title 5 Regulations of the State Environmental Code and our Local Rules and Regulations. In FY17 we had a full complement of

Health Agent/Sanitarian staff to review and approve Septic and Building Plans and modifications.

| | FY16 | FY17 |
|----------------------|------|------|
| Total Septic Permits | 126 | 109 |
| New Construction | 30 | 30 |
| Upgrades | 49 | 37 |
| Alterations | 47 | 48 |
| Misc. | 0 | 0 |
| Soil Testing | 83 | 78 |
| Building Permits | 160 | 193 |

| | FY 16 | FY 17 |
|-----------------------------|-------|-------|
| Total Title 5 reviewed | 205 | 163 |
| Passed | 165 | 137 |
| Conditionally Passed | 25 | 14 |
| Failed | 15 | 12 |
| Certificates of Compliance* | 72 | 100 |

The total # of Certificates of Compliance denotes the complete installation of new septic systems or repairs to failed septic systems.

The Board of Health provided its routine inspectional services as required by State Law relative to public and semi-public swimming pools, the town Beach and recreational camps. State regulations require bacterial testing on a weekly basis at the Town Beach, where samples did not exceed State standards during the past years swimming season. Samples are also taken of Dudley Pond where samples exceeded the State standards and the Mansion Beach area was closed from 6/29/17-8/9/17. The area sampled is in a cove and likely does not have a good amount of circulation (bird waste and improper dog waste disposal likely impact water quality). Although the area is not a beach that is permitted, postings were made to alert of the bacteria levels and water was re-tested. Additionally, investigation and follow-up of complaints filed with the Board of Health relative to improper trash storage, unsanitary lots and housing, public health nuisances and other environmental matters were also conducted. Our Health Director and Health Agent conducted these inspections and plan reviews.

Food Inspector Beth Grossman again completed twice annual inspections of all permitted food establishments as required by MA Food Code. This includes school cafeterias, church kitchens, full service restaurants, acidified rice variance facilities,

assisted living kitchens, pizza, bagel and sandwich shops, private club kitchens and any establishment serving packaged foods. The exceptions are those that open seasonally, which are inspected once per season. Re-inspections to follow up on any violations were conducted.

We are still waiting for final adoption of the FDA Food Code which is now anticipated to happen in Fall 2017. Beth is in monthly contact with the MA Food Protection Program to keep abreast of the changes so that as soon as they are adopted we can start the training process for office staff followed by the permit holders.

The Russell's Farmers Market both Winter and Summer vendors had their plans reviewed for their booths by Beth and permits issued. On-site inspections were also held early in the market season for both markets. In total there were 78 vendors this year.

Five facilities cater to Highly Susceptible Populations of senior citizens in Wayland. Beth reports that all are currently enforcing all of the MA Food Code regulations specific to this population.

Beth conducted Tobacco Compliance Checks to monitor products sold by local vendors as per the new Tobacco Regulations. Tobacco Compliance checks were also conducted by the Wayland Police Department (for products sold to persons under 21).

We continue to see a need for inspections for large temporary events.

Food Inspections

| | FY16 | FY17 |
|--|------|------|
| Routine Inspections | 131 | 134 |
| Re-inspections | 56 | 68 |
| Food borne Illness Investigation | 2 | 2 |
| General Complaints | 3 | 5 |
| Plan Reviews | 11 | 0 |
| Farmer's Market vendors | 73 | 78 |
| Temporary event /food safety review (mostly phone) | 6 | 31 |
| Power outage visits | 4 | 0 |
| Variance hearing | 1 | 0 |
| Recall calls | 1 | 1 |
| Acidified rice HACCP plans | 4 | 4 |
| Tobacco Compliance Checks | 14 | 14 |
| Highly susceptible population Establishments. | 5 | 5 |

Routine Services

The Department oversees the daily management of public health and environmental programs, collection of communicable disease statistics, issuance of burial permits, issuance of licenses and permits as reported in the statistics section, review of subdivision plans and building permit applications, and monitoring the contracted services in the areas of mosquito control, animal control, mental health services, and Household Hazardous Waste Collection days twice yearly. Staff has continued to be involved with responding to complaints, managing problems and issuing permits related to beaver dams through the regulatory process at several locations in Town.

Rabies Control

The risk of rabies continues to be a potential problem. Rabies has been found in the past in foxes, raccoons, skunks and bats in town. As needed, specimens are sent to the lab for testing and state guidelines/protocols are followed. The Health Department staff continues to provide information to the community and guidance in an effort to reduce the threat of rabies to the general public. Situations often arise where office staff assists with answering questions regarding potential rabies exposure, testing, and acting as a liaison with the State Lab and Epidemiologist.

Tick-borne illness

DEER TICKS appear in our woods, back yards, grassy areas and trails searching for a blood meal from an animal or human host. Residents in towns in Western Middlesex County, where ticks are particularly prevalent, might know or know of a family member, friend or neighbor who has been treated for one of the three tick-borne diseases that are becoming widespread in our area: Lyme, Anaplasmosis (Erlchiosis), and Babesiosis. These diseases can seriously impact an individual's health and life-style, and it's important to learn about the diseases, their symptoms and ways in which you can protect yourself and loved ones.

We have continued to keep in the loop with the Tick Task Force and any new emerging issues regarding this serious regional public health issue, as well as share ideas and resources regarding prevention of tick-borne diseases. We have attended educational programs and provided guidance to the public through press releases and information on our website. Known officially as the Middlesex Tick

Task Force, representatives from Acton, Bedford, Carlisle, Concord, Lexington, Lincoln, Waltham, Wayland and Weston envision their mission as providing tick-borne disease education for their residents. The group's goals are to increase awareness of tick-borne diseases in our towns, to educate residents about effective prevention measures, and to promote inter-town collaboration about these diseases in Middlesex County. Initiatives include continuing to provide educational materials for distribution, educational articles, work on posting tick warning signs, along with educational materials at Conservation Trails in Wayland.

Changes in Mosquito Control Project leadership

Longtime Superintendent of the East Middlesex Mosquito Control and Suffolk County Mosquito Control, Dave Henley, retired in Spring/Summer of 2017. Interviews were conducted and the new Superintendent Brian Farless was selected. Brian has been working for the project as Assistant Superintendent since 2016 and prior to that worked as a Crew Chief and Field Technician starting in 2011. Health Director Junghanns has been serving on the East Middlesex Mosquito Control Commission since June 2016 and was involved with identifying Brian Farless for this position. We would like to congratulate Brian Farless for this new position and thank Dave Henley for 35 years of service. Dave has been a dedicated leader in this field and provided expansive knowledge while working as the East Middlesex Superintendent. Wayland and all the communities in East Middlesex Mosquito Control Project have been very lucky to work with Dave.

NURSING

Ruth Mori, MSN, RN, continues to function in the dual role of Public Health Nurse and School Nurse Leader. We congratulate Ruth, after many years of hard work and dedication, for receiving her Masters of Science Degree in Nursing in May of 2017.

As the Public Health Nurse she manages a number of necessary functions per MDPH requirements that involve vaccine management, communicable disease follow up, direct oversight of our Community Health Nursing Program, and emergency preparedness.

This year residents were offered injectable Seasonal Flu vaccine in conformance with CDC recommendations. Flu mist was not recommended

this year as per the Advisory Committee on Immunization Practices (ACIP) since it lacked effectiveness over the previous three flu seasons.

We also offered Hi-Dose Flu Vaccine for our residents aged 65 and older who requested it. With parental consent, Flu vaccination was available to students within each Wayland Public School as well. In addition, Pneumococcal, Tetanus, Diphtheria and Pertussis (TDAP) vaccine was provided to residents according to the CDC recommendations upon request.

Ruth Mori also is the Wayland representative to the MDPH Region 4A Coalition for collaboration on Public Health Emergency Preparedness. The large community flu clinics are held to support residents receiving their seasonal flu vaccine and to practice the various stations that may be necessary to dispense medication to residents during a Public Health emergency. These clinics operate within the incident command system (ICS) and are supported by the Medical Reserve Corps (MRC). The Wayland MRC consists of an active group of volunteers who provide both clinical and clerical support to the Health Department for Public Health emergency activities. The dedication of our MRC members continues to ensure that quality based services are available to support the needs of residents during our annual community flu clinics and in the event of an actual Public Health emergency

Community Health Nursing

The Board of Health, under a memorandum of understanding with the School Committee, completed its eleventh year of responsibility for the School Nursing Program which includes 5 full time school nursing positions. Each of our schools has a full time R.N. during regularly scheduled school hours. These nurses provide an array of health services for the population within each of their schools. Ruth, as the School Nurse Leader in the Public Health Nurse/School Nurse Leader dual role, provides direct supervision to the entire Community Health Nursing Program. The Massachusetts Department of Public Health Essential School Health Services division has provided funding for school health supplies, services, and educational programs that have proven to be extremely beneficial to our program. The Community Health Nursing Program promotes the education of students by supporting the overall health, wellness,

and safety of all individuals within the school environment.

Specifically, nurses provide emergency, routine, and preventative health services to the schools, consult with school staff and parents concerning health concerns, provide health education services as needed and maintain student health records. The nurses oversee and perform all required screening services to students and comply with all relevant State regulations and reporting requirements. In addition, there are several substitute nurses within our Community Health Nursing Program who work on an as-needed basis.

As part of the Massachusetts Department of Public Health Essential School Health program, there are statistical requirements that must be fulfilled. Our data collection for the following information occurred between September 2016-June 2017. There were a total of 19,947 student visit encounters to our health rooms as a result of accidents, illness, and medicines. 2,128 students made at least one visit to the health room this year. All but 544 of Wayland students required assistance by the school nurse. Overall there was a 93% return to class rate, meaning that a student was able to have their concern managed and return to class without having to be dismissed or be away from class for prolonged periods. Additionally, nurses perform health screenings and/or re-screenings as mandated by the Massachusetts Department of Public Health. From the screenings that were performed our nursing staff referred 27 students for potential hearing concerns and 53 students for potential vision issues. These referrals help families to work with their child's primary care provider in case glasses or other adaptive medical equipment is necessary for students to access their educational setting. The Community Health Nursing Program collaborates between the Health and School Department and remains an integral part of the Wayland Public Schools.

Public Health Nursing Services

Our Public Health Nursing focus is preventing disease and decreasing the development and transmission of health conditions that impact our residents and to assist in the management of the overall health of our community. We again provided the Pevnar 13 and Pneumococcal vaccine to our Seniors offerings this year and included significant enhancements to our modes of flu clinic communication: We used an auto dialer to announce

our senior clinics to prior Senior Clinic attendees and we utilized both the reverse 911 service and the electronic sign boards for the community clinic announcements, courtesy of our Public Safety partner, the Wayland Police Department. Our Public Health Program covers a broad range of services to Wayland residents and includes the following:

- Blood Pressure Clinics
- TB Screenings
- Vaccine Administration:
 - 1,675 doses of seasonal flu (injectable) vaccine of which 392 were High Dose
 - 0 doses of Tdap vaccine
 - 1 TB test performed
 - 30 doses of Pevnar 13 vaccine
 - 1 dose of Pneumococcal vaccine
- MA DPH Vaccine Administrator/Provider
- Oversee Medicare and Health Insurance Flu Vaccine Reimbursement Program
- Follow up of MA DPH Reportable Communicable Diseases (147)
- Community Health education
- Conduct health inspections and health related education to Summer Camp Programs provided within Wayland
- Collaborate with Region 4A Emergency Preparedness activities
- Prepare MA DPH Emergency Preparedness deliverables
- Medical Reserve Corps Coordination

At the annual meeting for the vaccine reimbursement program, we were informed that the Town of Wayland was at 97% reimbursement. We are among the top performers in Massachusetts in realizing reimbursement for both vaccine costs and its administration. We are continuing to streamline our processes, taking advantage of tax work off personnel and utilizing our MRC volunteers, to maximize offering vaccine to our residents. Additionally, the Wayland Health Department has complied with the Commonwealth's requirements to update the MIIS (Massachusetts Immunization Information System) for each dose of vaccine administered.

BOH Health Statistics as of June 30, 2017
Communicable Diseases reported
to the Health Department:

| | |
|--|------------|
| Babesiosis | 5 |
| Botulism | 1 |
| Campylobacteriosis | 4 |
| Cryptosporidiosis | 2 |
| Dengue Fever | 1 |
| Ehrlichiosis | 1 |
| Enterovirus | 2 |
| Giardiasis | 1 |
| Haemophilus Influenzae | 1 |
| Hepatitis B | 2 |
| Hepatitis C | 5 |
| Human Granulocytic Anaplasmosis | 9 |
| Influenza | 25 |
| Lyme Disease | 57 |
| Meningitis-Unknown Type | 1 |
| Mumps | 3 |
| Pertussis (and other Bordetella species) | 2 |
| Salmonellosis | 4 |
| Shiga toxin producing organism | 1 |
| Tuberculosis | 11 |
| Varicella | 4 |
| Vibrio sp. | 1 |
| Zika Virus | 4 |
| Total | 147 |

Animal Inspector

Animal Inspector Bruce Sweeney provided annual inspections for animal keeping permits in the Town. The following is a summary of the animal inspections for FY17:

| | <u>FY17</u> |
|---------------|-------------|
| Horses/Ponies | 44 |
| Sheep | 2 |
| Goats | 0 |
| Swine | 0 |
| Cattle | 43 |
| Donkeys | 0 |
| Llama | 0 |
| Chicken | 89 |
| Water Fowl | |

Animal Control Officer

Animal Control Officer (ACO) David Poirier responds to requests from the Police Department, the Board of Health and from citizens regarding problem animal reports on public and private property. In FY 2017, the ACO responded to 81 calls for the collection and disposition of dead animals on public property.

BOH Permitting Statistics as of June 30, 2017

| | <u>FY16</u> | <u>FY17</u> |
|-------------------------------------|-------------|-------------|
| Animal Keeping | 25 | 22 |
| Burial | 163 | 208 |
| Disposal Works Installers | 37 | 33 |
| Review of Previously Approved Plans | 9 | |
| Variance Requests | 7 | |
| Food Service Establishments | 38 | 39 |
| Limited Food Service | 10 | 10 |
| Residential Kitchens | 2 | 2 |
| Farmer's Markets | 73 | 78 |
| Retail Food | 11 | 12 |
| Limited Retail Food | 11 | 10 |
| Funeral Director | 1 | 1 |
| Operating Semi-Public P | 11 | 11 |
| Pool Construction | 2 | 3 |
| Pool Installer | 3 | 0 |
| Recreational Camps for Children | 6 | 12 |
| Refuse Collection | 15 | 18 |
| Septage Hauler | 22 | 22 |
| Tobacco Sales | 14 | 14 |
| Wastewater Treatment Plant | 4 | 4 |
| Private Well | 16 | 8 |
| Frozen Dessert Mfg. | 1 | 1 |
| Mobile Food | 0 | 0 |
| BOH non-variance hearings | | |

Household Hazardous Waste

In addition, 91 Wayland residents and 1 non-resident participated in the two Household Hazardous Waste Collection Days sponsored by the Board of Health.

| | |
|-------------|----|
| Fall 2016 | 56 |
| Spring 2017 | 36 |

In 2017, the Health Department, Fire Department, and the DPW worked collaboratively to consider the health and safety of residents and utilized Public Health Emergency Preparedness (PHEP) funds to procure a new Automatic External Defibrillator (AED) that for installation at the new Department of Public Works Facility.

The DPW, located at 66 River Road is one of the furthest public facilities in the community and serves DPW staff and the public. The Wayland Health Department utilized Public Health Emergency Preparedness (PHEP) funds to procure this important safety device. The Health, Fire, and Public Works Department worked collaboratively to consider the health and safety of its town staff and residents and the selection of this site. The Public Access Defibrillator will be located in the front office area with an AED Sign and is available anytime the DPW is open.

Public Access Defibrillators are located in the following Town owned Buildings: All school buildings, Town hall first floor by the Town Clerk and the Elevator, town hall gym, town beach, and the Public Safety Building Lobby, and at the Transfer station in the brown office building.

Human Relations Services, Inc.

The Human Relations Services (HRS), a private, non-profit community mental health agency, has been Wayland’s provider of outpatient community mental health service since FY 97. As the table below shows, during FY 17 HRS provided 1,254 total service hours to town residents, fractionally more than we provided last year, and the distribution of the hours differed somewhat: 1,162 hours were for clinical service. Of these, 1,057 were provided to residents who sought help directly and 105 to students in the Wayland Public Schools who were seen in connection with their special education plans. The former group included families with children who didn’t have special education plans, and residents of the town who were referred by other clients, pediatricians or other health care professionals. (All Wayland residents are eligible to be seen at HRS regardless of their ability to pay.) These clients received outpatient psychotherapy for a range of mental health issues.

The latter group received services that the Town is legally mandated to provide. As part of this effort, we provided an additional 92 hours of consultation to school staff about their own work with these students. This combination of treatment and consultation is an ideal way to both meet students’ needs and avoid the dislocation and expense of residential and other special programs. (Even one such placement can exceed the entire cost of our town grant.)

The dollar value of our combined services exceeded by almost \$50,395 the combined revenue from our Town grant and the fees we received. We raise money ourselves to close this gap.

| Service Hours | | | |
|--|--------------|-----------------|------------------|
| | FY 17 | FY 16 | |
| a) Clinical hours to students with SPED plans | 105 | 178 | |
| b) Consultation hours to school staff re: a) | 92 | 79 | |
| c) Clinical hours to town residents (non-school) | <u>1,057</u> | <u>988</u> | |
| Total | 1,254 | 1,245 | |
| FY 17 Detail | | | |
| School Special Education Services | Hours | Charges | |
| Counseling to students | 105 | \$12,600 | |
| Consulting to staff | <u>92</u> | <u>\$11,460</u> | |
| Total | 197 | \$24,060 | \$24,060 |
| General (non-school) Services | | | |
| Counseling to children and families* | 1,057 | 184,975 | <u>\$184,975</u> |

| | | |
|--|------------------|------------------|
| Total value of all services | | \$209,035 |
| Income | | |
| Town funding | \$59,310 | |
| General counseling fees paid (clients & insurers)* | \$99,330 | |
| Total income | \$158,640 | \$158,640 |
| Deficit | | \$-50,395 |

*Almost all our patients had some form of insurance coverage but in almost no cases did this cover our full charge. Additionally, 102 of our 1,057 general counseling hours were to residents who couldn't afford their own portion of the charge and were awarded a reduced fee based on proof of income status.

REPORT OF THE EAST MIDDLESEX MOSQUITO CONTROL PROJECT

The East Middlesex Mosquito Control Project conducts a program in Wayland consisting of mosquito surveillance, larval mosquito control and public education.

Dry conditions during the latter half of the 2015 summer and the extreme drought during the 2016 summer resulted in lower than average mosquito populations during FY17. The Massachusetts Dept. of Public Health determined that there was a low West Nile Virus (WNV) risk and a remote EEE risk in Wayland during the 2016 season. There were 11 residents within the metropolitan Boston area who contracted WNV in 2016.

The adult mosquito surveillance program monitored mosquitoes from 16 Wayland trap collections. Specimens from 10 trap collections were sent to the State Public Health Laboratory, where they tested negative for EEE and WNV.

The larval mosquito control program relied on the larvicides Bacillus thuringiensis var. israelensis (Bti) and methoprene, which are each classified by the EPA as relatively non-toxic. In April 2017 a helicopter was used to apply Bti granules to 113 wetland acres to control spring floodwater mosquitoes. Field crews made 8 site visits and applied Bti using portable sprayers to 12.5 wetland acres during the spring and summer when high densities of mosquito larvae were found in stagnant water. During the 2016 mosquito season, larvicides containing methoprene were applied to 2,639 catch basins to control Culex mosquito larvae. Culex mosquito larvae are considered the primary WNV vectors.

The Project's public education program is designed to develop awareness within the public and the private sectors as to their roles in mosquito control. The Project serves as a resource to residents, municipal officials and the local media on mosquitoes and mosquito borne diseases. A web page located at <https://sudbury.ma.us/emmcpl/> provides residents with information on mosquitoes, control programs and related topics.

Respectfully submitted,

Brian Farless, Superintendent

FY 17 Focus Areas

Process improvements continue to be in the works including pay by credit card for our department and working with IT and other key department leaders on workflow and identifying a new permit program for the Land Use Departments to streamline and improve our processes.

We will continue to work on a project to clean up and reorganize our filing systems with the help of a hired staff person to manage this project using money approved in the budget. The project will continue to prepare us for plans this year to begin scanning key documents in our street files to be available online for our customers. This project will also prepare us for future document management initiatives (and

scanning projects) through the IT Department. We continue to reference the State Municipal Records Retention Manual for Boards of Health to ensure that we follow rules and guidelines prior to disposing of documents (including requesting permission to destroy). We have been working together and following a methodical process in asking for guidance from the state as well as referencing regulations. The project continues to take up a good amount of time and requires oversight due to the many years of files and documents that have accumulated in our filing system.

The vaccine reimbursement process for our flu clinics is an area we would like to improve on. This process requires a lot of paper work, manual data entry, and forms to be completed, and we would like to automate this process. Vaccine reimbursement process improvements are planned for this year with hopes for implementation in fall 2017.

Board of Health Members:
Chair, Elisabeth Brewer M.D.

John G. Schuler, M.D.
Brian J. McNamara
Arnold Soslow, M.D.
Susan Green

Respectfully submitted,
Julia Junghanns, R.S., C.H.O.
Director of Public Health

We thank Board of Health Chairman Thomas Klem and member Michael Wegerbauer for their many years of dedication to the Board and volunteering for the town. Tom Klem has served on the Board since 2011 and Mike Wegerbauer since 2008. Also, we will welcome back Dr. Arne Soslow who had previously served on the Board for many years, and new member Susan Green. Both Soslow and Green were elected to the Board at the spring 2017 Annual Town Meeting.

INSPECTION/BUILDING DEPARTMENT

Fiscal 2017 Building Department permit fee revenues are as follows:

| | |
|-------------------------|---------------|
| Building Permits..... | \$ 409,357.00 |
| Gas Permits..... | \$ 11,357.00 |
| Plumbing Permits..... | \$ 15,736.00 |
| Electrical Permits..... | \$ 68,101.00 |

Total Building Department Permit Fee Revenues
\$ 504,551.00

The primary mission of the Building Department; including the Specialized Code Inspectors, is to administer all permits related to construction, plumbing, gas and electrical work as well as code enforcement. It is the intent of the code to establish the minimum requirements to safeguard the public health, safety and general welfare through control of the built environment, and to provide safety to firefighters and emergency responders during emergency operations. The State Building Code and the specialized codes apply to:

- The construction, reconstruction, alteration, repair, demolition, removal, inspection, issuance, and revocation of permits or licenses, installation of equipment, classification, and definition of any building or structure, use and occupancy of all buildings and structures or parts thereof;
- The rehabilitation and maintenance of existing buildings;
- The standards or requirements for materials to be used in connection therewith, including but not limited to, provisions for safety, ingress and egress, energy conservation, and sanitary conditions.

The Building Department is also authorized to provide:

- The interpretation and enforcement of the Town of Wayland Zoning Bylaws and

enforcement of certain provisions of the Town of Wayland Town Bylaws.

- Administrative liaison services to the Zoning Board of Appeals.
- Administrative support for weights and measures agent.

The Building Department serves to maintain on file records, plans and other related documents for individual parcels and structures in order to inform zoning enforcement following a written request or to provide general background information to a resident who plans to improve their property.

On a daily basis, the Building Department serves the residents, business owners, and contractors within the community by processing numerous permit applications, zoning requests for hearings, issuing permits, performing periodic state inspections, conducting site visits, investigating complaints and granting certificates of use and occupancy. Department staff communicates with applicable land use departments to better serve its users and expedite the permit approval process and zoning board hearings and decisions.

The Building Department would like to acknowledge Ms. Sheila Cuttell who retired in the fall of 2016 after 18 years of service as a Department Assistant.

The Building Department would also like to recognize Inspector David Fuller for his past service to promoting public safety and to the residents of the Town. Mr. Fuller is currently the Building Commissioner in a North Shore community.

Fiscal 2017 construction activity included the following number of building permits:

| | |
|----------|------------------------------|
| 11 | Single Family Dwelling Units |
| 40 | Residential Addition |

30Residential Finished Basement
 77.....Residential Bathroom Remodel
 42.....Residential Kitchen
 33Residential Deck/Porch
 46Residential Window Replacement
 24Residential Door Replacement
 215.....Residential Roofing
 33.....Residential Accessory Structures
 50Residential Renovations
 184Residential Miscellaneous
 10.....Commercial Tenant Fit Out
 9.....Commercial Renovation
 1.....Commercial Town Building
 10.....Commercial Sign

Respectfully submitted by the staff of the Building Department:

- Elizabeth Reef,; Department Assistant and ZBA Liaison
- Cheryl Starek, Department Assistant for both Building and Planning Departments
- Al Sherman, Code Official
- Leo Landry, Code Official
- Geoffrey S. Larsen, CFM, Building Commissioner

BOARD OF PUBLIC WORKS

The Board of Public Works, created in 2009, is an elected body consisting of five citizen volunteers who are responsible for overseeing and setting policy for DPW operations. The current members are: Woody Baston (Chair), Michael Lowery (Vice Chair), Thomas Abdella, Jonathan Mishara, and Michael Wegerbauer. The Board of Public Works usually meets on the second and fourth Tuesdays of the month at 7:00 pm in the DPW facility, 66 River Road. Meeting agendas are posted on the town website and meetings are open to the public.

Highlights for the Board of Public Works in FY 2017 were:

- As the result of the sponsorship of the Board of Public Works at the 2016 Annual Town Meeting, Wayland residents voted to “FUND PERMANENT RECONFIGURATION OF THE INTERSECTION OF EAST PLAIN STREET, SCHOOL STREET,

AND ROUTE 30 (COMMONWEALTH ROAD)”. The work was completed in the fall of 2016.

- As the result of the sponsorship of the Board of Public Works at the 2016 Annual Town Meeting, Wayland residents voted to “FUND RECONFIGURATION OF THE FIVE PATHS INTERSECTION (COCHITUATE ROAD AND OLD CONNECTICUT PATH)”. The work on the intersection, to include new traffic lights, was completed in the spring of 2017.
- As the result of the sponsorship of the Board of Public Works at the 2017 Special Town Meeting, convened November 16, 2016, Wayland residents voted to: “APPROPRIATE FUNDS TO PURCHASE 107 OLD SUDBURY ROAD FOR WATER RESOURCE PROTECTION.”
- As the result of the sponsorship of the Board of Public Works at the 2017 Annual Town Meeting, Wayland residents voted to “AUTHORIZE ACQUISITION OF ACCESS AND UTILITY EASEMENT AT 89 STONEBRIDGE ROAD.”
- As the result of the sponsorship of the Board of Public Works at the 2017 Annual Town Meeting Wayland residents voted for: “TRANSFER STATION ACCESS ROAD IMPROVEMENTS.”

In addition to the Articles passed at Town Meetings, the Board of Public Works accomplished the following:

- The Board hired a new DPW Director, Tom Holder.
- The new position of DPW engineer was filled by the hiring of Paul Brinkman.
- The Board voted to keep the Transfer Station rate fee structure unchanged in its entirety. This means the Transfer Station sticker fee for FY 2018 will remain at \$145.00. (5-0)
- The Board voted to transfer the land at 195 Main Street (3.2 acres more or less) to the Board of Library Trustees. (4-0-1)
- The construction of the library drainage project was started in the fall of 2016. The project was completed in spring of 2017.
- The BoPW approved, by motion and vote, to transfer \$4,400.00 from the Cemetery Trust Fund to pay for the restoration of stones in South Cemetery. (3-0)
- The first section of the Rail Trail project was completed in the spring of 2017.

DEPARTMENT OF PUBLIC WORKS

THE HIGHWAY DIVISION

The Highway Division is responsible for maintaining, repairing, and constructing all Town roads, sidewalks, bridges, and associated drainage facilities; snow and ice operations; fleet maintenance; and procurement of services for major projects and equipment.

In FY2017 the Highway Division

- Reconstructed 4.5 miles of Roadway: Plain Road-Phase 1, Main Street from Damon Street to East Plain Street, Shawmut Avenue, Harrison Street, Bradford Street, Damon Street Old Connecticut Path East. Shaw Drive and Fox Meadow Lane.
- Completed annual program of cleaning all catch basins and sweeping all Town roads.
- Responded to 27 winter snow and/or icing events requiring the application of anti-icing treatment and/or plowing and snow removal.
- Continued Town-wide effort to vacuum-clean and map drainage infrastructure, assisted the Conservation Commission with stormwater regulations.
- Constructed new traffic island at Parkland Drive and Charles Street intersection.
- Worked in conjunction with the Park Division with responding to tree emergencies as well as assisting with mutual projects. The Highway Division also assisted the Water Division with all water main excavating.

In FY2017, the Highway Division responded to 375 Service Requests of the following nature:

- 31 Snow-Related Issues
- 81 Potholes
- 85 Roadside Issues
- 44 Road Grading
- 14 Sign-Related
- 19 Drainage, Catch Basin/Manhole Issues

THE PARKS DIVISION

The Parks Division manages and maintains over 200 acres of Open Space in Wayland including all School Grounds, more than 26 Athletic Fields, the Lawns of the Town Building, Town Beach, and Playgrounds – including School Playgrounds, and miscellaneous Parklands. The Parks Division is also integral to winter storm response and snow removal operations –

responsible for removing snow from approximately 1/3 of the Town. The Parks Division is responsible for the care and maintenance of Town-owned trees along over 200 miles of roadways. The Parks Division also manages the operation and maintenance of the North, South and Lakeview cemeteries.

In FY2017 the Parks Division:

- Completed extensive reseeding, weeding, trimming and mulching of the Town Cemeteries and Town Grounds in preparation for Memorial Day ceremonies.
- Completed landscaping and preparation of the grounds for High School graduation.
- Maintained and repaired School and Town Playgrounds
- Installed new benches at several athletic fields and parks
- Assisted Highway Division with 27 Ice and/or Snow related storms and associated snow removal.
- Continued to repair and reset Cemetery monuments as needed.
- Oversaw 83 burial interments in Town Cemeteries

In FY2017, the Park Division responded to 138 Service Requests of the following nature:

- 103 Tree-Related
- 20 Cemeteries
- 5 Town Grounds
- 6 Playground-Related
- 4 Beach-Related

THE WATER DIVISION

The Water Division Operates and Maintains the Town's Drinking Water Supply. The primary responsibility of our Division is to provide a potable, reliable supply of water for residential and commercial users and to provide fire protection for the Town. Our Staff are fully licensed by the Massachusetts Department of Professional Licensure. Water Division Staff provide 24/7/365 coverage for Water Related Emergencies.

Water System:

The Water Division maintains 102 Miles of Water Main, 758 Fire Hydrants, 1 Two-Million Gallon Water Storage Tank, the Baldwin Pond Water Treatment Facility, and 5 additional well sites throughout Town.

Distribution:

Some of the Distribution Responsibilities are:

- Provide Proper Water Pressure
- Repair Water Main Breaks
- Repair Water Service Leaks

- Fire Hydrant Repairs, Maintenance and Replacement
- Annual Flushing Program

Additional duties include meter reading, dig safe mark outs, meter repair & replacements, leak detection, cross connection survey & testing and fire hydrant flushing.

Treatment:

Some of the Treatment Duties include:

- Daily Compliance Sampling of Water Quality Parameters
- Weekly, Monthly and Quarterly Water Quality Sampling for Safe Drinking Water Act Compliance
- Customer Water Quality Investigations
- Operation and Maintenance associated with all Well Sites and the Baldwin Pond Water Filtration Facility.

Training:

Staff completed over 300 hours of Safety, Water Distribution and Water Treatment related training this year. Additionally, some staff received extensive training in FEMA - National Incident Management System; to be better prepared for Local Emergency Situations.

Main Street Water Main Replacement Project:

The Main Street Water Main Replacement Project has been completed. The original 4-inch water mains that were installed in 1897 have been replaced and upgraded to 12-inch diameter Ductile Iron Piping. The new water main will greatly improve supply, increase fire flows and reduce the number of water quality issues in the area.

Water Main Breaks and Repairs:

Our Repair Crew responded to 10 afterhours emergency water main breaks and/or service leaks.

Annual Water Quality Report:

In accordance with MassDEP regulations, routine and non-routine water quality testing activities continue to demonstrate that Wayland's drinking water satisfies all State and Federal requirements. The Annual Water Quality Report, which is updated each spring is available on the DPW Website:

THE DPW TRANSFER STATION DIVISION

The Wayland Transfer Station operates within a self-sustaining revolving fund, with fees from stickers and Pay-As-You-Throw bags.

In FY2017 the Transfer Station:

- Sold 2083 Full Stickers and 207 Recycle-Only Stickers.
- Handled approximately 1200 tons of municipal solid waste and approximately 900 tons of recycled materials.
- Added a Give-n-Take Feature for Customers
- As part of its Capital Improvement Program, replaced one of its three compactors

THE ENGINEERING DIVISION

The Engineering Division is responsible for the assessment, survey, study, design, and oversight associated with the operation, maintenance and construction of the Town's infrastructure. The Engineering Division also supports Town Departments in various technical aspects of the Town's infrastructure.

In FY2017 the Engineering Division was engaged in the following initiatives:

- Hired a new Town Engineer, who began work in May of 2017.
- Incorporated the Town Surveyor and associated functions within the DPW
- Performed analysis for the implementation of FY 2018 Water Rates
- Supporting Wastewater Management District Commission construction closeout and management of the operations and maintenance contractor
- Review of Construction Documents for Town projects
- DPW laydown area wetlands survey and plan preparation.
- Oxbow Meadows Soccer field survey and LIDAR processing for existing conditions topographic plan.
- Dudley Woods Perimeter survey and existing conditions plan preparation.
- Assist Assessing Department with transition to online assessing maps.
- Existing conditions survey of Heard Road for re-grading.
- Existing Conditions of former Highway garage in anticipation of being transitioned to Library.
- Site plan preparation of current Library site for Town Meeting.
- Utility plan preparation of existing utilities at High School for Facilities Department.
- Existing conditions plan preparation of Town Hall soccer field for Park Department.
- Property line survey of Park Department land adjacent to Mansion Road.

- Stonebridge Road/Habitat for Humanity easement plan preparation for Planning Department.
- Mainstone Farm plan preparation for Planning Department/Town Meeting.
- Rail Trail plan preparation for Planning/DCR.
- Accident reconstruction surveys at various locations for the Police Department.
- Production of various maps such as road acceptance plans for Town Meeting.
- Assist WRAP Committee with report production.
- Lakeview Cemetery plan preparation for interdepartmental transfer.
- Trail Easement plan preparation for the Conservation Commission.
- Property survey of 8 Glezen Lane for potential DPW acquisition.
- Drainage license plan preparation for Library.
- Site visits with the Building Commissioner to verify Zoning issues at various locations.
- Assist Fire Department with mapping of fire hydrants.
- Topographic surveys of various ballfields for the Park Department.
- Site visits at various locations with the Conservation Department.

SURFACE WATER QUALITY COMMITTEE

SWQC's Mission Statement –To manage the quality of Wayland's surface water assets. <http://www.issuu.com/wswqc>

Committee Members: Jack Carr, Tom Largy, Mike Lowery, Toni Moores and Lisa Newton

Annual Budget: All was completed within the budgeted \$43,500.

Dudley Pond (Mike Lowery, project coordinator)

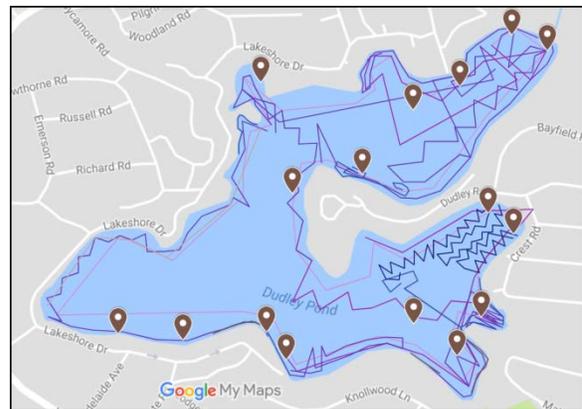
2016's area-focused herbicide treatment against Eurasian Milfoil suppressed both invasive milfoil and tape-grass during 2017's season. High spring water may have helped too. Periodic diver surveys in 2017 documented limited milfoil regrowth in some spots and these were hand pulled. Divers removed 45 gallons of submerged trash during the surveys.

Mansion Beach Closings: From the last week of June through July in 2017 high levels of E.coli bacteria caused Mansion Beach closures. Bacteria levels spike when rains wash waterfowl and animal droppings into the water. Collecting the droppings and discouraging the waterfowl with goose repellent reduces the problem.

Public Education: SWQC, in cooperation with the Wayland Health Department and Conservation Commission, created and published educational flyers on septic system maintenance and nutrient-reduction landscaping.

https://www.sugarsync.com/pf/D76227_06901783_6791850

https://www.sugarsync.com/pf/D76227_06901783_6791852



Dudley Pond Milfoil Surveys

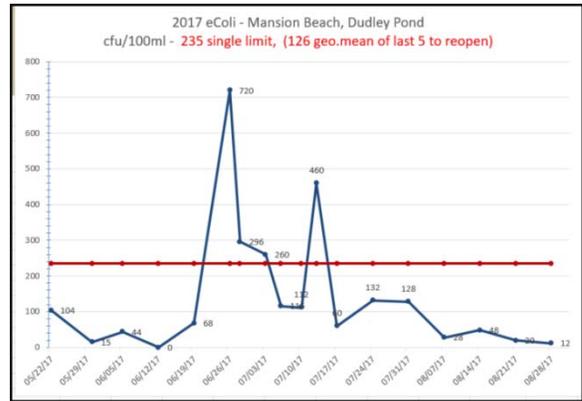


Collected Dudley Pond Trash

Water Quality Analysis: Water quality samples collected three times during the season at three locations showed continuing improvement in water clarity and quality.

Heard Pond (Tom Largy, project coordinator)

A number of years ago the Pond were just about 100% covered with an invasive aquatic weed called water chestnut, which required mechanical harvesting because of the large number of water chestnut plants. During 2017 approximately 12,500 water chestnut plants were hand pulled at a cost of \$8,100. Milfoil, a non-native, invasive weed, covered large areas of the pond in 2016 and appeared again in the spring of 2017, but later disappeared until September of 2017. It is believed that high water and algae blooms were the reasons that Milfoil was not visible during the summer of 2017. As a result a Notice of Intent was filed with and approved by the Conservation Commission to treat milfoil with a herbicide.



North Pond of Lake Cochituate (Jack Carr, project coordinator)

Natick has hired a consultant to map storm water outfalls in South and Middle Ponds of Lake Cochituate. Funding is being sought by SWQC to include storm water outfall mapping for North Pond of Lake Cochituate. During the Fall of 2018 there will be a 3.5 foot drawdown of Lake Cochituate so that a new boat launch can be built at the existing MA DCR facility in Middle Pond.

Mill Pond (Tom Largy, project coordinator)

Mill Pond, off Plain Road, is about 8-9 feet in depth and is a well-known spot for the spring children’s fishing event. The Pond and surrounding area are classified as a Wayland Park, under the control of the Wayland DPW. The Pond was last fully dredged in 1974, but over the years parts of the Pond have begun to fill in, due to material coming down the Mill Brook from nearby yards and roads. SWQC conducted a one-week hydro-raking project in 2015 and again in 2017. The 2017 hydro-raking operation was a follow-up action to clear an additional portion of the Pond. DPW also conducted a tree clearing operation this year to remove large fallen trees from the pond that had tended to hold in large amounts of debris.



Mill Pond Hydro-raking

RECREATION COMMISSION

Department Overview:

Did you know that the Wayland Recreation Department funds all of its programs from user fees without the use of tax dollars? The Recreation Department offers diverse and comprehensive year-round programming for youth, adults and seniors. In addition to traditional sports and rec programs, Wayland Rec offers a wide array of enrichment programs in art, music, theatre, dance, nature & gardening, science, technology, archery, adventure, health & wellness. Wayland Rec even offers skiing, skating, boating and swimming lessons. Wayland is also home to numerous passive recreational options with walking trails at Dudley Woods, the Wayland Town Beach, and many fields, parks & playgrounds.



COMMUNITY PARTNERS & SPECIAL EVENTS

Wayland Rec strengthens the community through partnerships with all the major in-town sports groups, and organizations like the Wayland Dads Group, Rowing Association, Community Pool, the Council on Aging, the Wayland Children & Parents Assoc., Boy Scouts, Wayland Police, Wayland Fire, and many more. Thanks to a partnership with the MA Department of Conservation (DCR) Wayland residents can utilize a Free Parking Pass to any State Park in Massachusetts. Each year, Wayland Rec presents several special family events, namely Touch-a-Truck event, Beach Movie Night, Fishing Derby, Family Science Night, a Halloween Parade and a new fan-favorite added in 2017, the Father's Day 'Dad & Me' Campout.



Dad & Me Campout 2017

All things Recreation can be found on our website, www.waylandrec.com or www.wayland.ma.us You can also find us on Facebook at Wayland Recreation Department!

REC BY THE NUMBERS

In **2017**, Wayland Rec operated the Wayland Town Beach which served over **3,500** members, where **249** people kayaked in Lake Cochituate, and our lifeguards conducted swim-tests for **452** campers. **Four** summer Day Camps completely sold out in less than **1 minute**, the camps are newly licensed by the Board of Health and served over **600**

campers. Through our Ski Program, **129** kids learned to Ski at Nashoba Valley. Over **200,000 hours** of Field & Facility reservations were used for youth, adult and senior athletics; including a visit by the recently retired Red Sox legend **David Ortiz** to the EMASS Senior Softball League at Cochituate Ball field.

RECREATION DEPARTMENT



**David Ortiz, Boston Red Sox
EMASS Senior Softball League
Cochituate Ball Field, Wayland MA**

SOCIAL RESPONSIBILITY & COMMUNITY IMPACT

Wayland Rec offers special workshops aimed at social responsibility and public safety, like the popular Home Alone and Babysitting workshops for teens, as well as American Red Cross certification courses in CPR & First Aid, Lifeguarding and Water Safety. Each year, Wayland Rec offers adaptive program initiatives to persons with disabilities through the Massachusetts Recreation & Parks Association (MRPA). In 2017, Wayland Rec recognized Waypoint Adventure at the annual MRPA Conference, a local organization that uses quality adventure-based programs to transform the lives of people with disabilities.



MISSION

The mission of the Wayland Recreation Department is to provide programs, facilities, and services designed to enhance individual and community values of physical, social, creative, cultural and intellectual growth and development. Our contributions are measured by community participation. All Wayland Recreation efforts aim to provide a safe, social, and healthy recreational experience for all participants.

Recreation Department

Jessica Brodie, Director
Katherine Brenna, Assistant Director
Paul McCarthy, Program Coordinator
Christine Baldwin, Recreation Assistant

Recreation Commission

Asa Foster, Chair
Brud Wright
Chris Fay
Heidi Seaborg
Frank Krasin



In 2017, the Recreation Commission included members Heidi Seaborg, Anna Meliones, Asa Foster, Brud Wright and Frank Krasin. Asa Foster serves as the Chair of the Recreation Commission for FY17. Longtime Rec Commissioner Anna Meliones stepped down in the spring of 2017, making way for Chris Fay to join the Commission. The Rec Department wants to thank Anna Meliones for over a decade of public service to the Town of Wayland. Director Jessica Brodie resigned from her role as Recreation Director to focus on new adventures – baby twin girls! A new director is expected to join the team in the fall of 2017.

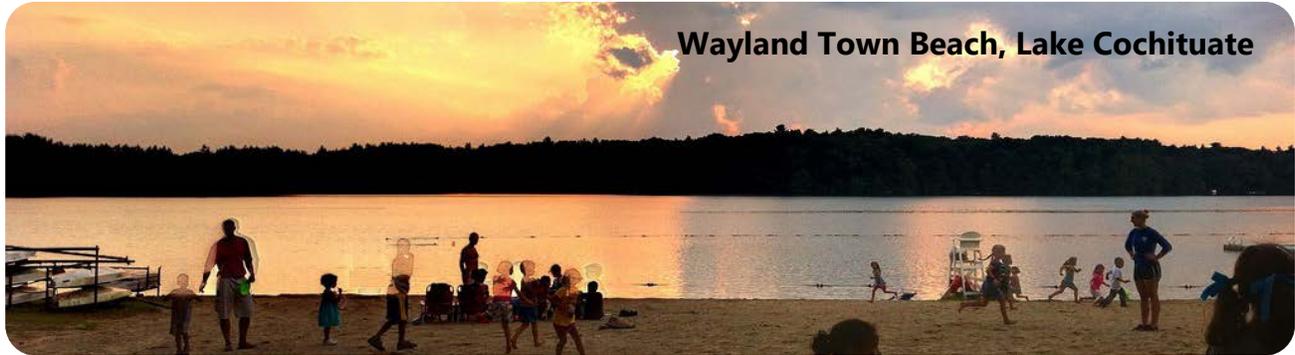


The department is currently comprised of 3.5 year-round staff members, 2.5 of which are funded through the General Fund (\$175,000), and one is funded through the 53E ½ Revolving Fund (Approx. \$50,000 with ~\$15,000 in benefit costs). The Rec Department is also supported by approximately 85 part-time seasonal staff and many volunteers, who are predominantly Wayland students.

The residents of Wayland have a huge aptitude for recreation of all kinds. The Recreation Staff and Commissioners would like to thank all the participants, volunteers, coaches, teachers, town staff, board members, sponsors, donors, who help support our department. We look forward to another successful year bringing healthy, fun and positive energy to the town of Wayland. The department hopes to continue to grow program offerings in the coming years as residents' interests and activities continue to grow, change, and develop.

FINANCIAL MODEL

The department has two 53E ½ Revolving Funds to collect program and user fees and pay the respective expenses (MA GL Chapter 44, Section 53E ½). The department also had a 53D Revolving Fund (MA GL Chapter 44, Section 53D) for all revenues and expenses related to the Town Beach that was adopted at the 2016 Annual Town Meeting and went into effect at the start of FY17. Also, Voted at Town Meeting, \$402,618 was transferred from the 53E ½ to a Rec Stabilization Fund for future Capital Improvement Projects. The department seeks Annual Capital Funds for projects that, if approved at Annual Town Meeting, would be funded through the Capital Budget. The Recreation Commission currently has no debt funded by the Town.

**Wayland Town Beach, Lake Cochituate**

CHALLENGES

The Recreation Department has been evolving in the last few years, updating some archaic operating systems, refreshing programs, and moving toward a more appropriate financial model. Much of FY17 was focused on solutions to the overuse and deteriorating conditions of all rec fields in town; as a result the Town Building soccer field began renovation in the fall of 2017 and the JV Baseball field was renovated.

The Recreation staff and commissioners continue to work on Field Use and Renovation plans town wide. The Commission has been working tirelessly the past several years to identify locations to build a new natural grass multi-purpose playing field, a second Artificial Turf Field as the need was identified in the 2010 GALE Master Plan Study. A plan for developing a new grass field at Oxbow Meadows was passed with overwhelming support at the Spring Town Meeting (252 to 64), and the ball has started rolling for a new field at Loker Recreation Site with an article at the 2017 Fall Town Meeting.



WASTEWATER MANAGEMENT DISTRICT COMMISSION

The Wayland Wastewater Management District Commission (WWMDC) operates a sewer system that serves business and residential properties along Route 20 from Route 27 to the Town Center development. Wastewater discharged into the system flows to a treatment plant located on Town-owned property within the Town Center development. The treated wastewater is discharged to the Sudbury River.

Managerial Oversight of the Wastewater System: In Fiscal Year 2017, the Wastewater Treatment Facility (WWTF) continued to run with no major operational issues—including no detected infiltration of groundwater into the system. The WWMDC did incur higher than expected expenses related to routine equipment replacement in the plant, routine alarm calls, and a valve failure in the street portion of the system.

In addition, the Commission was unable to respond to a dig safe mark out request within the statutorily-mandated timeframe, which led to a dig-in by a third party contractor. Because the Town's insurance does not cover underground assets, the WWMDC paid the costs for remediating damage out of its repair and contingency reserve budgets. In response, the WWMDC has been working with Town officials to professionalize our capability to respond to mark out requests and emergency situations.

The high number of routine alarms calls continued to be an issue. In an annual review meeting with plant operator Whitewater, the WWMDC reiterated the need to make repairs or adjust system settings in a timely fashion so as to reduce the number and cost of repeat emergency calls. To provide stronger professional oversight, the Commission has been working with the Town Administrator, the Director of the Department of Public Works and the Town Engineer to contract for support by individuals with wastewater expertise and licensing.

Discharge Permits and System Usage: The WWTF continues to operate under permits issued jointly by the Federal Environmental Protection Agency (EPA) and the State Department of Environmental Protection (DEP). The permits allow discharge of an annualized average limit of 52,000 gallons per day (GPD) into the Sudbury River. An application for renewal submitted on time in June 2013 seeks an increase in discharge capacity to 80,000 GPD. As of June 2017, the application remains pending with the EPA.

In FY2017, the average discharge from the plant was approximately 25,050 GPD, down about 2.6% from 25,730 GPD in FY2016. Growth in flow from the Town Center development has stabilized as construction plans near completion and occupancy has growth has leveled off. The average flow is expected to remain well below the current permitted limits.

Rules and Regulations: The WWMDC performed an extensive review of its Rules and Regulations to update, clarify and harmonize standards and procedures. Additionally, water conversation standards approved subsequent to the last revision of the Rules and Regulations were fully incorporated in the current version. The revised Rules and Regulations were tentatively approved by the Commission, subject to a review by the WWMDC's Executive Administrator for consistency with laws and best practices.



Transfer of Capacity to the Town Library: The WWMDC and the Board of Selectmen completed an agreement to transfer 820 GPD of discharge capacity to the Town of Wayland to use for the current Library Building, in exchange for a Payment in Lieu of Betterment of \$52,291. As part of the transaction, one of the previous owner of the transferred capacity paid off outstanding operational charges and transferred the associated parcel of land to the Wayland Conservation Commission at no cost.

Administration and Finances: Income for FY2017 was \$758,912. Of this amount \$442,834 was earmarked for paying off outstanding bonds (\$430,138 betterment and interest payments, \$12,706 for privilege fees for increased discharge allocations). Operating income was \$295,690, and operating expenses were \$251,438.

The Commission's undesignated fund balance at the end of FY2017 was \$1,339,191, including money collected in prior years for bond payments. At the end of FY 2017, the outstanding balance on the WTTTF bonds was \$4,458,182.

The WWMDC developed a budget for FY2018 of \$712,244. This includes \$241,687 operating income and expenses, and \$471,057 bond and interest payments. The capacity rate for users was \$1.94/per gallon, a 30% decrease from FY2017; the flow rate was 1.22, 31% reduction. The key drivers were reduced legal costs, and increased flows against stable fixed costs.

The WWMDC engaged the Abrahams Group to review its financial management practices and to develop and automate standard monthly reporting. Additionally, the Abrahams Group was asked to evaluate the sufficiency of funds available to pay off bonds, to model a cash flow analysis over the lives of the bonds, as well as to examine the disposition of bond proceeds to quantify any leftover uncommitted funds. The Group's work was reviewed by the WWMDC in three meetings and accepted as presented.

Commission Membership and Staffing: The Wastewater Management District Commission began FY2017 with full

membership: Fred Knight, chair; Sam Potter; and Rick Greene. Due to professional responsibilities, Sam Potter was frequently unable to attend meetings, and in June 2017 he asked that his term not be renewed. No replacement has been named. Jane Capasso continued as the WWMDC's part-time Account Specialist, working to resolve administrative issues, building teamwork with other town departments, and bringing greater order to the Board's financial reporting.

In the Spring of 2017, Town Administrator Nan Balmer met with the WWMDC to explore ideas having either the Director of Public Works or the Town Engineer support WWMDC operations. Both individuals are professionally licensed and experienced managing wastewater systems. In April 2017, the Board of Public Works approved a six-month trial period where the Director and Engineer would provide consulting support to the WWMDC. In the future, it is expected one of the two individuals could to serve as part-time Executive Administrator (estimated at 20% FTE) to manage day to day technical issues related to the wastewater system operations.

PUBLIC SAFETY

FIRE DEPARTMENT

Our Mission

The Wayland Fire Department's mission is to provide the finest possible fire, rescue, and emergency medical services to all those that reside in, work in, or visit the Town of Wayland. To meet our mission, we strive to achieve the highest levels of preparedness, prevention, and community involvement.

Organization

The Fire Chief is the administrative head of the department and has been supported by a part time Administrative Assistant for many years. At the end of FY 2016, the administrative team was enhanced by adding the department's first full time Assistant Fire Chief. Although the administrative team generally works business hours Monday through Friday conducting administrative duties, the two Chiefs respond to incidents both in and out of town as needed, 24 hours a day 7 days a week. The operational staff is made up of 24 firefighters, eight of which are Paramedics and the balance being basic Emergency Medical Technicians. The staff is divided into four work groups that cover the two fire stations on a rotating basis, 24 hours a day including nights, weekends and holidays. To cover the two stations, the shifts run with two people at Station 2 in Cochrane and no less than three at Station 1 to cover the ambulance, engine and ladder. This staffing level has been the same since 1970, and the shifts work hard to maintain the high level of service the residents expect and deserve.

We have requested and obtained support to increase each of the four work groups by one additional firefighter with the hope of actually doing so in FY 2019.

Personnel Changes

FY 2017 was a great year for the department as we only had one change to our staff. We filled a position vacated by our previous Administrative Assistant. We don't anticipate being so fortunate next year or the year after with some of our staff looking to enjoy well-deserved retirement.

Fire Education

In Wayland we are fortunate to have a very active and highly dedicated staff that continues to educate our residents from pre-school age to adults on all things fire related. We were very much honored this year to have the State Fire Marshal award a student at Happy Hollow School our first ever, "Young Hero's Award". This student performed all the right things when she discovered smoke in her house very early in the morning. The actions she took are a direct result of the lessons she learned in school from our education programs.

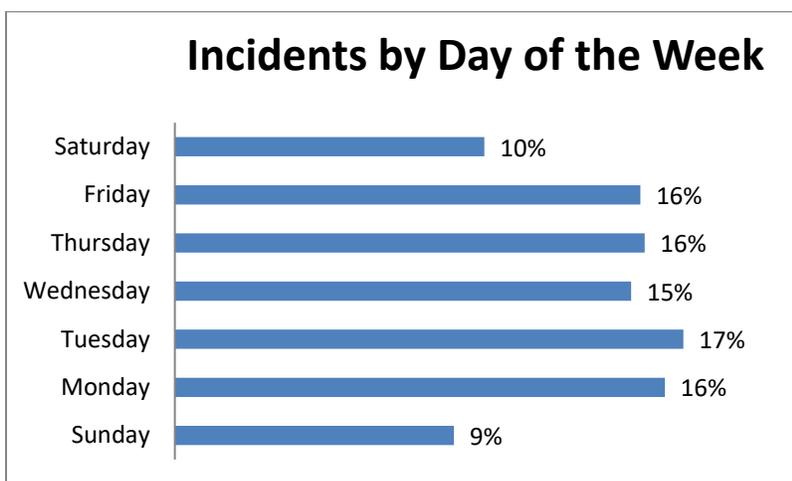
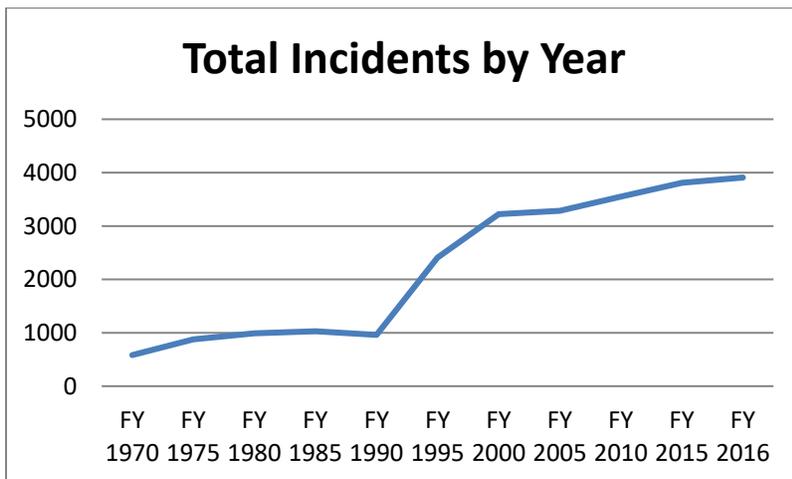
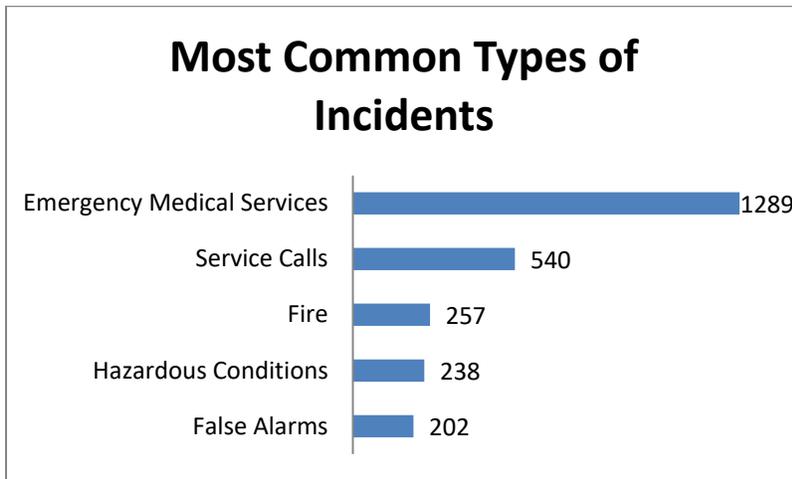
Incident Response

Our total incident count for FY 2017 is 3908, an average of almost 10.7 calls per day. As the number of incidents increases, it continues to be more and more common to be responding to simultaneous incidents that challenge our current staffing level of 5-6 firefighters, split between two stations. While these multiple calls for assistance quickly overwhelm our town resources, the mutual aid agreements with our surrounding communities continue to assist us when they are available. For the first time in many years, the fire department only had one brush fire in the community.

In FY 2017 the department's daily activity load was typical for communities like Wayland. Each weekend day accounts for an average of approximately 10% of the incident activity and each weekday accounts for an average of 16%.

Mutual Aid (neighbor helping neighbor)

When the time arises, the sharing of resources and equipment amongst our surrounding towns is an important step that smaller departments, like Wayland, must participate in to be sure we are able to take care of the demands for services. Last year our



ambulances responded out of town a total of 128 times, and an engine or the ladder responded 40 times. Some of these calls were to significant events, and we hope our ability to provide support helped make a difference. In FY 2017 we received mutual aid a total of 151 times with 132 of these being for an ambulance.

Fire Prevention and Code Compliance

We have been increasing our code compliance and fire education efforts to meet the demands of the growing town. In cooperation with the building and health departments, all new and renovated structures continue to be permitted, monitored and inspected throughout the building process to ensure the safety of the occupants. We continue to be involved in numerous construction projects from single family homes to large structures that are both in the planning and construction phases. Our goal is to be sure that each of these structures is constructed and occupied

Fire Loss

In FY 2017 the total property damage loss was valued at \$372,276, a significant decrease from the previous year. This single fire brings the 6 year average down to \$368,405.

Property Damage – 6 Year Comparison by Fiscal Year

| Fiscal Year | Loss | Fiscal Year | Loss |
|--------------------|-------------|--------------------|-------------|
| 2017 | \$372,276 | 2014 | \$166,316 |
| 2016 | \$1,003,545 | 2013 | \$133,341 |
| 2015 | \$160,356 | 2012 | \$374,600 |

Fire Apparatus Inventory

| WFD Identifier | Description | Manufacturer | Year |
|-----------------------|--|---------------------|-------------|
| Engine 1 | 1,250 gallon per minute pumping engine | E-One | 1997 |
| Engine 2 | 1,250 gallon per minute pumping engine | Pierce | 2017 |
| Engine 3 | 1,250 gallon per minute pumping engine | Pierce | 2007 |
| Ladder 1 | 1,250 GPM pump with a 75-foot aerial | E-One | 1993 |
| Forestry 1 | 250 GPM pump | Ford | 2015 |
| A-1 | Ambulance, primary | International | 2014 |
| A-2 | Ambulance, reserve | Ford | 2010 |
| Car 1 | Chief's vehicle | Ford | 2011 |
| Car 2 | Shift Commander's vehicle | Ford | 2015 |
| Car 3 | Pick-up truck w/ utility body | Ford | 1997 |
| Car 4 | Assistant Chief's car | Ford | 2012 |

Response Times – One of the Most Important Factors in Community Protection

Response times are calculated from the time of dispatch until the first piece of fire apparatus arrives at the location. This year we have been able to bring the number of times we respond in four minutes or less to almost 78%. This is a very respectable statistic for the community and staffing we have. There are many variables that influence response times, with weather and the number of simultaneous calls being the largest. In FY 2017, we saw an increase in back to back calls (two or more incidents happening within five minutes of each other).

We are very fortunate to have a community that fully supports the fire department by providing us with the

support and tools to do the best job we can. To learn more about the fire department and its activities, please friend us on Facebook, visit our section of the town's website at www.wayland.ma.us, or follow us on Twitter. I welcome anyone with questions about the fire department to reach out to me at dhoughton@wayland.ma.us or call me directly at 508-358-6910.

Respectfully Submitted,

David G. Houghton

David G. Houghton
Fire Chief

POLICE DEPARTMENT

For the third consecutive year, Wayland was named the safest town in Massachusetts by Safewise. Nationally, the town was named the third safest town in the country for municipalities with populations of 15,000 and under. Safewise is a community-focused security organization, committed to increasing safety education, awareness and preparedness.

During the fiscal year, the police department was again successful in obtaining funds through several grant opportunities, such as the Governor's Highway Safety Bureau, "Click It or Ticket", and "Drive Sober or Get Pulled Over" campaigns. Grant funds were also used to audit the department's evidence room and upgrade the Joint Communications Center.

The department participated in two national "Prescription Drug Take Back Day" during the year. In excess of seven hundred pounds of prescription drugs were turned in during the two days from residents who were asked to bring their old and expired prescription drugs to the Public Safety Building. All drugs were turned over to the Drug Enforcement Agency for proper disposal. The department continues the use of a prescription drug drop-off box that was obtained through a program sponsored by the Middlesex District Attorney's office. Residents may drop off unwanted prescription drugs at any time in the lobby of the Public Safety Building. The department continued to provide training for Rape Aggression Defense for senior girls at Wayland High School during the year. This year the department also initiated a program for Rape Aggression Defense for adults. A Citizen Police Academy was held for interested residents to learn about the various aspects of the police department.

The department, through its Youth Officer, continued the A.L.I.C.E. Program throughout Wayland schools during the year. The acronym, A.L.I.C.E., stands for Alert, Lockdown, Inform, Counter and Evacuate, It is the most recent and comprehensive training for response to an emergency involving a school intruder available today.

One new officer began his career with the police department. Officer Ken Davis was hired September 12th,

2016 and completed the police academy in February. Officer Davis has prior military experience, having served in Afghanistan and Iraq. He is currently a member of the U.S Army Reserves. At the end of the fiscal year, the department was fully staffed at 23 sworn officers.

In fiscal year 2017, the police department continued its efforts to curb the accident rate in our town by enforcing motor vehicle laws, and working with the Wayland Highway Department to insure that roads are well maintained and have appropriate regulatory and warning signs. The accident rate was down twelve percent from the previous year, going from 344 to 302. There were 26 arrests for Operating Under the Influence of Alcohol during the year.

The Wayland Police Department maintained a vigorous training program during fiscal year 2017. All officers received firearms training and attended the police in-service training. Individual officers attended specialized training in subjects such as; Firearms Legal Update, Imposing Discipline, Risk Management Training, Advanced Roadside Impaired Driving Enforcement, Legal Liability Update, Marijuana Legal Update, Effective Community Engagement, Bomb Threat Assessment, SWAT Command Decision Making and Leadership, Domestic Violence Training, Detective School, Crisis Intervention Training, Breath Test Operator Certification, Breaking and Entering Evidence Recovery, Cyber Threats Seminar, Responding / Investigating Internet Based Threats, Officer in Charge, Collection and Preservation of Evidence, Valor Training (Officer Survival), Accident Reconstruction Refresher, Firearms Armorer School, Advanced Criminal Law, Search Warrant Training, Leadership Among Females Seminar, New England Crisis Negotiations Conference, Coplink Training, Liquor Control Act and Fraudulent Documents Training, and Narcotics Enforcement Officers Conference.

During the past fiscal year there were 14,622 total incidents recorded by the department. Additionally, a total of 76 arrests were made. Officers issued 83 criminal summonses and 1,950 motor vehicle citations during the year.

AUXILIARY POLICE

Ride Along Program

This program is an ongoing training program with the Wayland Police Department. An Auxiliary Officer volunteers to sign up to ride as a second officer in a Regular Patrol Unit. During the patrol, the Auxiliary Officer gets practical and on-the-job experience relating to the numerous trainings they attend throughout the year, including Monthly Training Meetings and In-service Training, as well as training from other Officers. This provides the Town with a two-man patrol unit. On many occasions the presence of a second Officer in the initial responding unit has been extremely beneficial.

Training

The Wayland Auxiliary Police Department (WAPD) offers trainings throughout the year to its Officers in order to certify or recertify them in First Responder, CPR/AED, collapsible baton, handcuffing, OC spray, firearms and the Use of Force. Each year, in January and February the Officers receive thirty (30) hours of In-service Training in conjunction with the Framingham Auxiliary Police Department. The training is necessary to comply with MPTC, State, Town and Department policies. The WAPD is made up of a few certified instructors who have conducted some of these trainings and has also had guest instructors from various departments conduct additional trainings.

Turnover Rate

The Auxiliary Department has had 1 Officer resign to become a part time police officer in West Bridgewater, MA this year and it is currently made up of 8 Officers.

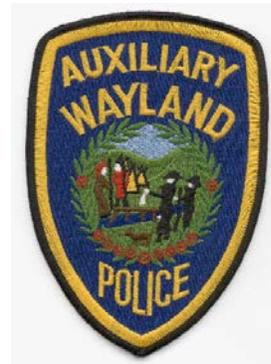
Special Events

This year the WAPD assisted the Natick Auxiliary Police Department with the Boston Marathon. The WAPD also assisted with the Annual Police Department meeting. All Auxiliaries have been completing details to assist the department with filling them.

Special Thanks

Thank you to Chief Robert Irving for the support and guidance in this program. We wish him the best in

retirement. The Wayland Auxiliary Police Department looks forward to working with the incoming Police Chief. Thank you to Officer Christopher Hanlon, Auxiliary Police Commander who dedicates himself to this Unit and strives to make it better. Thank you to all the regular Officers of the Wayland Police Department that have participated in the ride-along Program and have taken the time to enhance the Auxiliary Officers knowledge by allowing Auxiliary Officers to ride-along while they are on regular patrol. The WAPD would like to thank Captain Mark Speigle and the Framingham Auxiliary Police Department for inviting our Officers to take part in the annual In-service Training. Thank you also to all the families and loved ones who have sacrificed time and special days when the Auxiliary Police are called upon for duty.



Ride-a-long Duty

| | |
|------------------|----------|
| 15 Tours of Duty | 60 Hours |
|------------------|----------|

Special Assignments

| | |
|-----------------|-----------|
| WPD Meeting | 16 Hours |
| Boston Marathon | 24 Hours |
| Details | 235 Hours |

Training Assignments

| | |
|---------------------|-----------|
| Monthly Meetings | 435 Hours |
| Firearms Training | 72 Hours |
| In-service Training | 224 Hours |

Total Donated Hours

| | |
|---|--------------------|
| | 1,066 Hours |
| Dollar value based on entry-level Police salary of \$25.35 per hour | \$27,023.10 |

| DOG CONTROL OFFICER | |
|---------------------------------------|------------|
| TOTAL NUMBER CALLS HANDLED | 682 |
| Complaint Calls | 44 |
| Lost Dog Calls | 45 |
| Lost Cat Calls | 22 |
| Other Cat Related | 9 |
| Animal/Wildlife Calls | 68 |
| Miscellaneous Calls | 363 |
| TOTAL ANIMALS PICKED UP | 15 |
| Total Dogs Not Licensed | 7 |
| TOTAL HUMAN BITE CALLS | 12 |
| TOTAL ANIMAL BITE CALLS | 12 |
| 10-day Quarantine Order – Human Bite | |
| Issued | 12 |
| Released | 11 |
| 10-day Quarantine Order – Animal Bite | |

| | |
|----------------------------------|----------|
| Issued | 12 |
| Released | 9 |
| 45-day/6-month Quarantine Orders | |
| Issued | 20 |
| Released | 21 |
| TOTAL # CITATIONS ISSUED | 0 |
| KENNEL INSPECTIONS | 2 |

COMMUNITY SERVICES

COUNCIL ON AGING

The Wayland Council on Aging is dedicated to supporting an age friendly community where older adults are able to live productively, safely and with dignity. The Council On Aging provides PROGRAMS and SERVICES that reflect the unique social, educational, medical, financial and wellness needs of maturing adults (60 yrs+ - approx. 3700 resident). The COA also serves as a senior advocate and vital resource for non-seniors who are assisting an aging family member. Identifying transportation options and networking opportunities that promote independence and reduce social isolation were critical concerns in FY2017. The lack of contiguous and dedicated space presented enormous challenges for the small COA staff given the increasing number of residents accessing COA services and programs. Waitlists continue to be the norm.

Council On Aging Statistical Overview for FY2017

- Total hours volunteered at the COA in FY 2017: 4885 Hours (148 Volunteers)
- Home Delivered Meals delivered in FY2017: 5,750 meals. A volunteer team lead by COA’s Volunteer Coordinator schedules the shuttle drivers and delivery drivers to handle three delivery routes in Wayland. Volunteers deliver more than a meal ...it

is a caring check-in with our more isolated residents.

- FISH Transportation –36 Volunteers organized and provided 120 rides (240 segments) to 32 locations for residents in need of transportation to medical appointments. Volunteers served local medical offices as well as Boston medical centers.
- SHINE Volunteers (health insurance counseling) provided over 400 confidential appointments in Wayland at the COA.

In support of an age friendly community, the COA reviewed the effectiveness and potential options for the “Elder At Risk” program established many years ago. The Fire Chief met with the COA and was critical in brainstorming a new program (WAY-SECURE) to serve seniors as well as the entire Wayland population. The four part Way-Secure program included a confidential Structure File to better assist first responders en-route to a residence that had registered for the program. Other components of Way-Secure included “File of Life”, Home Safety Evaluation and the Safety Net Tracking System. With the COA as a community partner for registration, the Fire Department’s WAY-SECURE program was launched in FY2017. Area communities immediately contacted the

COA to see how they too could have such a program available in their community.

For many residents living alone, the COA continues to be their safety net when they encounter challenges with independent living– no power, telephone disconnected, no heat. For new residents moving into town or residents who are feeling isolated, the COA is the networking base, just as

the schools are the networking base for younger families with children. The COA’s diverse program offerings (trips, educational classes, social events, discussion groups as well as comprehensive services) account for the COA’s high percentage of older adults accessing programs. In FY2017 approximately 60% of Wayland senior population requested information or actively participated at the COA.



Space constraints and off-site storage challenged COA staff in processing over 200 medical equipment requests



“Dancing on the Green”
COA’s Outdoor Concert Series



“Gallery” Presentation
COA Art History

| | |
|---|--|
| <p>Understanding the focus of staff positions facilitates understanding of COA programs and services -2017</p> <p><u>COUNCIL ON AGING, DIRECTOR (FT)</u></p> <p>Oversees all COA programs and services and develops initiatives with Town Departments and local organizations to enhance quality of life and safety for older adults; Refines COA mission and goals as need change; Serves as liason to: Council On Aging Board, Senior Tax Relief Committee, Local Emergency Plan Committee, Friends of the Wayland Council On Aging, Inc, COA-CC, DUNS COA Directors; monitors all C contracts and agreements</p> | |
| <p style="text-align: center;"><u>COA PROJECT COORDINATOR</u></p> <p style="text-align: center;">18 hours/week</p> <ul style="list-style-type: none"> – Summer Concert Series and partnership programs with town organizations (scheduling, contracts, sponsorships) Attendance totaled 900 for the 5 wk series – Tax work Off Program Coordinator: 40 positions (considered temporary part time TOW employees by IRS) – Supervision of all grant funded positions – Develops and administers trip schedules including outsourcing of van drivers, equipment operation and all trip detail (980 rides provided in FY2017); Given sustained growth in COA users, COA voted to pursue increased hours for PC position to address: <ul style="list-style-type: none"> ▶ Transportation Studies/Options <ul style="list-style-type: none"> ▶ Community Needs Assessment ▶ COA Programming ▶ Integrating credit card option with MSC software other registration applications | <p style="text-align: center;"><u>COA OUTREACH COORDINATOR</u></p> <p style="text-align: center;">29 hours/week</p> <ul style="list-style-type: none"> – Vital resource for information on options for housing, home care, hospice, transportation and quality of life issues (including elder at risk and protective services concerns) – COA Outreach Coordinator is the only trained access point in Wayland for residents of any age seeking LIHEAP Fuel Assistance – Registers residents for Way-Secure – Assist residents with Circuit Breaker apps and other tax relief initiatives – Office hours at 106 Main and Bent Park housing to address resident concerns and Case Management for older adults who are working with Social Security MA Health, Medicare, VNAs, homecare agencies, SHINE; home visits to assist with applications or advocacy – Off-site meetings with prof organizations |

| <p align="center"><u>COA VOLUNTEER COORDINATOR</u> (Grant Funded Position, 16 hours/wk)</p> | <p align="center"><u>COA OFFICE COORDINATOR</u> Admin Asst (FT)</p> |
|---|---|
| <ul style="list-style-type: none"> -Recruit, train, place ~150 Volunteers -Schedules all Meals on Wheels drivers (~5700 meals delivered FY17) -Works with FISH coordinators (Friends in Servicer Helping) to schedule Medical Rides (~240 rides provided FY17) - Developed successful Pen Pal Program with WCPA children and older adults - Overseer of year-long activities culminating in Children’s Holiday Shoppe (a 30yr intergenerational tradition with over 250 children attending) - Coordinates Handyman Fix It Program Develops and evaluates volunteer programs. Schedules training sessions, communication with BayPath Elder Services, Protective Services; designed inventory-tracking system for active medical equipment loan | <ul style="list-style-type: none"> -Phones (~75 calls/day, processes visitors requesting services, - Oversees all office function and supplies, tracks space reservations and cancellations, issues user IDs, tracks attendees at programs - Registers and schedules residents for programs and monitors wait lists - Release of Responsibility forms - Processes all program fees paid, bills etc thru MUNIS software - schedules and confirms appointments for SHINE (410 appts FY2017, Podiatry, Legal, Nutrition - Tracks resident participation in Fitness classes and prepares forms for residents submitting for insurance reimbursements - Preps MUNIS reports; Collects and deposits all cash/check payments |

**COUNCIL ON AGING /
COMMUNITY CENTER
ADVISORY COMMITTEE**

Note: This committee met from 2014 through Spring 2016 when its charge from the BOS expired.

Committee Members: Persons who served on the committee included: Steve Correia, Ken Isaccson (1st year only), Frank Krasin, Carol Martin, Mark Foreman, Jean Milburn, William Sterling, Andrew Reck, Julie Secord (ex officio)

Articles Submitted to the Town Warrant related to this committee:

1. *April 2015* - ARTICLE 26: APPROPRIATE FUNDS FOR DUE DILIGENCE AND FEASIBILITY DESIGN FOR A PROPOSED COUNCIL ON AGING/COMMUNITY CENTER AT WAYLAND TOWN CENTER Proposed by: Board of Selectmen Estimated Cost: \$150,000
2. *Nov 2015* - ARTICLE 3: ACQUIRE MUNICIPAL PARCEL IN TOWN CENTER Sponsored by: Board of Selectmen Estimated Cost: \$1.00
3. *April 2016* - ARTICLE 21: APPROPRIATE FUNDS FOR DESIGN, CONSTRUCTION DOCUMENTS AND BIDDING FOR A PROPOSED COUNCIL ON

AGING/COMMUNITY CENTER AT WAYLAND TOWN CENTER Sponsored by: Board of Selectmen and Council on Aging/ Estimated Cost: \$425,000 Community Center Advisory Committee

History: On November 17, 2014, the (BoS) created the Council on Aging/Community Center Advisory Committee (CoA/CCAC) and charged this advisory group with reviewing space needs and potential use of the municipal pad at the Town Center. The CoA/CCAC issued its report to the BoS, indicating that the finished exterior envelope of the existing building on the municipal pad and its partially finished interior offered excellent reprogramming potential for town use. Based on this assessment and the guidelines of the Massachusetts State Council on Aging, the CoA/CCAC recommended that the existing 10,500 sq. ft. building be renovated. Further, it suggested that an addition could be constructed. Their overall stated goal being to create a multi-generational senior/community center, which would provide more utility and value to the community than a free-standing Senior Center. It was suggested that the building could be used weekdays by the CoA, and during evening and weekend hours by the Recreation Department, for meetings, for rental, and by resident groups.

The CoA/CCAC employed CMG Environmental, Inc. to conduct a Phase I Environmental Study of the 4.16 acre parcel. In a letter dated August 17, 2015, from Benson R. Gould, LSP, LEP of CMG Environmental, Inc., Mr.

Gould wrote, "...the identified concentration of PCB's in soil would not pose a significant risk of harm to human health, public welfare, safety, or the environment under any current or reasonable foreseeable future scenario of unrestricted use (including recreational, day care, or gardening use of the Site)." The site retains Federal Statute protection. All remediation costs of any contaminants that may be discovered at a future time shall remain the responsibility of the prior owner who caused the contamination.

The committee may be formed again once the Town acquires the land and building at the Town Center municipal site. Their charge is likely to include completion of the due diligence, testing and final soil reporting on the site before the ATM of 2018. The committee anticipates re-submitting an article similar to Article 21 noted above for funding the design services of necessary alterations and additions to the existing building on the municipal parcel at the same 2018 ATM.

SENIOR TAX RELIEF COMMITTEE

The Senior Tax Relief Committee (7 members) is appointed by the Board of Selectmen and meets on the second Wednesday of even numbered months at 7 pm in the Town Building unless posted otherwise. The Board of Selectmen appointed the following residents to this Committee for FY2017: Rebecca MacGregor (Chair), Steve Colella (Vice Chair), Anne Gilbert (Clerk), Pauline DiCesare, Joan Bradford, and Linwood Bradford. Julie Secord, Director of the Council on Aging (COA) attends as the COA liaison. Ellen Brideau, Director of Assessing also serves as an informational resource to this Committee.

The Senior Tax Relief Committee meets bi-monthly to evaluate the effectiveness of existing tax relief options in Wayland. The Senior Tax Relief Committee considers measures that could help to alleviate the excessive property tax burden imposed on many senior households due to the escalation of property taxes relative to their household incomes. Awareness of proposed tax relief legislation and initiatives proposed by the Massachusetts Council on Aging is of priority importance to this committee; especially when advocating for state and/or local programs that could alleviate tax burden for seniors.

In Fiscal Year 2017, the Committee continued to develop and design information cards as a way to inform residents of the statutory exemptions, tax deferral, the state Circuit Breaker ("CB") program, Wayland's CB Town Match,

Valor Act and the COA Property Tax Work Off program. The Information cards are developed in coordination with the Tax Assessors Office that verifies accuracy of information.

Senior Tax Relief members Joan and Linwood Bradford continued to serve as liaisons to the MCOA Property Task Force. Through participation in the MCOA Advisory Task Force, the Senior Tax Relief Committee has increased their awareness of legislative actions and initiatives to guide their agenda.

The Committee continues to explore tax relief options in neighboring communities and will determine in FY18 if their initiative to change the income parameters on the statutory exemptions at the state level will need to be a pursued as a local option to benefit income eligible residents more readily. The appeal to do this on the state level through the appropriate legislative process encountered challenges.

The Senior Tax Relief Committee welcomes those interested in senior tax relief options to attend the bi-monthly meetings and/or to consider appointment should there be a vacancy.

WAYLAND COMMUNITY FUND

Wayland Community Fund Completes Successful Year

The Wayland Community Fund completed a successful year in which it was able to meet numerous requests for financial help. Originally funded by a bequest from Suzanne Leavitt the fund is now supported primarily by contributions from Wayland residents and businesses.

During the last fiscal year the WCF provided **\$28,717** in financial assistance in Wayland. Overdue utilities accounted for 35% of the expenditures, rent 24%, with the remainder covering a wide variety of bills including medical costs, food, and children's items. The Wayland residents who were helped included elderly individuals with serious illnesses, single parents who were out of work, a severely disabled parent with small children, and a family who had taken in children who were at risk.

Applicants must submit a request that includes financial information. We do not provide cash; we pay bills. Since it was established in December 1997

the organization has provided over \$500,000 in assistance to people who live in Wayland.

The WCF is staffed by five unpaid volunteers. We receive no public or taxpayer funding. There are no overhead costs as the volunteers pay for mailings, brochure preparation, printing, and all incidental expenses. One hundred percent of every dollar that is contributed goes directly towards helping people in Wayland.

Michael Patterson, Chairman

HOUSING AUTHORITY

The Wayland Housing Authority (WHA) provides, maintains, administers, and advocates for housing for low- and moderate-income people in Wayland. The WHA is a municipal corporation apart from the Town but enjoys a collaborative relationship with the Town in pursuit of our shared interest in promoting, creating, and preserving affordable housing in Wayland. The WHA receives policy direction and oversight from a five-member Board of Commissioners and has an able professional staff to run its housing programs and maintain its properties.

In addition to managing the 111 subsidized public housing units at the Cochituate Village Apartments (CVA) and Bent Park for elderly and/or disabled low-income tenants and 25 scattered sites for low-income families, administering the Section 8 mobile housing assistance payment vouchers, and supporting tenants' independence through the Family Self-Sufficiency program, the WHA has been acting to preserve privately-owned affordable housing in Wayland by monitoring for compliance with deed restrictions, such as those requiring owner-occupancy or offering right of first refusal to the Town if the unit is being sold. The Town Administrator requested money from Community Preservation funds and the Wayland Municipal Affordable Housing Trust Fund in order to compensate a housing consultant to manage affordable housing in Wayland and has approached the WHA for a proposal to provide services related to affordable housing. The arrangement has not been solidified as of the close of the fiscal year.

The WHA works closely with other housing-related committees and WHA members serve on the Housing Partnership, Community Preservation Committee, and Affordable Housing Trust. This work has also been facilitated by occasional joint meetings of the housing and planning boards. The WHA has been considering whether, in collaboration with the Affordable Housing Trust, it can

create additional units on WHA properties. This involves agreement from the U.S. Department of Housing and Urban Development (HUD), which has proven difficult to secure.

The WHA's biggest news of FY17 is that we have nearly completed installation of the fire suppression system at the CVA and it appears that we will be able to release more than \$200,000 back to the Town. We gratefully acknowledge the Town's financial support, both through appropriation from Community Preservation funds and the Town's capital budget.

We also began the process for improvements in the stairwells in Bent Park buildings and for exterior improvements to walkways. We are pleased to report that our properties remain in very good condition, thanks to excellent ongoing maintenance and a forward-thinking capital improvements plan. Once again, HUD has designated the WHA as a High Performer, measuring facilities maintenance, financial management, program management, and capital improvements. In addition, WHA received a near-perfect score on the Section 8 Management Assessment Program. Kudos and appreciation to the WHA's extraordinary staff for their commitment to the program and the people we serve.

The Commissioners extend appreciation to Jackie Ducharme, who left the Board this year after serving since 2012.

Visit our pages on the Town website for information about applying for public housing or to understand more about affordable housing in Wayland. Thank you for your support.

Susan Weinstein, Chair
Mary Antes
Russell Ashton
Kevin Goodwin
Brian Boggia, Executive Director

HOUSING PARTNERSHIP

The WHP works with the community to lead and support efforts to meet the affordable housing needs of the Town of Wayland. To do this, it works with the Town to develop affordable housing action plans based on housing needs studies; establish criteria to evaluate affordable housing proposals; make recommendations on the pros and cons of particular housing proposals; identify local, state, and federal housing resources to further development; locate available land suitable for

development; review land use regulations and zoning bylaws; work with developers of affordable housing; increase public awareness through forums and other public events. In short, the WHP is committed to advocating for affordable housing, consistent with the needs of the Town, while also considering community concerns. The WHP is intent on finding ways to comply with the state mandate required of all cities and towns: no less than 10% of the year-round housing stock should be affordable to households earning no more than 80% of the area median income.

The Board of Selectmen appoints the nine members of the committee. This includes a member or representative of the Board of Selectmen and representatives chosen by the Wayland Housing Authority, Planning Board, Conservation Committee, School Committee, the Wayland Clergy Association, and three members from the community at large. Members serve for staggered three-year terms.

The WHP met eight times during the fiscal year; six were regularly scheduled meetings and two meetings were held jointly with other committees and boards concerned with affordable housing. On March 7, 2016 we held a meeting with the Planning Board and discussed the proposed 40B development at 24 School Street (Windsor Place).

On May 9, 2017 the WHP met with the Planning Board, Housing Authority, and the Municipal Affordable Housing Trust. This was the fifth housing meeting held with these various committees. Following Town Meeting approval to use Community Preservation funds to hire a part-time housing consultant, the agenda included providing input to the Town Administrator about the specific responsibilities of this new hire. The draft 40B summary also was reviewed. The first joint housing committee meeting was held on January 20, 2015 at the initiation of the WHP. Rachel Bratt, chair of the WHP, serves as the convener of these joint housing committee meetings.

Two open meetings (at regularly scheduled WHP meetings) were held with Mr. Steven Zieff (September 13, 2016 and February 14, 2017), who is proposing a 40B development at the former Mahoney's site, 115 Boston Post Road (Brookside development). About 30 residents attended the latter meeting. Several WHP members participated in a site visit at 24 School St., with developers and with a MassHousing staff member.

Following several years of work, the Town's updated Housing Production Plan, which describes the Town's housing needs and outlines how statewide affordable

housing goals will be attained, was completed, submitted, and approved by the state's Department of Housing and Community Development in summer-fall, 2016. This would not have been possible without Susan Weinstein's "9th inning" heroics in making the final revisions.

In other 40B activity, the WHP drafted a letter to the Board of Selectmen summarizing our concerns and recommendations about the proposed plan for the development of the 24 School St. property (Windsor Place Development).

The WHP led an effort to revise a summary document explaining the 40B process in Wayland. The last such document was written around 2007. The new document, which is based on guidelines that had been released by the Massachusetts Housing Partnership in March 2017 and was reviewed by the various town committees and boards that deal with housing, as well as the Town Administrator and Town Counsel.

The second two families moved into their permanently affordable Habitat for Humanity homes at 91-97 Stonebridge Road; this project had been spearheaded by WHP member, Mary Antes. The project is now complete. We acknowledge and thank Mary Antes for her leadership in making these four units a reality.

Among our other activities: (1) Chris Di Bona continued to serve on the River's Edge Advisory Committee. After evaluating multiple responses to a revised Request for Proposals, REAC recommended to the Board of Selectmen that Wood Partners be chosen. The BOS concurred, and 188 rental units are planned, with 25% affordable. (2) Rachel Bratt met with the consultant to the Town Administrator as part of the former's assessment of Town boards and committees concerned with housing issues. There also were additional meetings and communications with the Town Administrator regarding the consultant's recommendations for reorganizing town committees that deal with housing. (3) We continued conversations about the Covered Bridge project; WHP has been successful in getting three affordable units to be developed on-site. (4) We met with Brian Boggia to discuss various issues related to the monitoring of 40B affordable units.

Four WHP members resigned this year. We thank Betty Salzberg, Marty Nichols, Pat Harlan, and Jennifer Steel for their service on the WHP. (Jennifer briefly replaced Marty Nichols as representative from the Housing Authority, prior to her being elected as an Associate Member of the Planning Board.) Joanne Barnett was appointed as the representative from the Conservation Commission. The

WHP ended the fiscal year short of two members, including one representative from the Housing Authority and one from the Board of Selectmen.

Mary Antes
 Joanne Barnett
 Kathleen Boundy
 Rachel Bratt, Chair
 Chris DiBona
 Stephanie May
 Armine Roat

**MUNICIPAL AFFORDABLE
 HOUSING TRUST
 FUND BOARD**

The Town of Wayland Municipal Affordable Housing Trust Fund (WMAHTF or “Trust”) was established by Town Meeting vote in the spring of 2014. The purpose of the Trust is to “provide for the creation and preservation of affordable housing in the Town of Wayland for the benefit of low and moderate income households.” Trustees include representatives of the Board of Selectmen, Planning Board, Wayland Housing Authority, and Wayland Housing Partnership, as well as three at-large members.

The Trustees spent a number of meetings discussing the possibility of converting one large Wayland Housing Authority (WHA) single family scattered site unit into a duplex and potentially building an additional unit on an existing WHA property. However getting HUD approval proved to be too onerous, at least for the present.

In addition, the Trust has investigated the possibility of purchasing small market-rate houses, renovating, and then renting or selling them to qualified buyers. Trusts in a number of other communities have such buy-down programs. Because of the high subsidy required, we have found it difficult to initiate such a program in Wayland.

Combining the idea of adding units on existing properties with a buy-down program, the Trustees are looking at single family houses with enough land to potentially build an additional unit or two. The Trust’s offer to acquire real property located on West Plain Street was not accepted, but the Trustees plan to continue to pursue this option.

At the 2017 Annual Town Meeting, the Town approved

the transfer to the Trust of \$89,019 in designated community housing funds from the Community Preservation Fund. In subsequent years, there will be an article to transfer the current year’s portion of the Community Preservation Fund set-aside for community housing to the WMAHTF. Expenditures during the fiscal year included \$2,500 for the annual audit and \$125 for professional fees associated with a potential development opportunity.

The following is a summary of the WMAHTF’s financial activity for the fiscal year ended June 30, 2017:

| | |
|----------------------------------|---------------------------|
| Fund Balance – beginning of year | \$1,105,314 |
| Net change | <u>\$95,088</u> |
| Fund Balance – end of year | <u>\$1,200,402</u> |
| Net Change Revenues | |
| CPA contributions | \$89,019 |
| Investment income | <u>\$8,694</u> |
| Total revenues | \$97,713 |
| Expenses | <u>(\$2,625)</u> |
| Net change | <u>\$95,088</u> |

At June 30, 2017, the WMAHTF’s fund balance was held in two interest bearing savings accounts (aggregate of \$590,084) and four 18-month certificates of deposit (aggregate of \$610,318), with interest rates ranging from 1.24% to 1.49%, at The Village Bank, Wayland, MA.

The WMAHTF’s audited financial statements are available on the Town’s website or may be requested from the Town’s Finance Director, 41 Cochituate Road, Wayland, MA.

Trustees: Mary M. Antes, Robert Duffy, Stephen A. Greenbaum, Brian T. O’Herlihy, Michael Staiti, Susan Weinstein, and one vacancy

VETERANS’ AGENT

The West Suburban Veterans’ Services District (W.S.V.S.D.) includes the Towns of Wayland, Needham, Wellesley and Weston. Director Sarada Kalpee works with the resident veterans and their families within the district to assist them with benefits and services that they may be entitled to in accordance with the provisions of MGL Chapter 115. The district fully supports and works in conjunction with the Public Ceremonies Committee in an effort to continue to ensure sincere and respectful observations

for the Memorial Day and Veterans' Day Ceremonies. Pursuant to MGL c 115, the district also supports the efforts of the Graves Officer, to ensure proper internment, care, and maintenance for veterans' burials and their graves.

The district office has been very busy assisting veterans and their spouses in negotiating the challenging bureaucratic procedures that are associated with the state and federal government. We provide assistance and guidance to help veterans apply and access the VA Health Care system. Our office maintains a high volume of cases that involve assisting veterans and their families' with applications for disability and pension claims. We have applied our knowledge and experience to obtain the maximum obtainable benefits to which they deserve and are entitled to receive.

During FY'17, \$6,271.20 was expended in public assistance for Wayland resident veterans and their families, who were in need. These expenses were dispersed in accordance with MGL c115. Veterans returning from Afghanistan, Iraq, and other combat areas from around the globe will require encouragement, guidance, and assistance in their transformation back to civilian life. In addition, aging veterans may require greater assistance with their healthcare benefits and other needs.

Mr. Richard Turner, the Graves Officer for the Town of Wayland, has undertaken responsibilities of caring for the graves of the interred veterans from Wayland. With great pride and dedication. Mr. Turner works cohesively with the Wayland DPW to record veteran's plots. He is assisted by Mrs. Kathy Hodges and the Girl Scouts, as they continue their tradition of dressing the Veteran's graves with over 1200 flags for Memorial Day. He has also been very active in the resurrected Wayland American Legion Post # 133. Post Commander, Paul Rufo and the members of the Post have been actively engaged in participating in community events. Also they have been very instrumental in assisting Mr. Turner and the Public Ceremonies Committee in planning and coordinating the Memorial and Veteran's Day observances.

**Please feel free to contact us at
781-850-5504
or visit our website at
www.westsuburbanveterans.com**

Other notable points of interest:

- On Wednesday, November 11, 2016, there was solemn and respectful observance honoring all veterans at the Veteran's Memorial at the Wayland Town Building with the assistance of Cmdr. Carl Bernardo and the American Legion Post #133.
- In recognition of Purple Heart Day each year on August 7th the Purple Heart Flag will be flown at the Town Building.
- In accordance with the Valor Act Wayland established the Veteran's Real Estate Tax Work off Program in conjunction with the Assessor's Office.

The West Suburban Veterans' Services District is anticipating an exciting year working with veterans, their families, and the entire Wayland community.

Wayland Office Hours are held on Tuesday's from 9:00 a.m. to 4:00 p.m. and by appointment at the Wayland Town Building. Our main office is in Wellesley and we can schedule an appointment at your convenience at any of the office locations or a home visit if needed.

VETERANS' GRAVES OFFICER

The Veterans Graves Officer is established under MGL Chapter 115 Section 9

This year the Veterans graves officer supervised the placement by the Girl Scouts of 1400 flags on the Veterans Graves in the Wayland's three public cemeteries and one private cemetery. This year, there were 37 burials of veterans in Wayland. The Veterans' Graves Officer worked closely with the Department of Public Works to maintain a database of all veterans buried in the town's cemeteries. He also assisted with the procurement and installation of replacement markers for the flags on the graves of the veterans.

Richard P. Turner, USN Ret.

YOUTH ADVISORY COMMITTEE

The Youth Advisory Committee (YAC) oversees the Youth and Family Services Department (WYFS). This board is comprised of appointees representing the Board of Health, the Board of Selectmen, the School Committee, the Wayland Police, and the Wayland Clergy Association. Five categories of services are provided by the department: counseling; consultation;

community education and prevention; information and referral; and crisis intervention. After hours emergency coverage is provided by Psychiatric Emergency Services in Framingham.

Confidential counseling services are provided free of charge to Wayland children and their families, and for children attending Wayland schools. They are seen at home, at school, or in our office in the Town Building. Issues may include typical problems encountered in daily living as families grow and change, such as communication problems, family conflict, stress management, depression and anxiety, suicidality, and coping with divorce, illness, and death. In addition, we offer evaluation and treatment for substance abuse. In collaboration with the Assistant District Attorney's Office and the High School, we offer a suite of services as a constructive alternative to court involvement or school sanctions for youth who are apprehended for non-violent illegal activities. We maintain an on-site presence at the high school to increase access for students and faculty.

Our staff is available on an informal basis to provide consultation on issues related to the development and psychological wellbeing of children, teenagers, and families. Parents, school personnel, and others in our community who have ongoing contact with youth are invited to call.

Prevention and community education initiatives typically focus on topics related to developmental processes and mental and physical well-being of children and families. In collaboration with Friends of WYFS, Parent/Teacher Organizations, and other Town departments, we provide lectures, workshops, and other informative events each year. We also co-lead discussion groups for parents, offering support and information to address challenges in parenting at each stage of development. In recent years we have facilitated groups for grandparents who are active in their grandchildren's care, and for parents of preschool children.

Friends of WYFS is a group of parents who plan and execute community education programs that focus on

parenting and wellness issues. This past year they sponsored a workshop with Rachel Rice, who demonstrated some unique techniques for managing stress and anxiety.

In FY15 our department became the home for WaylandCares, a community-based substance abuse prevention program which promotes health and wellness in youth and families. WaylandCares is supported by Town funds and a federal Drug Free Communities grant. WaylandCares staff members have established an active community prevention program and provided support to wellness classes, Middle School and High School leadership programs, speakers, and community education on topics including internet safety, substance abuse prevention, and parent education. For the second year, WaylandCares provided a week-long youth leadership training opportunity, "Empower," which was attended by 20 middle and high school students in late June. In addition, student leadership groups at the Middle School and High School have undergone prevention training and support the WaylandCares mission on an ongoing basis.

In recent years, providing opportunities for community service has become an important part of our mission to support healthy development in Wayland youth. Each spring, we work with the High School to put on the annual High School Community Service Awards Ceremony, where this past year we recognized 28 high school students for providing significant service over the previous twelve months. Also honored was Ellen Jacobs, a Wayland Middle School literacy specialist who mentored her students in their efforts to support literacy programs for underprivileged children.

Tyler Castagno and Lisa Raftery joined the Youth Advisory Committee this year, representing the Police Department and the Board of Health, respectively.

CULTURAL COUNCIL

Cultural Council Members:

Kara Brewton
 Barbara Hoffman
 Barbara Holtz (Secretary)
 Matthew Ludwig (Assistant Secretary)
 Brenda Ross (Treasurer)
 Jon Saxton (Chair)

Wayland Cultural Council (WCC) is one of 329 Local Cultural Councils of the Massachusetts Cultural Council (MCC). Each year, the MCC allocates funds to the LCCs for re-granting to individuals and organizations. Each LCC is encouraged to “promote excellence, access, education and diversity in the arts, humanities and interpretive sciences, in order to improve the quality of life for all Massachusetts residents and to contribute to the economic vitality of our communities.”

The grant deadline is mid-October every year, and is able to help fund projects that happened from the previous July through December of the following year. For example, in FY2018, WCC grant applications are due October 15, 2017. This funding will be awarded for projects planned for July 1, 2017 through December 31, 2018. Money becomes available after January 1, 2018, and is awarded by the WCC and other Local Cultural Councils on a “reimbursement” basis upon the completion of each project.

In FY2017, Wayland Cultural Council funded \$5,046 towards the following projects or events:

- *Wayland Concert Series:* a concert for cimbalom and voice (presented at Wayland High School)
- *The Wayland Poetry Garden,* an installation May-Oct. 2017

- *Wayland Reads:* Library-presented lectures and readings, re: art and art heists (i.e. Gardner Museum)
- *Arts Wayland:* visual arts studio space re: drop-in workshops and classes, lectures
- *The Marble Collection:* student mentoring workshops in writing, the arts
- *Ed the Wizard:* “Reading is Magic!” interactive program for children
- *The Discovery Museum: Especially for Me* (a special needs program)
- *JiuQing Zhou:* Town Library display: artist’s exquisite Chinese calligraphy
- *Wayland COA:* Swing into Spring dance and big band concert for seniors
- *Wayland Chinese American Association:* Chinese Lunar New Year Celebration, held at Wayland High School
- *Musicians of the Old Post Road:* music of Baroque era composers, London, England

More information about the WCC can be found on the MCC website:
<http://www.mass-culture.org>,
 as well as on our WCC Facebook page:
<https://www.facebook.com/waylandculturalcouncil/>

WAYLAND COMMUNITY ACCESS AND MEDIA INC. (WAYCAM)

Wayland Community Access and Media, Inc., (WayCAM) is the independent, non-profit corporation that oversees Wayland's local access station, and broadcasts on Comcast Channels 8, 9, 99 and Verizon Channels 37, 38, 39. WayCAM's employees are Jim Mullane, Executive Director, and Mark Foreman, Production Manager. They are assisted by student and adult resident volunteers, and part-time employee Robbie Bullard, who provides technical support for Town Building shoots.

Statistics and Highlights. WayCAM broke its 2016 production record, averaging 68 programs each month, an increase of six programs. We taped 814 programs this year, marking an increase of 69 programs. We nearly doubled production hours, totaling 4,997 compared to 2016's 2,615 hours.

The website garnered 23,643 visits this year, averaging 1,971 monthly. On-Demand tallies show 11,717 shows were viewed online, an increase of 2,572 programs for the year. We continue to upgrade our technology to enhance town services. In the new Department of Public Works (DPW) building, we added an HD studio to facilitate the broadcasting of DPW meetings. Town Building sound systems were upgraded for Planning Board, Senior Center and School Committee rooms. The high school's sound system in the theater studio was upgraded, and the sound is significantly clearer.

An HD studio rooftop camera has been added for live coverage and images for programming done in the studio. The Editing Suite has three new computers with Adobe Premier as their non-linear editing system. Studio cameras have been upgraded with three pedestals for covenant setups and better shot compositions for productions.

Community Outreach. WayCAM taught 10 Community Access classes to residents and gained new programs and volunteers. A new and very popular program is "Buddy Dog Spotlight." Community relationships are strengthened by affiliations with school district programs like the Pegasus Summer Program, Girl and Boy Scouts troops, and WayCo Amateur Sports Development, Inc. Outreach to Framingham State University continued and three interns joined our studio and supported local producers' efforts. WayCAM is active in the Wayland Business Association and

supports members creating educational programs for the community.

Short Films Earn International

Awards. Wayland High Schools' honors Script-to-Screen class produces short films each academic year. To date, students have won 14 international awards. "This Girl Named Lucy" by Thomas Leacu – now studying drama at Boston University – won two international awards, the Silver Award from The Communicator and the Bronze Award from the Telly program. Two WHS graduates who had been very involved as students continued to pursue their interest during the summer of 2016. "New Contact" by Jason Mai and "Transference" by Parker Bryant each received a Silver Award from The Communicator. In addition to film production, high school students were involved in 137 community programs and filled 244 crew positions.

WayCAM Scholarships. WayCAM awarded its \$2,000 merit scholarship to Julia Reck, a very deserving graduating senior.

WayCAM's Essential Presence. The Board of Directors appreciates the continued professionalism and commitment of Jim Mullane, executive director, Mark Foreman, production manager, and Robbie Bullard, production assistant. WayCAM is certainly an integral and respected part of community life, and that status clearly reflects our three staff members' collective creativity, willingness to innovate, and solid work ethics.

Respectfully submitted,
Connie Burgess, Secretary/Clerk BOD



STATE PRIMARY ELECTION – SEPTEMBER 8, 2016

Eligible Voters: 9210
 Total Votes Cast: 373
 Percent of Voters: 4%

| | PREC 1 | PREC 2 | PREC 3 | PREC 4 | TOTALS |
|--|-----------|------------|-----------|-----------|------------|
| <u>DEMOCRAT</u> | | | | | |
| <u>REPRESENTATIVE IN CONGRESS</u> | | | | | |
| Blanks | 6 | 10 | 1 | 7 | 24 |
| Katherine M. Clark | 69 | 91 | 61 | 49 | 270 |
| Write-In | 0 | 0 | 0 | 0 | 0 |
| TOTALS | 75 | 101 | 62 | 56 | 294 |
| <u>COUNCILLOR</u> | | | | | |
| Blanks | 16 | 19 | 8 | 15 | 58 |
| Robert L. Jubinville | 59 | 81 | 53 | 41 | 234 |
| Write-In | 0 | 1 | 1 | 0 | 2 |
| TOTALS | 75 | 101 | 62 | 56 | 294 |
| <u>SENATOR IN GENERAL COURT</u> | | | | | |
| Blanks | 13 | 17 | 8 | 13 | 51 |
| Kristopher K. Aleksov | 62 | 83 | 54 | 43 | 242 |
| Write-In | 0 | 1 | 0 | 0 | 1 |
| TOTALS | 75 | 101 | 62 | 56 | 294 |
| <u>REPRESENTATIVE IN GENERAL COURT 13th MIDDLESEX DISTRICT</u> | | | | | |
| Blanks | 7 | 11 | 2 | | 20 |
| Carmine Lawrence Gentile | 67 | 90 | 60 | | 217 |
| Write-In | 1 | 0 | 0 | | 1 |
| TOTALS | 75 | 101 | 62 | | 238 |
| <u>REPRESENTATIVE IN GENERAL COURT 14th NORFOLK DISTRICT</u> | | | | | |
| Blanks | | | | 9 | 9 |
| Alice Hanlon Peisch | | | | 47 | 47 |
| Write-In | | | | 0 | 0 |
| TOTALS | | | | 56 | 56 |
| <u>SHERIFF</u> | | | | | |
| Blanks | 3 | 8 | 2 | 5 | 18 |
| Peter J. Koutoujian | 58 | 84 | 55 | 45 | 242 |
| Barry S. Kelleher | 13 | 9 | 5 | 6 | 33 |
| Write-In | 1 | 0 | 0 | 0 | 1 |
| TOTALS | 75 | 101 | 62 | 56 | 294 |

| | PREC 1 | PREC 2 | PREC 3 | PREC 4 | TOTALS |
|--|-----------|-----------|-----------|-----------|-----------|
| <u>REPUBLICAN</u> | | | | | |
| <u>REPRESENTATIVE IN CONGRESS</u> | | | | | |
| Blanks | 16 | 17 | 17 | 21 | 71 |
| Write-In | 3 | 0 | 1 | 4 | 8 |
| TOTALS | 19 | 17 | 18 | 25 | 79 |
| <u>COUNCILLOR</u> | | | | | |
| Blanks | 6 | 1 | 2 | 4 | 13 |
| Brad Williams | 13 | 16 | 16 | 20 | 65 |
| Write-In | 0 | 0 | 0 | 1 | 1 |
| TOTALS | 19 | 17 | 18 | 25 | 79 |
| <u>SENATOR IN GENERAL COURT</u> | | | | | |
| Blanks | 0 | 0 | 3 | 2 | 5 |
| Richard J. Ross | 19 | 17 | 15 | 23 | 74 |
| Write-In | 0 | 0 | 0 | 0 | 0 |
| TOTALS | 19 | 17 | 18 | 25 | 79 |
| <u>REPRESENTATIVE IN GENERAL COURT 13th MIDDLESEX DISTRICT</u> | | | | | |
| Blanks | 16 | 17 | 18 | | 51 |
| Write-In | 3 | 0 | 0 | | 3 |
| TOTALS | 19 | 17 | 18 | | 54 |
| <u>REPRESENTATIVE IN GENERAL COURT 14th MIDDLESEX DISTRICT</u> | | | | | |
| Blanks | | | | 23 | 23 |
| Write-In | | | | 2 | 2 |
| TOTALS | | | | 25 | 25 |
| <u>SHERIFF</u> | | | | | |
| Blanks | 18 | 17 | 12 | 21 | 68 |
| Write-In | 1 | 0 | 0 | 2 | 3 |
| Angelo La Civita | 0 | 0 | 6 | 2 | 8 |
| TOTALS | 19 | 17 | 18 | 25 | 79 |

| | PREC 1 | PREC 2 | PREC 3 | PREC 4 | TOTALS |
|--|----------|----------|----------|----------|----------|
| <u>GREEN RAINBOW</u> | | | | | |
| <u>REPRESENTATIVE IN CONGRESS</u> | | | | | |
| Blanks | 0 | 0 | 0 | 0 | 0 |
| Write-In | 0 | 0 | 0 | 0 | 0 |
| TOTALS | 0 | 0 | 0 | 0 | 0 |
| <u>COUNCILLOR</u> | | | | | |
| Blanks | 0 | 0 | 0 | 0 | 0 |
| Write-In | 0 | 0 | 0 | 0 | 0 |
| TOTALS | 0 | 0 | 0 | 0 | 0 |
| <u>SENATOR IN GENERAL COURT</u> | | | | | |
| Blanks | 0 | 0 | 0 | 0 | 0 |
| Write-In | 0 | 0 | 0 | 0 | 0 |
| TOTALS | 0 | 0 | 0 | 0 | 0 |
| <u>REPRESENTATIVE IN GENERAL</u> | | | | | |
| <u>COURT 13th MIDDLESEX DISTRICT</u> | | | | | |
| Blanks | 0 | 0 | 0 | | 0 |
| Write-In | 0 | 0 | 0 | | 0 |
| TOTALS | 0 | 0 | 0 | | 0 |
| <u>REPRESENTATIVE IN GENERAL</u> | | | | | |
| <u>COURT 14th MIDDLESEX DISTRICT</u> | | | | | |
| Blanks | | | | 0 | 0 |
| Write-In | | | | 0 | 0 |
| TOTALS | | | | 0 | 0 |
| <u>SHERIFF</u> | | | | | |
| Blanks | 0 | 0 | 0 | 0 | 0 |
| Write-In | 0 | 0 | 0 | 0 | 0 |
| TOTALS | 0 | 0 | 0 | 0 | 0 |

| | PREC 1 | PREC 2 | PREC 3 | PREC 4 | TOTALS |
|--|----------|----------|----------|----------|----------|
| <u>UNITED INDEPENDENT REPRESENTATIVE IN CONGRESS</u> | | | | | |
| Blanks | 0 | 0 | 0 | 0 | 0 |
| Write-In | 0 | 0 | 0 | 0 | 0 |
| TOTALS | 0 | 0 | 0 | 0 | 0 |
| <u>COUNCILLOR</u> | | | | | |
| Blanks | 0 | 0 | 0 | 0 | 0 |
| Write-In | 0 | 0 | 0 | 0 | 0 |
| TOTALS | 0 | 0 | 0 | 0 | 0 |
| <u>SENATOR IN GENERAL COURT</u> | | | | | |
| Blanks | 0 | 0 | 0 | 0 | 0 |
| Write-In | 0 | 0 | 0 | 0 | 0 |
| TOTALS | 0 | 0 | 0 | 0 | 0 |
| <u>REPRESENTATIVE IN GENERAL COURT 13th MIDDLESEX DISTRICT</u> | | | | | |
| Blanks | 0 | 0 | 0 | | 0 |
| Write-In | 0 | 0 | 0 | | 0 |
| TOTALS | 0 | 0 | 0 | | 0 |
| <u>REPRESENTATIVE IN GENERAL COURT 14th MIDDLESEX DISTRICT</u> | | | | | |
| Blanks | | | | 0 | 0 |
| Write-In | | | | 0 | 0 |
| TOTALS | | | | 0 | 0 |
| <u>SHERIFF</u> | | | | | |
| Blanks | 0 | 0 | 0 | 0 | 0 |
| Write-In | 0 | 0 | 0 | 0 | 0 |
| TOTALS | 0 | 0 | 0 | 0 | 0 |

| |
|---|
| SPECIAL TOWN ELECTION – SEPTEMBER 20, 2016 |
|---|

| | |
|--------------------|------|
| Eligible Voters: | 9210 |
| Total Votes Cast: | 161 |
| Percent of Voters: | 1.7% |

QUESTION 1

| | PREC 1 | PREC 2 | PREC 3 | PREC 4 | TOTALS |
|---------------|--------|--------|--------|--------|------------|
| Blanks | - | - | - | - | 0 |
| Yes | - | - | - | - | 78 |
| No | - | - | - | - | 83 |
| TOTALS | - | - | - | - | 161 |

| |
|---|
| STATE PRESIDENTIAL ELECTION – NOVEMBER 8, 2016 |
|---|

| | |
|--------------------|--------|
| Eligible Voters: | 9791 |
| Total Votes Cast: | 8608 |
| Percent of Voters: | 87.92% |

ELECTORS OF PRESIDENT AND VICE**PRESIDENT**

| | PREC 1 | PREC 2 | PREC 3 | PREC 4 | TOTALS |
|-------------------------------|-------------|-------------|-------------|-------------|-------------|
| Blanks | 29 | 23 | 34 | 50 | 136 |
| Clinton and Kaine | 1626 | 1436 | 1471 | 1581 | 6114 |
| Johnson and Weld | 92 | 92 | 77 | 113 | 374 |
| Stein and Baraka | 19 | 34 | 22 | 23 | 98 |
| Trump and Pence | 418 | 432 | 382 | 452 | 1684 |
| Write-In | | | | | |
| <i>Feegbeh & O'Brien</i> | 0 | 0 | 0 | 0 | 0 |
| <i>Kotlikoff & Leamer</i> | 0 | 0 | 0 | 0 | 0 |
| <i>Moorehead & Lilly</i> | 0 | 0 | 0 | 0 | 0 |
| <i>Schoenke & Mitchel</i> | 0 | 0 | 0 | 0 | 0 |
| <i>McMullin & Johnson</i> | 1 | 5 | 0 | 17 | 23 |
| All Others: | 48 | 31 | 44 | 56 | 179 |
| TOTALS | 2233 | 2053 | 2030 | 2292 | 8608 |

REPRESENTATIVE IN CONGRESS

| | | | | | |
|--------------------|-------------|-------------|-------------|-------------|-------------|
| Blanks | 561 | 523 | 500 | 622 | 2206 |
| Katherine M. Clark | 1648 | 1521 | 1516 | 1648 | 6333 |
| Write-In | 24 | 9 | 14 | 22 | 69 |
| TOTALS | 2233 | 2053 | 2030 | 2292 | 8608 |

COUNCILLOR

| | | | | | |
|----------------------|-------------|-------------|-------------|-------------|-------------|
| Blanks | 275 | 254 | 269 | 299 | 1097 |
| Robert L. Jubinville | 1282 | 1215 | 1190 | 1208 | 4895 |
| Brad Williams | 674 | 584 | 569 | 781 | 2608 |
| Write-In | 2 | 0 | 2 | 4 | 8 |
| TOTALS | 2233 | 2053 | 2030 | 2292 | 8608 |

SENATOR IN GENERAL COURT

| | | | | | |
|-----------------------|-------------|-------------|-------------|-------------|-------------|
| Blanks | 347 | 260 | 319 | 373 | 1299 |
| Richard J. Ross | 685 | 620 | 605 | 825 | 2735 |
| Kristopher K. Aleksov | 1200 | 1172 | 1105 | 1090 | 4567 |
| Write-In | 1 | 1 | 1 | 4 | 7 |
| TOTALS | 2233 | 2053 | 2030 | 2292 | 8608 |

REPRESENTATIVE IN GENERAL COURT 13th MIDDLESEX DISTRICT

| | | | | | |
|--------------------------|-------------|-------------|-------------|--|-------------|
| Blanks | 678 | 590 | 598 | | 1866 |
| Carmine Lawrence Gentile | 1536 | 1452 | 1423 | | 4411 |
| Write-In | 19 | 11 | 9 | | 39 |
| TOTALS | 2233 | 2053 | 2030 | | 8608 |

REPRESENTATIVE IN GENERAL COURT 14th NORFOLK DISTRICT

| | | | | | |
|---------------------|--|--|--|-------------|-------------|
| Blanks | | | | 704 | 704 |
| Alice Hanlon Peisch | | | | 1571 | 1571 |
| Write-In | | | | 71 | 71 |
| TOTALS | | | | 2292 | 2292 |

SHERIFF

| | | | | | |
|---------------------|-------------|-------------|-------------|-------------|-------------|
| Blanks | 658 | 579 | 562 | 694 | 2493 |
| Peter J. Koutoujian | 1558 | 1468 | 1459 | 1584 | 6069 |
| Write-In | 17 | 6 | 9 | 14 | 46 |
| TOTALS | 2233 | 2053 | 2030 | 2292 | 8608 |

QUESTION NO. 1

| | | | | | |
|---------------|-------------|-------------|-------------|-------------|-------------|
| Blanks | 113 | 95 | 114 | 103 | 425 |
| Yes | 479 | 502 | 526 | 462 | 1969 |
| No | 1641 | 1456 | 1390 | 1727 | 6214 |
| TOTALS | 2233 | 2053 | 2030 | 2292 | 8608 |

QUESTION NO. 2

| | | | | | |
|---------------|-------------|-------------|-------------|-------------|-------------|
| Blanks | 66 | 68 | 68 | 59 | 251 |
| Yes | 1043 | 797 | 827 | 1192 | 3859 |
| No | 1124 | 1198 | 1135 | 1041 | 4498 |
| TOTALS | 2233 | 2053 | 2030 | 2292 | 8608 |

QUESTION NO. 3

| | | | | | |
|---------------|-------------|-------------|-------------|-------------|-------------|
| Blanks | 53 | 46 | 55 | 58 | 212 |
| Yes | 1711 | 1629 | 1563 | 1761 | 6664 |
| No | 469 | 378 | 412 | 473 | 1732 |
| TOTALS | 2233 | 2053 | 2030 | 2292 | 8608 |

QUESTION NO. 4

| | | | | | |
|---------------|-------------|-------------|-------------|-------------|-------------|
| Blanks | 41 | 34 | 36 | 40 | 151 |
| Yes | 1114 | 1083 | 1025 | 1046 | 4268 |
| No | 1078 | 936 | 969 | 1206 | 4189 |
| TOTALS | 2233 | 2053 | 2030 | 2292 | 8608 |

| |
|--|
| ANNUAL TOWN ELECTION – MARCH 28, 2017 |
|--|

| | |
|--------------------|------|
| Eligible Voters: | 9945 |
| Total Votes Cast: | 1300 |
| Percent of Voters: | 13% |

| | PREC 1 | PREC 2 | PREC 3 | PREC 4 | TOTALS |
|----------------------------------|------------|------------|------------|------------|-------------|
| <u>MODERATOR (1) 3 YR</u> | | | | | |
| Blanks | 87 | 68 | 69 | 106 | 330 |
| Dennis J. Berry | 314 | 235 | 166 | 235 | 950 |
| Write-Ins | 6 | 4 | 5 | 5 | 20 |
| TOTALS | 407 | 307 | 240 | 346 | 1300 |

BOARD OF SELECTMEN (2) 3 YR

| | | | | | |
|-------------------|------------|------------|------------|------------|-------------|
| Blanks | 103 | 103 | 94 | 97 | 397 |
| Cherry C. Karlson | 291 | 188 | 128 | 251 | 858 |
| Douglas A. Levine | 298 | 186 | 164 | 254 | 902 |
| Kamal M. Namou | 118 | 136 | 92 | 89 | 435 |
| Write-Ins | 4 | 1 | 2 | 1 | 8 |
| TOTALS | 814 | 614 | 480 | 692 | 2600 |

SCHOOL COMMITTEE (2) 3 YR

| | | | | | |
|------------------|------------|------------|------------|------------|-------------|
| Blanks | 291 | 206 | 198 | 258 | 953 |
| Jeanne Downs | 279 | 197 | 129 | 232 | 837 |
| Nathaniel Buffum | 231 | 194 | 145 | 192 | 762 |
| Write-Ins | 13 | 17 | 8 | 10 | 48 |
| TOTALS | 814 | 614 | 480 | 692 | 2600 |

BOARD OF ASSESSORS (2) 3 YR

| | | | | | |
|-------------------|------------|------------|------------|------------|-------------|
| Blanks | 333 | 238 | 200 | 312 | 1083 |
| Jayson S. Brodie | 253 | 182 | 137 | 210 | 782 |
| Steven M. Glovsky | 226 | 194 | 140 | 170 | 730 |
| Write-Ins | 2 | 0 | 3 | 0 | 5 |
| TOTALS | 814 | 614 | 480 | 692 | 2600 |

LIBRARY TRUSTEES (2) 3 YR

| | | | | | |
|----------------|------------|------------|------------|------------|-------------|
| Blanks | 252 | 185 | 181 | 237 | 855 |
| Aida A. Gennis | 288 | 224 | 157 | 240 | 909 |
| Leah B. Hart | 272 | 205 | 142 | 215 | 834 |
| Write-Ins | 2 | 0 | 0 | 0 | 2 |
| TOTALS | 814 | 614 | 480 | 692 | 2600 |

BOARD OF HEALTH (2) 3 YR

| | | | | | |
|-------------------|------------|------------|------------|------------|-------------|
| Blanks | 332 | 223 | 209 | 300 | 1064 |
| Arnold R. Soslow | 237 | 188 | 128 | 196 | 749 |
| Susan Erica Green | 244 | 202 | 143 | 196 | 785 |
| Write-Ins | 1 | 1 | 0 | 0 | 2 |
| TOTALS | 814 | 614 | 480 | 692 | 2600 |

PLANNING BOARD (1) 3 YR

| | | | | | |
|-----------------|------------|------------|------------|------------|-------------|
| Blanks | 148 | 96 | 94 | 132 | 470 |
| Nicole W. Riley | 258 | 210 | 146 | 214 | 828 |
| Write-Ins | 1 | 1 | 0 | 0 | 2 |
| TOTALS | 407 | 307 | 240 | 346 | 1300 |

PLANNING BOARD (1) 5 YR

| | | | | | |
|----------------------|------------|------------|------------|------------|-------------|
| Blanks | 134 | 95 | 96 | 120 | 445 |
| Kevin Francis Murphy | 272 | 212 | 143 | 226 | 853 |
| Write-Ins | 1 | 0 | 1 | 0 | 2 |
| TOTALS | 407 | 307 | 240 | 346 | 1300 |

PLANNING BOARD ASSOCIATE**MEMBER (1) 2 YR**

| | | | | | |
|-----------------------|------------|------------|------------|------------|-------------|
| Blanks | 64 | 45 | 43 | 67 | 219 |
| Jennifer M. Steel | 213 | 223 | 160 | 207 | 803 |
| William H. Catlin, Jr | 129 | 39 | 37 | 72 | 277 |
| Write-Ins | 1 | 0 | 0 | 0 | 1 |
| TOTALS | 407 | 307 | 240 | 346 | 1300 |

BOARD OF PUBLIC WORKS (1) 3 YR

| | | | | | |
|-------------------|------------|------------|------------|------------|-------------|
| Blanks | 122 | 61 | 72 | 111 | 366 |
| Thomas J. Abdella | 170 | 122 | 96 | 149 | 537 |
| Duane E. Galbi | 114 | 123 | 72 | 85 | 394 |
| Write-Ins | 1 | 1 | 0 | 1 | 3 |
| TOTALS | 407 | 307 | 240 | 346 | 1300 |

RECREATION COMMISSIONER (1) 3 YR

| | | | | | |
|----------------------|------------|------------|------------|------------|-------------|
| Blanks | 139 | 76 | 77 | 121 | 413 |
| Christopher Ryan Fay | 265 | 230 | 163 | 224 | 882 |
| Write-Ins | 3 | 1 | 0 | 1 | 5 |
| TOTALS | 407 | 307 | 240 | 346 | 1300 |

COMMISSIONER OF TRUST FUNDS (1)**3 YR**

| | | | | | |
|-----------------|------------|------------|------------|------------|-------------|
| Blanks | 149 | 98 | 97 | 135 | 479 |
| Russell T. Kopp | 257 | 208 | 143 | 211 | 819 |
| Write-Ins | 1 | 1 | 0 | 0 | 2 |
| TOTALS | 407 | 307 | 240 | 346 | 1300 |

HOUSING AUTHORITY (1) 5 YR

| | | | | | |
|---------------|------------|------------|------------|------------|-------------|
| Blanks | 104 | 85 | 82 | 97 | 368 |
| Mary M. Antes | 301 | 221 | 157 | 246 | 925 |
| Write-Ins | 2 | 1 | 1 | 3 | 7 |
| TOTALS | 407 | 307 | 240 | 346 | 1300 |

SPECIAL TOWN MEETING NOVEMBER 15, 2016DATE:

November 15, 2016

ARTICLES DISPOSED OF:

1 - 13

RETURN OF SERVICE

MIDDLESEX, S.S.

OCTOBER 25, 2016

To any of the Constables of the Town of Wayland, Greetings:

I, William E. Pickett, Jr, duly qualified Constable of the Town of Wayland, do hereby affirm and certify that I have posted the Warrant for the Special Town Meeting to be held on Tuesday, November 15, 2016 by my posting copies thereof at the Wayland Town Building, Cochituate Post Office, Wayland Public Library and the Happy Hollow School, by posting fourteen (14) days at least before the date appointed for the posting of the Warrant for the Special Town Meeting. Posting was done October 25, 2016.

VOTES ENACTED:**TUESDAY, NOVEMBER 15, 2016 AT THE WAYLAND HIGH SCHOOL FIELD HOUSE****DENNIS J. BERRY, MODERATOR:**

Pursuant to the Warrant dated October 24th, 2016, signed by Cherry C. Karlson, Mary M. Antes, Joseph F. Nolan, Louis M. Jurist and Lea T. Anderson, Selectmen, served and return of service given by William E. Pickett, Jr., Constable of the Town, the inhabitants of the Town of Wayland qualified to vote at Special Town Meeting met this day at Wayland High School Field House, and at 7:00 P.M. the Moderator called the Meeting to order, declared that a quorum was present, and the Meeting proceeded to transact the following business:

ERRATA**ARTICLE 3: LANDSCAPING IN PARKING AREAS ZONING BYLAW**

Page 9, third paragraph from the bottom of the page under PLANNING BOARD REPORT:

On September 19, 2016, the Planning Board voted unanimously in favor of this article. Vote: ~~5-0~~ 4-0.**ARTICLE 4: CONSERVATION CLUSTER DEVELOPMENTS ZONING BYLAW**

Page 14, second paragraph from the bottom of the page under PLANNING BOARD REPORT:

On September 19, 2016, the Planning Board voted unanimously in favor of this article. Vote: ~~5-0~~ 4-0.**ARTICLE 6: AUTHORIZE LAND ACQUISITIONS FOR NATURAL DIVERSITY (LAND) GRANT PROGRAM FUNDING TO PURCHASE CONSERVATION RESTRICTION ON MAINSTONE FARM**

Page 19, top of page:

- 3.) authorize the Conservation Commission to (i) file on behalf of the Town any and all applications deemed necessary for grants and/or reimbursements from the Commonwealth of Massachusetts deemed necessary under Massachusetts General Laws Chapter 132A, Section 11 and/or any others in any way connected with the scope of this Article; and (ii) enter into all agreements and execute any and all instruments as may be necessary on behalf of the Town to ~~effect~~ effect said purchase; and

MOTION:

Daniel Hill moved that the Town amend Chapter 198 of the Code of the Town of Wayland, the Town's Zoning Bylaw, by making the following revisions thereto as printed on Page 9 of the Warrant for the November 15, 2016 Special Town Meeting.

VOTED:

IN FAVOR: 115
 OPPOSED: 60 MOTION DID NOT PASS BY 2/3 VOTE

ARTICLE 4: CONSERVATION CLUSTER DEVELOPMENTS ZONING BYLAW

Sponsored by: Planning Board

To determine whether the Town will vote to amend Chapter 198 of the Code of the Town of Wayland, the Town's Zoning Bylaw, by making the following revisions thereto:

[Key to changes: underlining denotes additions; ~~strikethroughs~~ denotes deletions]

1803.1 After notice and public hearing in accordance with law, which public hearing shall be held within 65 days after the filing of the application with the Planning Board, the Planning Board may, after due consideration of the reports and recommendations of the Conservation Commission, Historical Commission, and the Board of Health, grant such a special permit, provided that:

1803.1.1 It finds that the proposed plan is in harmony with the purposes and intent of this Zoning Bylaw and this article.

1803.1.2 The area of the tract of land is not less than 5 acres. [Amended 5-5-2005 ATM by Art. 27]

1803.1.3 The total number of lots on which there is to be a single dwelling unit ~~total number of lots on which there is to be a single dwelling unit~~ dwelling units on the tract of land, including any affordable units required by Section 2204, does not exceed the larger of the following: [Amended 5-5-2005 ATM by Art. 29]

~~1803.1.3.1~~ (a) ~~The~~ the number of building lots that could be created in the tract shown on such plan without a special permit hereunder, plus one lot for each 10 of such building lots that could otherwise be created; or

~~1803.1.3.2~~ (b) ~~The~~ the number of building lots obtained by dividing 90% of the total area of the tract, exclusive of land identified as a protected resource area under the Wayland Wetlands and Water Resources Protection Bylaw (excluding buffer zones) situated within the floodplain or designated as wetlands by the Conservation Commission, by the minimum lot size permitted in the district within which the tract is located, plus one lot for each 10 lots so arrived at from such division.

~~1803.1.3.1~~ For purposes of demonstrating the number of lots under subsection 1803.1.3(a) above, an applicant under this Bylaw shall submit a dimensioned lotting plan signed and stamped by a registered professional engineer or land surveyor which shows the maximum number of lots which can be created on a conventional subdivision plan meeting all dimensional and other requirements of the Zoning Bylaw and being in compliance with the Subdivision Rules and Regulations, which submittal shall include a list of requested waivers necessary to implement the subdivision plan, which the Planning Board shall review and consider.

1803.1.3.32 Within the Residence Districts, the Planning Board ~~shall~~ may permit allow by special permit structures to be constructed containing more than one dwelling unit, but not more than four dwelling units per structure. The total number of dwelling units ~~for attached buildings~~ shall not exceed the total that is allowed under § 198-~~1805~~1803.1.43.

1803.1.3.4 3 Notwithstanding any provision of this Zoning Bylaw to the contrary, the Planning Board may permit by Special Permit attached and detached dwelling units to be erected on single lot(s). [Added 10-3-2012 STM by Art. 6]

1803.1.4 Each of the building lots shown on the site plan ~~has~~ shall have adequate frontage, but no less than 50 feet, on a public or private way.

1803.1.5 Each of the building lots ~~shown on the plan is~~ shall be of a size and shape as shall provide a building site that shall be in harmony with the natural terrain and other features of the tract, but no such lot shall have an area of less than 20,000 square feet as shown on the plan.

1803.1.6 The front, side and rear yards of each lot shall be shown on the plan by dashed lines indicating the area within which a building may be built; ~~provided that a~~ All dwellings and accessory buildings, driveways and roadways shall be set back at least ~~45~~ 50 feet from the perimeter of the tract, except that the Planning Board may reduce this set back to not less than 15 feet if it furthers the interests of this by-law, and 15 feet from any open land, except for that portion of a driveway or roadway that intersects a public or private way for access to the development.

1803.1.7 For Conservation Cluster Developments consisting of at least a majority of single-family detached dwellings; ~~At least 35% of the land area of the tract, exclusive of land set aside for road and drainage areas, shall be open designated as Open Land, and the open land shall include all land not dedicated to roads or building lots.~~ For Conservation Cluster Developments consisting of at least a majority of ~~attached~~ single-family attached dwellings, at least 50% of the land area of the tract, exclusive of land set aside for road and drainage areas, shall be designated as Open Land; ~~and the open land shall include all land not dedicated to roads or building lots.~~ For the purpose of this article, "Open Land" is defined as a parcel or parcels of land, or an area of water, or a combination of land and water, not including roads or ways, whether public or private, The Open Land shall be reserved to be used for open space, conservation, agriculture, ~~outdoor~~ passive recreation, park purposes or some combination of the foregoing. [Amended 5-5-2005 ATM by Art. 29]

1803.1.82 Conveyance of the ~~open~~ Open Land.

1803.1.8.12.1 The Open Land shall be conveyed either:

1803.1.8.1.1 (a) To the Town or its Conservation Commission, but only if the Town or Conservation Commission agrees to accept title to the Open Land, which shall accept it for park or open space use;

1803.1.8.1.2 (b) To the Sudbury Valley Trustees, Inc., and its successors or to another nonprofit conservation organization approved by the Planning Board, the principal purpose of which is the conservation of open space; or

1803.1.8.1.3 (c) To a corporation, trust or association owned, or to be owned, by the owners of lots or residential units within the tract, provided that if such a corporation, trust or association holds title, ownership thereof shall pass with conveyance of the lots or residential units.

~~1803.1.8.22.2~~ If ~~ownership is in~~ title to the Open Land is held by an entity other than the Town, ~~there shall be sufficient rights in the Town to provide that such land shall be kept in an open or natural state, and provisions shall be made satisfactory to the Planning Board so that the Town, through its Conservation Commission, Planning Board, or other board, can enforce any other restrictions or easements imposed upon the open~~ Open land Land by the Planning Board as conditions of its special permit ~~grant~~.

~~1803.1.92.3~~ Subject to the approval of the Board of Health, as otherwise required by law, the Planning Board may permit the ~~open~~ Open land Land to be used for subsurface waste disposal where the Planning Board finds that such use will not be detrimental to the character or quality of the ~~open~~ Open land Land.

~~1803.1.103~~ If the ~~land shown on the plan includes land~~ tract of land proposed for the Conservation Cluster development is located in two residence zones or two or more residential districts, all of the land shall the entire tract, for all purposes of this ~~article~~ Bylaw, shall be considered as lying entirely within the ~~zone or zoning~~ district having the largest area and frontage requirements, except that if 75% or more of the total area shown on the plan as building lots lies within one residential district, all of the land shall be considered as lying within that ~~zone or zoning~~ district. [Amended 5-5-2005 ATM by Art.29 3

~~1803.1.11, respectively.~~

~~1803.1.114~~ No lot shown on the plan for which a permit is granted under this article may be further subdivided, and a notation to this effect shall be shown on the approved, recorded plan. [Amended 5-5-2005 ATM by Art. 29]

§ 198-1804. Conditions.

1804.1 The Planning Board may, in appropriate cases, impose as a condition of the special permit further restrictions, conditions and safeguards upon the tract, or parts thereof, to protect and promote the health, safety, convenience and general welfare of the inhabitants of the Town of Wayland.

§ 198-1805. Decision.

1805.1 In connection with the granting or denying of a special permit under this article, the Planning Board shall issue to the applicant and shall file with the Town Clerk a written decision that shall include, at a minimum:

1805.1.1 A determination of the maximum number of lots upon which dwellings could be constructed (without a special permit hereunder) and a determination of the area of the tract usable for residential construction in accordance with§ 198-1803.1.3 herein.

1805.1.2 A general description of the neighborhood in which the tract lies and the effect of the plan on the area.

1805.1.3 The relation of the proposed development to long-range plans of the Town, if any.

1805.1.4 The extent to which the proposed development is designed to take advantage of the natural terrain of the tract.

1805.1.5 The extent to which the proposed Open Land is of such a size, shape and location and has such adequate access so as to benefit the Town.

1805.1.6 If the Planning Board grants the special permit, the finding required by § 198-1803.1.1 above.

1805.1.7 If the Planning Board denies the special permit, its reasons for so doing.

1805.1.8 If the Planning Board disagrees with the recommendations of the Conservation Commission, Historical Commission, or the Board of Health, it shall state its reasons therefor in writing.

1805.1.9 If, by the terms of the special permit, the Planning Board permits the Open Land to be used for subsurface waste disposal, the finding required by § 198-1803.1-~~92.3~~92.3 above.

1805.2 Such decision must be reached, filed with the Town Clerk and sent or delivered to the applicant within 90 days after the public hearing held on the application for the special permit, unless said ninety-day deadline is extended in accordance with law. Failure to so act shall be deemed approval in accordance with law.

§ 198-1806. ~~Common~~ Open Land.

1806.1 If a special permit is granted, the Planning Board shall impose as a condition that the ~~common Open Land~~ shall be conveyed, free and clear of any liens or encumbrances except those that may be permitted by the Planning Board, of any mortgage interest or security interest and subject to a perpetual restriction of the type described above (if applicable), prior to the Planning Board's release of any lots from the subdivision restriction covenant or, if there is no such covenant, prior to the Building Commissioner's issuance of a building permit for any lot, unless the petitioner shall provide a cash performance bond in an amount sufficient in the judgment of the Planning Board to guarantee the conveyance of the Open Land as required by the special permit. The petitioner shall provide satisfactory assurance of said conveyance and recording, in the form of copies of the recorded instruments bearing the recording stamp, and of such freedom from encumbrances. In any event, the Open Land shall be conveyed as required on or before one year after the conveyance of the first lot.

§198-1807. Duration of special permit.

1807.1 A special permit granted under this article shall lapse within 18 months if substantial construction has not begun by such date, except for a good cause shown and approved by the Planning Board.

§ 198-1808. Amendments.

1808.1 Following the granting by the Planning Board of a permit under this article, it may, upon application and for good cause shown, after notice and a public hearing as required for granting a special permit, amend the plan solely to make changes in lot lines shown on the plan; provided, however, that no such amendment shall:

1808.1.1 Grant any reduction in the size of the open land as provided in the permit;

1808.1.2 Grant any change in the layout of the ways as provided in the permit;

1808.1.3 Increase the number of building lots as provided in the permit; or

1808.1.4 Decrease the dimensional requirements of any building lot below the minimal required by this Zoning Bylaw.

MOTION:

Daniel Hill moved that the Town vote to amend Chapter 198 of the Code of the Town of Wayland, the Town’s Zoning Bylaw, by making the revisions relative to conservation cluster developments as printed on Pages 10 through 14 of the Warrant for the November 15, 2016 Special Town Meeting.

MOTION TO AMEND:

Daniel Hill moved to propose a friendly amendment to amend sec. 1803.3 on page 12 of the Warrant by deleting the words “two residence zones or” and deleting the word “Bylaw” and adding the word “shall” in its place.

VOTED ON MOTION TO AMEND:

IN FAVOR: 154
 OPPOSED: 9 MOTION PASSED

VOTED ON MOTION AS AMENDED:

IN FAVOR: 132
 OPPOSED: 46 MOTION PASSED BY 2/3 VOTE

ARTICLE 5: PETITION THE STATE LEGISLATURE TO REMOVE ALL POLICE PERSONNEL FROM THE PROVISIONS OF CIVIL SERVICE WITHOUT AFFECTING THE CIVIL SERVICE RIGHTS OF INCUMBENTS

Sponsored by: Board of Selectmen

To determine whether the Town will vote to authorize the Board of Selectmen to petition the General Court of the Commonwealth of Massachusetts to adopt a special act exempting all Town of Wayland Police Personnel from the provisions of Civil Service Law substantially the same as the following act:

AN ACT EXEMPTING ALL POLICE PERSONNEL IN THE TOWN OF WAYLAND POLICE DEPARTMENT FROM THE PROVISIONS OF THE CIVIL SERVICE LAW

Section 1: All Police personnel in the Town of Wayland Police Department shall be exempt from the provisions of Chapter 31 of the General Laws and related regulations applicable thereto.

Section 2: The provisions of Section 1 of this act shall not impair the Civil Service status of the present officers of the Town of Wayland Police Department except for the purpose of promotion.

Section 3: This act shall take effect upon its passage.

MOTION:

Lea Anderson moved that the Town authorize the Board of Selectmen to petition the General Court of the Commonwealth of Massachusetts to adopt a special act exempting all Town of Wayland Police personnel from the provisions of Civil Service Law substantially the same as the act as printed on Pages 15 and 16 of the Warrant for the November 15, 2016 Special Town Meeting.

VOTED:

IN FAVOR: 169
 OPPOSED: 24 MOTION PASSED

**ARTICLE 6: AUTHORIZE LAND ACQUISITIONS FOR NATURAL DIVERSITY
(LAND) GRANT PROGRAM FUNDING TO PURCHASE CONSERVATION RESTRICTION
ON MAINSTONE FARM**

Sponsored by: Community Preservation Committee and Conservation Commission

To determine whether the Town will vote to:

- 1.) confirm its vote under Article 30 of the Warrant for the 2016 Annual Town Meeting to (i) authorize the Board of Selectmen, with the approval of Town Counsel as to form, to acquire by purchase, gift, eminent domain or otherwise a conservation restriction in accordance with Massachusetts General Laws Chapter 184, Sections 31-33 restricting the use of the land to conservation and passive outdoor recreation purposes, to be held by the Town of Wayland Conservation Commission pursuant to Massachusetts General Laws Chapter 40, Section 8C and by the Sudbury Valley Trustees, Inc. on a parcel of land located on Old Connecticut Path and Rice Road, Wayland, Massachusetts containing 208.7 acres, more or less, which parcel of land to be covered by said conservation restriction is part of the parcel of land shown on Wayland Assessors Map as Parcel 35-031A and is shown as "87 Old Connecticut Path" on a plan entitled "Subdivision Plan of Land in Wayland Middlesex County Massachusetts" dated December 22, 2015, prepared for Mainstone Land Trust by Samiotes Consultants Inc., and recorded with the Middlesex South Registry of Deeds as Plan No. 100 of 2016 (Sheets 2 and 3 of 3), which plan is the basis for the sketch map attached to the Warrant for the Annual Town Meeting 2016 in Appendix K; (ii) appropriate \$12,000,000 to be expended by the Board of Selectmen for the acquisition of said conservation restriction to be held by the Town of Wayland Conservation Commission and by Sudbury Valley Trustees, Inc.; and (iii) provide for said appropriation by (1) transferring \$2,100,000 from funds set aside in the Community Preservation Fund for open space (2) transferring \$2,900,000 from the uncommitted funds in the Community Preservation Fund; and (3) authorizing the Town Treasurer, with the approval of the Board of Selectmen, to borrow \$7,000,000 in anticipation of future Community Preservation Fund revenues pursuant to Massachusetts General Laws Chapter 44B, Section 11;
- 2.) authorize the Board of Selectmen to expend said funds in conjunction with \$3,000,000 to be provided by the Sudbury Valley Trustees, Inc. for a total project cost of \$15,000,000;
- 3.) authorize the Conservation Commission to (i) file on behalf of the Town any and all applications deemed necessary for grants and/or reimbursements from the Commonwealth of Massachusetts deemed necessary under Massachusetts General Laws Chapter 132A, Section 11 and/or any others in any way connected with the scope of this Article; and (ii) enter into all agreements and execute any and all instruments as may be necessary on behalf of the Town to affect said purchase; and
- 4.) authorize the Town Administrator, with the approval of the Board of Selectmen, to accept grant funds and execute contracts, and any amendment thereto, in order to carry out the terms, purposes, and conditions of the Massachusetts Executive Office of Energy and Environmental Affairs, Division of Conservation Services LAND Grant Program.

MOTION:

Gretchen Schuler moved that the Town vote to:

- 1.) Confirm its vote under Article 30 of the Warrant for the 2016 Annual Town Meeting to (i) authorize the Board of Selectmen, with the approval of Town Counsel as to form, to acquire by purchase, gift, eminent domain or otherwise a conservation restriction in accordance with Massachusetts General Laws Chapter 184, Sections 31-33 restricting the use of the land to conservation and passive outdoor recreation purposes, to be held by the Town of Wayland Conservation Commission pursuant to

VOTED ON MOTION TO TERMINATE DEBATE:

IN FAVOR: 176
 OPPOSED: 19 MOTION PASSED

VOTED ON MOTION:

IN FAVOR: 58
 OPPOSED: 139 MOTION DOES NOT PASS

ARTICLE 8: APPROPRIATE FUNDS TO PURCHASE 107 OLD SUDBURY ROAD FOR WATER RESOURCE PROTECTION

Sponsored by: Board of Public Works

Estimated Cost: \$500,000

To determine whether the Town will vote to:

- a.) authorize the Board of Selectmen, with the approval of Town Counsel as to form, to acquire by purchase, gift, eminent domain, or otherwise, for water purposes, the fee or any lesser interest in all or part of the parcel of land and the structures thereon located at 107 Old Sudbury Road, Wayland, Massachusetts, containing 2.06 acres, more or less, and shown as Lot 17-022 on the Town of Wayland Assessors' Map;
- b.) appropriate a sum of money for the acquisition of said parcel of land with the structures thereon for water purposes, the demolition and removal of said structures and site work, for water purposes, the fee or any lesser interest in the parcel;
- c.) determine whether said appropriation shall be provided by transfer from the Water Enterprise Fund, borrowing or by grants; and
- d.) authorize the Board of Public Works to apply for and accept a grant under the Massachusetts Executive Office of Energy and Environmental Affairs Drinking Water Supply Protection Program and funds and execute contracts, and any amendment thereto, in order to carry out the terms, purposes, and conditions of said grant program.

MOTION:

Christopher Brown moved that the Town vote to:

- a.) authorize the Board of Selectmen, with the approval of Town Counsel as to form, to acquire by purchase, gift, eminent domain, or otherwise, for water purposes, the fee or any lesser interest in all or part of the parcel of land and the structures thereon located at 107 Old Sudbury Road, Wayland, Massachusetts, containing 2.06 acres, more or less, and shown as Lot 17-022 on the Town of Wayland Assessors' Map;
- b.) appropriate \$500,000 for the acquisition of said parcel of land with the structures thereon for water purposes, the demolition and removal of said structures and site work, for water purposes, the fee or any lesser interest in the parcel; provide for said appropriation by authorizing the Treasurer, with the approval of the Board of Selectmen, to borrow \$500,000 pursuant to the provisions of Massachusetts General Laws Chapter 44; and
- c.) determine whether said appropriation shall be provided by transfer from the Water Enterprise Fund, borrowing or by grants; and

- d.) authorize the Board of Public Works to apply for and accept a grant under the Massachusetts Executive Office of Energy and Environmental Affairs Drinking Water Supply Protection Program and funds and execute contracts, and any amendment thereto, in order to carry out the terms, purposes, and conditions of said grant program.

QUESTION:

Anette Lewis rose to ask the Petitioner to clarify exactly what the Town was buying because the language in paragraph (a) “the fee or any lesser interest” infers that the Town may be buying a lesser interest in the property?

MOTION TO ALLOW TOWN COUNSEL TO SPEAK:

Christopher Brown moved that Town Counsel be allowed to answer the question.

VOTED ON MOTION TO ALLOW TOWN COUNSEL TO SPEAK:

IN FAVOR: 146
 OPPOSED: 22 MOTION PASSED

Town Counsel, Mark Lanza responded that this is standard language in conveyances and that the Town was purchasing the entire fee.

QUESTION:

Anette Lewis rose to state that if that is true, than are Paragraphs “a” and “b” inconsistent with each other?

MOTION TO ALLOW TOWN COUNSEL TO SPEAK:

Christopher Brown moved that Town Counsel be allowed to answer the question.

VOTED ON MOTION TO ALLOW TOWN COUNSEL TO SPEAK:

IN FAVOR: 154
 OPPOSED: 26 MOTION PASSED

Town Counsel, Mark Lanza responded that the language in Paragraphs “a” and “b” are consistent with each other.

VOTED:

IN FAVOR: 159
 OPPOSED: 28 MOTION PASSED

ARTICLE 9: APPROPRIATE FUNDS TO PURCHASE 8 GLEZEN LANE FOR WATER RESOURCE PROTECTION

Sponsored by: Board of Public Works

Estimated Cost: \$1,225,000

To determine whether the Town will vote to:

- a.) authorize the Board of Selectmen, with the approval of Town Counsel as to form, to acquire by purchase, gift, eminent domain, or otherwise, for water purposes, the fee or any lesser interest in all or part of the parcel of land and the structures thereon at 8 Glezen Lane, Wayland, Massachusetts, containing 1.82 acres, more or less, and shown as Lot 18-014 on the Town of Wayland Assessors’ Map;
- b.) appropriate a sum of money for the acquisition of said parcel of land with the structures thereon for water purposes, the demolition and removal of said structures and site work;
- c.) determine whether said appropriation shall be provided by transfer from the Water Enterprise Fund,

dwelling or accessory structure so used shall be reconstructed or enlarged for such purposes unless specifically permitted under the provisions of § **198-203**.

[Added 4-30-2001 ATM by Art. 25; amended 4-7-2011 ATM by Art. 19]

901.1.1.

A customary home occupation of a resident owner, or a resident tenant with the owner's permission, shall be permitted as a matter of right in those zoning districts specifically referenced in the Table of Accessory Uses, § **198-804**, provided that all of the following conditions are met:

[Amended 5-4-1994 ATM by Art. 23; 4-30-2001 ATM by Art. 25]

901.1.1.1.

The customary home occupation occupies no more than 25% of the gross floor area or 500 square feet, whichever is less, of the dwelling unit or accessory building on the lot.

901.1.1.2.

There are no employees;

901.1.1.3.

No business is conducted on the lot with any client or customer physically present;

901.1.1.4.

There are no signs or other external evidence of nonresidential use; and

901.1.1.5.

No hazard or nuisance, including offensive noise, vibrations, smoke, dust or other particulate matter, odors, heat, glare, humidity, and noxious fumes, shall be created to any greater or more frequent extent than would normally be expected in the neighborhood under normal circumstances wherein no home occupation exists.

901.1.2.

A customary home occupation of a resident owner, or a resident tenant with the owner's permission, may be permitted by issuance of a special permit from the Zoning Board of Appeals in those zoning districts specifically referenced in the Table of Accessory Uses, § **198-804**, provided that all of the following conditions are met:

[Added 4-30-2001 ATM Art. 25]

901.1.2.1.

The use of the dwelling unit, or an accessory structure, by the resident for business is incidental and subordinate to its use for residential purposes and occupies no more than 25% of the gross floor area of the dwelling unit or 500 square feet, whichever is less, within the dwelling unit or accessory structure on the premises;

[Amended 5-6-2004 ATM by Art. 21]

901.1.2.2.

No more than one nonresident employee shall be permitted on the lot;

901.1.2.3.

There is no change in the outside appearance of the building, structure, or lot or any visible or audible evidence detectable from the property line of the conduct of such business except that one sign not larger than two square feet in area bearing only the name of the practitioner and occupation shall be permitted (words only). The sign shall be flush-mounted to the dwelling unit and shall not be illuminated.

901.1.2.4.

Traffic, including traffic by commercial delivery vehicles, shall not be generated in greater volumes than would normally be anticipated in a residential neighborhood. The Customary Home Occupation shall not generate more than ten additional vehicle trips per day, as is predicted by the Institute of Transportation Engineers (ITE) trip generation manual or other competent evidence.

901.1.2.5.

No hazard or nuisance, including offensive noise, smoke, dust, odors, heat, glare, noxious fumes or vibrations, shall be created to any greater or more frequent extent than would normally be expected in the neighborhood under normal circumstances wherein no home occupation exists;

901.1.2.6.

There shall be no display of goods or outside storage;

901.1.2.7.

Parking for the customary home occupation shall be provided on the lot.

MOTION:

Daniel Hill moved that the Town vote to amend Chapter 198 of the Code of the Town of Wayland, the Town’s Zoning Bylaw, by making the revisions relative to home occupations in residential buildings and accessory structure as printed on Pages 28 through 30 of the Warrant for the November 15, 2016 Special Town Meeting.

MOTION TO AMEND:

Daniel Hill moved to amend the article by adding to the end of Sec. 901.1.2.4 “Provided however that a customary home occupation may exceed ten additional trips per day if authorized by special permit by the Zoning Board of Appeals.”

VOTED ON MOTION TO AMEND:

IN FAVOR: 119
 OPPOSED: 37 AMENDMENT PASSED

MOTION TO PASS OVER:

Clifford Lewis moved to pass over Article 11.

VOTED ON MOTION TO PASS OVER:

IN FAVOR: 94
 OPPOSED: 79 MOTION PASSED

ARTICLE 12: TOWN-WIDE RECREATION FACILITIES STRATEGIC PLAN

Sponsored by: Recreation Commission

Estimated Cost: \$60,000

To determine whether the Town will vote to appropriate a sum of money to be expended by the Recreation Commission for a Town Wide Recreation Facilities Strategic Plan; and to determine whether said appropriation shall be provided by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by borrowing, or otherwise.

MOTION:

Anna Meliones moved that the Town vote to appropriate \$60,000 to be expended by the Recreation Commission for a Town-Wide Recreation Facilities Strategic Plan; and, provide for said appropriation by transferring \$60,000 from the Recreation Stabilization Fund.

VOTED:

IN FAVOR: 139
 OPPOSED: 28 MOTION PASSED BY 2/3 VOTE

ARTICLE 13: PAY PREVIOUS FISCAL YEAR UNPAID BILLS

Sponsored by: Town Clerk and Board of Selectmen

Estimated Cost: \$900.00

To determine whether the Town will vote to:

- (a) pay the bills of the prior fiscal years,
- (b) appropriate a sum of money for the payment of the foregoing bills of prior fiscal years; and
- (c) provide for such appropriation by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by borrowing, or otherwise.

Fiscal 2016 liabilities to be paid using Fiscal 2017 appropriations;

| | | |
|--|----------|-----------|
| 1) The Bank of New York Mellon Invoice 252-1929247 | \$300.00 | Selectmen |
| 2) The Bank of New York Mellon Invoice 252-1930724 | \$300.00 | Selectmen |
| 3) The Bank of New York Mellon Invoice 252-1930725 | \$300.00 | Selectmen |

MOTION:

Cherry Karlson moved that the Town vote to:

- (a) pay the bills of Fiscal Year 2016 as printed on Page 34 of the Warrant for the November 15, 2016 Special Town Meeting;
- (b) appropriate \$900 for the payment of said bills; and
- (c) provide for said appropriation by using funds in the Fiscal Year 2017 appropriation for Town Treasurer Expenses.

VOTED:

IN FAVOR: 135
 OPPOSED: 7 MOTION PASSED

Attendance: 239

The Meeting Adjourned Tuesday, November 15, 2016 at 9:55P.M. sine die.

Respectively Submitted,

*Beth R. Klein
 Town Clerk*

TOWN OF WAYLAND
ANNUAL TOWN MEETING APRIL 2, 2017

| DATE: | ARTICLES DISPOSED OF: |
|---------------|--|
| April 2, 2017 | 1,2,3,4,5,6,7,8,9,10,11,12,13,14,15 |
| April 3, 2017 | 16,17,18,19,20,21,22,23,24,25,26,27,28 |

RETURN OF SERVICE

MIDDLESEX, s.s.

March 16, 2017

To any of the Constables of the Town of Wayland, Greetings:

I, William Pickett, Jr., duly qualified Constable of the Town of Wayland, do hereby affirm and certify that I have posted the specimen of the Official Ballot for the Annual Town Election to be held on Tuesday, March 28, 2017, together with the Warrant for the Annual Town Meeting to be held on Sunday April 2, 2017 by my posting copies thereof at the Wayland Town Building, Cochituate Fire Station or the Cochituate Post Office, Wayland Public Library and the Happy Hollow School, by posting seven (7) days at least before the date appointed for the posting of the Warrant for the Annual Town Election and the Annual Town Meeting. Posting was done March 16, 2017.

VOTES ENACTED:

SUNDAY, APRIL 2, 2017 AT THE WAYLAND HIGH SCHOOL FIELD HOUSE

DENNIS J. BERRY, MODERATOR:

Pursuant to the Warrant dated March 13, 2017, signed by Cherry C. Karlson, Joseph F. Nolan, Mary M. Antes, Lea T. Anderson, Louis M. Jurist, Selectmen, served and return of service given by William Pickett, Jr., Constable of the Town, the inhabitants of the Town of Wayland qualified to vote at Town Meeting met this day at Wayland High School Field House, and at 1:03 P.M. the Moderator called the Meeting to order, declared that a quorum was present, and the Meeting proceeded to transact the following business:

ARTICLE 1: RECOGNIZE CITIZENS AND EMPLOYEES FOR PARTICULAR SERVICE TO THE TOWN

Sponsored by: Board of Selectmen

To determine whether the Town will recognize the achievements and contributions to Town government of citizens and employees:

1. To recognize citizens who have served in a volunteer capacity on elected and/or appointed boards, committees, and commissions for a minimum of 25 years (service need not be consecutive);
2. To recognize employees who have retired since the previous Annual Town Meeting or intend to retire prior to June 30, 2017, subject to a minimum of 20 years of service; and
3. To request Town Meeting observe a moment of silence in memory of elected or appointed volunteers, employees with at least 10 years of service, or an employee while in service to the Town without regard to tenure who shall have passed away since the adjournment of the 2016 Annual Town Meeting.

The following citizens are recognized for their extensive service to the Town:

| | | |
|--------------|----------|---------------------------|
| Lynne Lipcon | 24 years | Board of Library Trustees |
|--------------|----------|---------------------------|

The following town and school employees have retired since the 2016 Annual Town Meeting and have served the Town for over 20 years:

| | | |
|---------------------|----------|-------------------------------------|
| Stephen Rizzo | 33 years | Teacher Assistant |
| Lynn Dowd | 30 years | Director, Youth and Family Services |
| Richard Weingartner | 29 years | Teacher |
| Kay Seligson | 28 years | Teacher |
| Sally Carmody | 24 years | Teacher Assistant |
| James Stone | 23 years | Teacher |
| Corrine Lowen | 20 years | Teacher |

The following elected or appointed volunteers or employees have passed away since the 2016 Annual Town Meeting:

| | | |
|-------------------------|------------------|-------------------------------|
| Peter Bulkeley | August 30, 2016 | Heavy Equipment Operator, DPW |
| Talbot D. Bulkley Jr. | October 14, 2016 | Housing Authority |
| Stephen "Stubby" Kadlik | December 9, 2016 | DPW Director |
| Roy T. Mogan | February 1, 2017 | Police Department Sergeant |

MOTION NO. 1

Cherry Karlson moved that the Town recognize the following town employees who have retired since the 2016 Annual Town Meeting and have served the Town for over 20 years (service need not be consecutive):

| | | |
|---------------------|----------|--------------------|
| Michael Lindeman | 38 years | DPW Superintendent |
| Stephen Rizzo | 33 years | Teacher Assistant |
| Richard Weingartner | 29 years | Teacher |
| Kay Seligson | 28 years | Teacher |
| Sally Carmody | 24 years | Teacher Assistant |

| | | |
|---------------|----------|------------------|
| James Stone | 23 years | Teacher |
| Ann Knight | 21 years | Library Director |
| Corrine Lowen | 20 years | Teacher |

**Retired Town employees were unanimously recognized by a round of applause.*

MOTION No. 2

Cherry Karlson moved that the Town recognize and observe a moment of silence in remembrance of the following elected or appointed volunteers or officials, who have passed away since the adjournment of the 2016 Annual Town Meeting:

| | | |
|-------------------------|------------------|-------------------------------|
| Peter Bulkeley | August 30, 2016 | Heavy Equipment Operator, DPW |
| Talbot D. Bulkley Jr. | October 14, 2016 | Housing Authority |
| Stephen “Stubby” Kadlik | December 9, 2016 | DPW Director |
| Roy T. Mogan | February 1, 2017 | Police Department Sergeant |
| Sarah “Kathy” Sherry | August 4, 2016 | Teacher |
| Walter Nutting | March 13, 2017 | Public Safety Dispatcher |

**The Moderator asked all to rise for a moment of silence.*

The Moderator declared that the Motions under Article 1 passed.

ARTICLE 2: PAY PREVIOUS FISCAL YEAR UNPAID BILLS

Proposed by: Board of Selectmen

Estimated Cost: \$3,857.76

To determine whether the Town will vote to:

- (d) pay the bills of the prior fiscal years,
- (e) appropriate a sum of money for the payment of the foregoing bills of prior fiscal years; and
- (f) provide for such appropriation by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by borrowing, or otherwise.

Fiscal 2016 liabilities to be paid using Fiscal 2017 appropriations;

- 4) School - Amego, Inc. \$2,705.00 Fiscal 2017 School Budget
- 5) Town Surveyor- CDW-G \$1,152.76 Fiscal 2017 Surveyor Budget

MOTION:

Cherry Karlson moved that the Town pay the bills of prior years as listed on page 20 of the Warrant for the 2017 Annual Town Meeting under the heading of “Fiscal 2016 liabilities to be paid using Fiscal 2017 appropriations,” the Fiscal Year 2017 appropriation for Schools to be used to pay the bill so listed as item number 1 and the Fiscal Year 2017 appropriation for the Surveyor Budget to be used to pay the bill so listed as item number 2.

VOTED:

IN FAVOR: 86
OPPOSED: 2 MOTION PASSED BY 4/5 VOTE

Adopted under the Abbreviated Presentation Procedure.

ARTICLE 3: CURRENT YEAR TRANSFERS

Proposed by: Board of Selectmen

Estimated Cost: \$281,742

To determine whether the Town will vote to appropriate a sum or sums of money for the operation and expenses of various Town Departments for the current fiscal year; to determine whether such appropriation shall be provided by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by funds received as grants from the Commonwealth or federal government, by borrowing, or otherwise; and to determine which Town officer, board, or committee or combination of them, shall be authorized to expend the money or monies appropriated therefor.

| CURRENT YEAR TRANSFERS FY 2017 | | |
|---------------------------------------|--------------------------------------|------------------|
| | PURPOSE: | AMOUNT |
| 1 | SNOW AND ICE PERSONNEL SERVICES | \$30,000 |
| 2 | SNOW AND ICE EXPENSES | \$240,000 |
| 3 | SEPTAGE FUND | \$7,742 |
| 4 | BOARD OF HEALTH PAYROLL | \$4,000 |
| TOTAL CURRENT YEAR TRANSFERS | | \$281,742 |
| FUNDING SOURCES: | | |
| 1 | UNRESERVED FUND BALANCE | \$30,000 |
| 2 | UNRESERVED FUND BALANCE | \$240,000 |
| 3 | SEPTAGE RETAINED EARNINGS | \$7,742 |
| 4 | BOARD OF HEALTH CONTRACTUAL SERVICES | \$4,000 |
| TOTAL | | \$281,742 |

MOTION:

Cherry Karlson moved that the following sums be appropriated as listed on page 21 of the Warrant for the 2017 Annual Town Meeting to be expended by the following boards and committees in Fiscal Year 2017 for the following purposes:

| <u>Purpose</u> | <u>Amount</u> | <u>Board or Committee</u> |
|---|---------------|---------------------------|
| 1. Snow and Ice personnel | \$75,000 | Board of Public Works |
| 2. Snow and ice Expenses | \$260,000 | Board of Public Works |
| 3. Septage Fund | \$7,742 | Board of Selectmen |
| 4. Board of Health payroll | \$4,000 | Board of Health |
| For a total of current year transfers of \$346,742 | | |

And further, that said appropriations be provided by transferring \$335,000 from the General Fund Unreserved Fund Balance, by transferring \$7,742 from the Septage Retained Earnings, and by transferring \$4,000 from the Board of Health contractual services line item.

VOTED:

IN FAVOR: 108

OPPOSED: 6

MOTION PASSED

Adopted under the Abbreviated Presentation Procedure

ARTICLE 4: OPEB FUNDING

Proposed by: Board of Selectmen

*Estimated Cost: \$243,284 **

To determine whether the Town will vote to:

- a) authorize the transfer of funds from the following enterprise and revolving funds to the General Fund:
 - 1) Food Service \$ 25,000
 - 2) Children’s Way \$ 25,000

- b) appropriate an aggregate amount of \$22,261 be deposited in the Town’s Other Post-Employment Benefits Trust Fund which amount shall be provided by transferring the following sums of money from the enterprise and revolving funds:
 - 1) Food Service \$3,887
 - 2) BASE \$4,989
 - 3) Children’s Way \$5,923
 - 4) Full Day Kindergarten \$1,962
 - 5) Water \$3,475
 - 6) Transfer Station \$374
 - 7) Recreation \$747
 - 8) Pegasus \$609
 - 9) Building Use \$224
 - 10) Enrichment \$71 ; and

- c) appropriate \$221,023 to be deposited in the Town’s Other Post-Employment Benefits Trust Fund; and determine whether such appropriation shall be provided by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose or otherwise.

* The estimated cost of \$243,284 is the total amount appropriated to be contributed to the OPEB Fund under b) and c) above. The \$50,000 under a) is a transfer from the two revolving funds noted to the General Fund and effectively results in a net current year cost to general fund taxpayers of \$171,023.

MOTION:

Cherry Karlson moved that the Town:

- a) transfer the sums of money from the enterprise funds and revolving funds listed in Paragraph a of Article 4 on Page 22 of the Warrant for the 2017 Annual Town Meeting totaling \$50,000 to the General Fund;
- b) appropriate \$22,261 to be deposited in the Town’s Other Post-Employment Benefits Trust Fund and that said appropriation be provided by transferring the sums of money from the enterprise funds and revolving funds listed in Paragraph b of Article 4 on Page 22 of the Warrant for the 2017 Annual Town Meeting; and
- c) appropriate \$221,023 to be deposited in the Town’s Other Post-Employment Benefits Trust Fund and that said appropriation be provided by transferring \$221,023 from the General Fund unreserved fund balance.

VOTED:

IN FAVOR: 102

OPPOSED: 10 MOTION PASSED

Adopted under the Abbreviated Presentation Procedure.

ARTICLE 5: REVOLVING FUND BYLAW

Proposed by: Board of Selectmen

To determine whether the Town will vote to:

- 1.) Establish Revolving Funds and amend the Code of the Town of Wayland by inserting a new Section 19-10 entitled “Revolving Funds” as follows, or take any other action relative thereto:

§19-10 Revolving Funds.

- A. Pursuant to G.L. c. 44, §53E ½, as amended, the following Revolving Funds are authorized, shall be accounted for separately from all other monies in the town, and each fund shall be credited with any fees, charges or other receipts from the programs or activities supported by the respective revolving fund:

| | REVOLVING FUND | AUTHORITY TO SPEND FUND | REVENUE SOURCES | USE OF FUNDS |
|---|---|-------------------------|---|--|
| 1 | Transfer Station | Board of Public Works | Receipts including sticker fees paid for use of the Transfer Station, Pay as You Throw bags, recycling income | Payment of costs for the operation and improvement of the Transfer Station |
| 2 | Council on Aging | Council on Aging | Receipts including fees paid to participate in Council on Aging programs | Payment of costs for Council on Aging programs |
| 3 | School Department: Professional Development | School Committee | Fees paid for teacher training programs | Payment of costs for teacher training programs |
| 4 | School Department: Curriculum | School Committee | Fees paid for student instructional materials | Payment of costs for student instructional materials |

| | | | | |
|---|-----------------------------|-----------------------|--|--|
| 5 | Recreation | Recreation Commission | Receipts including fees paid to participate in recreational and educational programs/events and building rental fees; Receipts including fees paid for the use of the Town Beach and beach programs/events | Payment of costs for recreational and educational programs/events and facilities including Town Beach; and for athletic fields for costs paid from field user fees received prior to July 1, 2017 for major field maintenance on athletic fields not performed by DPW, and approved capital projects |
| 6 | Recreation: Athletic Fields | Recreation Commission | Receipts including fees paid for the use of athletic fields | Payment of costs from field user fees received on or after July 1, 2017 for athletic field equipment (such as nets, goals, porta potties, benches, tables and fences), utilities (electricity and water), major field maintenance not performed by DPW, and approved capital projects |

- B. Any Town board authorized to administer a revolving fund shall approve user fees, calculated upon the cost of providing the service or program, which shall include but is not limited to, costs for associated maintenance, capital improvements, wages and employee benefits and indirect costs.
 - C. The Annual Town Report shall include, for each Revolving Fund, an accounting of the fiscal year-end revenues, expenses, balances and Town Meeting voted limit of expenditure.
 - D. In connection with the annual Town budget cycle, the entity authorized to spend each fund shall submit to the Finance Committee an estimated end-of-year balance for the current fiscal year and a revenue and expense plan for the upcoming fiscal year.
- 2.) Set the following enumerated dollar figure for Fiscal Year 2018 as the total amount that may be expended from the respective authorized Revolving Fund, or take any other action relative thereto:
1. Transfer Station - \$625,000
 2. Council on Aging - \$50,000
 3. School Department/Professional Development - \$50,000
 4. School Department/Curriculum - \$25,000
 5. Recreation: Programs & Facilities - \$950,000
 6. Recreation: Athletic Fields - \$150,000

MOTION No. 1:

Louis M. Jurist moved that the Town vote to amend the Code of the Town of Wayland by adopting General Bylaw §19-10, entitled “Revolving Funds”, as set forth in Article 5 on Pages 25-27 of the Warrant for the 2017 Annual Town Meeting and on page 2 of Errata #2.

VOTED:

IN FAVOR: 143
OPPOSED: 4 MOTION PASSED

MOTION No. 2:

Louis M. Jurist moved that the that the Town set the total amount that may be expended from the respective Revolving Funds for Fiscal Year 2018 as listed in Paragraph “2” of Article 5 on Pages 25-27 of the Warrant for the 2017 Annual Town Meeting and as amended by the errata sheet, as follows:

1. Transfer Station - \$625,000
2. Council on Aging - \$50,000
3. School Department/Professional Development - \$50,000
4. School Department/Curriculum - \$25,000
5. Recreation - \$950,000
6. Recreation: Athletic Fields -\$150,000

VOTED:

IN FAVOR: 136
OPPOSED: 9 MOTION PASSED

**The Moderator recognized the successful candidates of the 2017 Annual Town Election.*

| | |
|----------------------|---------------------------------|
| Dennis Berry | Moderator |
| Cherry C. Karlson | Board of Selectman |
| Douglas A. Levine | Board of Selectman |
| Jeanne Downs | School Committee |
| Nathaniel Buffum | School Committee |
| Jayson S. Brodie | Assessors |
| Steven M. Glovsky | Assessors |
| Aida A. Gennis | Library Trustee |
| Leah B. Hart | Library Trustee |
| Arnold R. Soslow | Board of Health |
| Susan Erica Green | Board of Health |
| Kevin Francis Murphy | Planning Board |
| Nicole W. Riley | Planning Board |
| Jennifer M. Steel | Planning Board Associate Member |
| Thomas J. Abdella | Board of Public Works |
| Christopher Ryan Fay | Recreation Commissioner |
| Russell T. Kopp | Commissioner of Trust Funds |
| Mary M. Antes | Housing Authority |

The candidates were recognized with a round of applause.

ARTICLE 6: FY 2018 OMNIBUS BUDGET

Proposed by: Finance Committee

To determine what sum of money the Town will appropriate for the operation and expenses of the Town, including capital expenditures for equipment, improvements, or other purposes, and determine whether such appropriation shall be provided by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by borrowing, or otherwise.

MOTIONS UNDER ARTICLE 6:

- 1) “That each and every numbered item set forth in the Finance Committee’s Budget for Fiscal Year 2018 be voted, granted and appropriated as an expenditure for several purposes and uses set forth in said budget establishing a total budget of \$81,850,460 which sum shall be expended only for the purposes shown under the respective boards, committees and offices of the Town; and, of the total sum so appropriated, \$74,404,908 shall be raised by taxation, \$615,000 shall be provided by transfer from Ambulance receipts, \$85,245 shall be provided by transfer from Premium on Bonds Account, \$1,284,931 shall be provided by transfer from other funds, \$200,000 shall be provided by transfer from Overlay Surplus, \$500,000 shall be provided by transfer from Unreserved Fund Balance, \$4,002,227 shall be provided from Water revenue, \$45,405 shall be provided from Septage Retained Earnings, and \$712,744 shall be provided from Wastewater revenues.
- 2) “That the Town continue for Fiscal Year 2018 the Transfer Station revolving fund by vote of the 2011 Annual Town Meeting pursuant to Chapter 44, Section 53E1/2 of the Massachusetts General Laws by the Board of Public Works for transfer station programs and activities, to be funded by user fees and recycling receipts collected; and that the amount to be expended not to exceed the sum of \$625,000” and
- 3) “That the Town continue for Fiscal Year 2018 the revolving fund established by vote of the 2006 Annual Town Meeting pursuant to Chapter 44, Section 53E1/2 of the Massachusetts General Laws by the Recreation Commission for recreation programs and activities, to be funded by user fees collected; and that the amount to be expended not to exceed the sum of \$950,000” and
- 4) “That the Town continue for Fiscal Year 2018 the revolving fund established by vote of the 1994 Annual Town Meeting pursuant to Chapter 44, Section 53E1/2 of the Massachusetts General Laws for use by the Council on Aging for education, cultural and entertainment programs and purposes, to be funded by receipts from said programs; and that the amount to be expended not exceed the sum of \$50,000.”
- 5) “That the Town continue for Fiscal Year 2018 the revolving fund established by vote of the 2016 Annual Town Meeting pursuant to Chapter 44, Section 53E1/2 of the Massachusetts General Laws by the School Committee for school department professional development., to be funded by user fees collected; and that the amount to be expended not to exceed the sum of \$50,000” and
- 6) “That the Town continue for Fiscal Year 2018 the revolving fund established by vote of the 2016 Annual Town Meeting pursuant to Chapter 44, Section 53E1/2 of the Massachusetts General Laws by the School Committee for school department curriculum., to be funded by user fees collected; and that the amount to be expended not to exceed the sum of \$25,000” and

- 7) “That each and every numbered item set forth in the Finance Committee’s capital budget of Fiscal Year 2018 listed on pages 40-48 in the total amount of \$2,983,000 be appropriated for equipment and vehicle acquisitions and projects for the listed departments, each of which shall be a separate appropriation, and, of the total sum so appropriated, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow \$1,290,000 pursuant to the provisions of Massachusetts General Laws Chapter 44, Sections 7 and 8, \$347,128 shall be raised from taxation, \$219,180 shall be provided by transfer from Unreserved Fund Balance, \$225,000 shall be provided from water surplus, and \$445,000 shall be provided from Ambulance receipts, and \$120,000 shall be provided from the Cemetery Fund, and \$336,692 shall be provided by surplus capital closeouts.”

| FISCAL YEAR 2018 BUDGET | | | | |
|--------------------------------|-------------------|-------------------|---------------------|----------------------|
| | ACTUAL FY 2015 | ACTUAL FY 2016 | APPROVED FY 2017 | REQUESTED FY 2018 |
| SELECTMEN | | | | |
| <i>Total FTEs</i> | 0.00 | 0.00 | 0.00 | 0.00 |
| PURCHASE OF SERVICES | \$20,760 | \$25,662 | \$24,000 | \$25,000 |
| SUPPLIES | \$3,015 | -\$3,830 | \$6,000 | \$0 |
| 1 TOTAL EXPENSES | \$23,775 | \$21,832 | \$30,000 | \$25,000 |
| TOTAL SELECTMEN | \$23,775 | \$21,832 | \$30,000 | \$25,000 |
| TOWN OFFICE | | | | |
| <i>Total FTEs</i> | 5.00 | 5.00 | 5.00 | 5.00 |
| 2 PERSONNEL SERVICES | \$468,322 | \$452,832 | \$435,000 | \$477,852 |
| PURCHASE OF SERVICES | \$14,842 | \$12,369 | \$10,000 | \$10,500 |
| SUPPLIES | \$66,139 | \$58,571 | \$71,500 | \$56,500 |
| 3 TOTAL EXPENSES | \$80,981 | \$70,940 | \$81,500 | \$67,000 |
| TOTAL TOWN OFFICE | \$549,303 | \$523,772 | \$516,500 | \$544,852 |
| PERSONNEL BOARD | | | | |
| <i>Total FTEs</i> | 0.00 | 0.00 | 0.00 | 0.00 |
| 4 PERSONNEL SERVICES | \$2,100 | \$2,578 | \$5,000 | \$5,000 |
| PURCHASE OF SERVICES | \$8,540 | \$5,557 | \$10,000 | \$10,000 |
| 5 TOTAL EXPENSES | \$8,540 | \$5,557 | \$10,000 | \$10,000 |
| TOTAL PERSONNEL BOARD | \$10,640 | \$8,135 | \$15,000 | \$15,000 |
| FINANCE | | | | |
| <i>Total FTEs</i> | 4.54 | 4.54 | 4.80 | 4.80 |
| 6 PERSONNEL SERVICES | \$296,257 | \$322,273 | \$338,618 | \$350,132 |
| PURCHASE OF SERVICES | \$60,909 | \$68,548 | \$53,700 | \$57,500 |
| SUPPLIES | \$1,563 | \$63 | \$3,000 | \$700 |
| 7 TOTAL EXPENSES | \$62,472 | \$68,611 | \$56,700 | \$58,200 |
| TOTAL FINANCE | \$358,729 | \$390,884 | \$395,318 | \$408,332 |
| ASSESSOR | | | | |
| <i>Total FTEs</i> | 4.00 | 4.00 | 4.00 | 4.00 |
| 8 PERSONNEL SERVICES | \$243,751 | \$252,898 | \$259,626 | \$261,394 |
| PURCHASE OF SERVICES | \$53,361 | \$44,710 | \$49,150 | \$46,050 |
| SUPPLIES | \$3,025 | \$2,778 | \$3,100 | \$3,100 |
| 9 TOTAL EXPENSES | \$56,386 | \$47,488 | \$52,250 | \$49,150 |
| TOTAL ASSESSOR | \$300,137 | \$300,386 | \$311,876 | \$310,544 |

| | ACTUAL FY 2015 | ACTUAL FY 2016 | APPROVED FY 2017 | REQUESTED FY 2018 | |
|-------------------------------|------------------------------|-------------------|---------------------|----------------------|-----------|
| TREASURER | | | | | |
| | <i>Total FTEs</i> | | | | |
| | 3.26 | 3.26 | 3.23 | 3.23 | |
| 10 | PERSONNEL SERVICES | \$208,554 | \$167,806 | \$190,104 | \$191,562 |
| | PURCHASE OF SERVICES | \$72,609 | \$119,743 | \$99,900 | \$90,300 |
| | SUPPLIES | \$0 | \$106 | \$200 | \$20,100 |
| 11 | TOTAL EXPENSES | \$72,609 | \$119,849 | \$100,100 | \$110,400 |
| | TOTAL TREASURER | \$281,163 | \$287,655 | \$290,204 | \$301,962 |
| TOWN COUNSEL | | | | | |
| | <i>Total FTEs</i> | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | |
| | PURCHASE OF SERVICES | \$142,088 | \$160,817 | \$175,000 | \$200,000 |
| | SUPPLIES | \$0 | \$0 | \$0 | \$0 |
| 12 | TOTAL EXPENSES | \$142,088 | \$160,817 | \$175,000 | \$200,000 |
| | TOTAL TOWN COUNSEL | \$142,088 | \$160,817 | \$175,000 | \$200,000 |
| INFORMATION TECHNOLOGY | | | | | |
| | <i>Total FTEs</i> | | | | |
| | 1.00 | 1.00 | 3.00 | 3.00 | |
| 13 | PERSONNEL SERVICES | \$84,693 | \$86,450 | \$287,669 | \$291,024 |
| | PURCHASE OF SERVICES | \$197,706 | \$144,984 | \$384,104 | \$349,617 |
| | SUPPLIES | \$52,308 | \$229,337 | \$125,500 | \$228,000 |
| 14 | TOTAL EXPENSES | \$250,014 | \$374,321 | \$509,604 | \$577,617 |
| | TOTAL INFORMATION TECHNOLOGY | \$334,707 | \$460,771 | \$797,273 | \$868,641 |
| TOWN CLERK | | | | | |
| | <i>Total FTEs</i> | | | | |
| | 2.00 | 2.00 | 2.00 | 2.00 | |
| 15 | PERSONNEL SERVICES | \$119,529 | \$121,526 | \$125,781 | \$129,299 |
| | PURCHASE OF SERVICES | \$13,829 | \$13,775 | \$15,930 | \$15,190 |
| | SUPPLIES | \$1,104 | \$2,930 | \$1,400 | \$1,850 |
| 16 | TOTAL EXPENSES | \$14,933 | \$16,705 | \$17,330 | \$17,040 |
| | TOTAL TOWN CLERK | \$134,462 | \$138,231 | \$143,111 | \$146,339 |
| ELECTIONS | | | | | |
| | <i>Total FTEs</i> | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | |
| 17 | PERSONNEL SERVICES | \$22,522 | \$17,858 | \$37,908 | \$6,503 |
| | PURCHASE OF SERVICES | \$4,704 | \$3,867 | \$1,000 | \$3,300 |
| | SUPPLIES | \$3,714 | \$7,604 | \$9,170 | \$4,270 |
| 18 | TOTAL EXPENSES | \$8,418 | \$11,471 | \$10,170 | \$7,570 |
| | TOTAL ELECTIONS | \$30,940 | \$29,329 | \$48,078 | \$14,073 |

| | ACTUAL FY 2015 | ACTUAL FY 2016 | APPROVED FY 2017 | REQUESTED FY 2018 |
|---------------------|--------------------------|-------------------|---------------------|----------------------|
| REGISTRAR | | | | |
| | <i>Total FTEs</i> | <i>0.00</i> | <i>0.00</i> | <i>0.00</i> |
| 19 | PERSONNEL SERVICES | \$275 | \$275 | \$1,075 |
| | PURCHASE OF SERVICES | \$3,799 | \$3,675 | \$4,625 |
| 20 | TOTAL EXPENSES | \$3,799 | \$3,675 | \$4,625 |
| | TOTAL REGISTRAR | \$4,074 | \$3,950 | \$5,700 |
| CONSERVATION | | | | |
| | <i>Total FTEs</i> | <i>1.83</i> | <i>2.37</i> | <i>2.54</i> |
| 21 | PERSONNEL SERVICES | \$132,862 | \$158,188 | \$170,302 |
| | PURCHASE OF SERVICES | \$7,941 | \$13,245 | \$33,000 |
| | SUPPLIES | \$6,767 | \$11,365 | \$11,210 |
| 22 | TOTAL EXPENSES | \$14,708 | \$24,610 | \$44,210 |
| | TOTAL CONSERVATION | \$147,570 | \$182,798 | \$214,512 |
| PLANNING | | | | |
| | <i>Total FTEs</i> | <i>1.40</i> | <i>1.40</i> | <i>1.40</i> |
| 23 | PERSONNEL SERVICES | \$104,254 | \$106,399 | \$105,472 |
| | PURCHASE OF SERVICES | \$2,702 | \$1,185 | \$4,095 |
| | SUPPLIES | \$222 | \$1,725 | \$200 |
| 24 | TOTAL EXPENSES | \$2,924 | \$2,910 | \$4,295 |
| | TOTAL PLANNING | \$107,178 | \$109,309 | \$109,767 |
| SURVEYOR | | | | |
| | <i>Total FTEs</i> | <i>2.00</i> | <i>2.00</i> | <i>2.00</i> |
| 25 | PERSONNEL SERVICES | \$162,411 | \$165,319 | \$168,764 |
| | PURCHASE OF SERVICES | \$21,520 | \$14,584 | \$20,255 |
| | SUPPLIES | \$1,136 | \$2,030 | \$4,000 |
| 26 | TOTAL EXPENSES | \$22,656 | \$16,614 | \$24,255 |
| | TOTAL SURVEYOR | \$185,067 | \$181,933 | \$193,019 |
| FACILITIES | | | | |
| | <i>Total FTEs</i> | <i>4.54</i> | <i>4.54</i> | <i>4.54</i> |
| 27 | PERSONNEL SERVICES | \$263,107 | \$265,605 | \$266,198 |
| 28 | PURCHASE OF SERVICES | \$207,285 | \$252,863 | \$280,900 |
| | Contract Services | | | |
| | Repairs & Other Expenses | | | |
| 29 | UTILITIES | \$458,885 | \$449,242 | \$487,000 |
| 30 | SUPPLIES | \$35,109 | \$26,413 | \$33,000 |
| | TOTAL FACILITIES | \$964,386 | \$994,123 | \$1,067,098 |

| | ACTUAL FY 2015 | ACTUAL FY 2016 | APPROVED FY 2017 | REQUESTED FY 2018 |
|---|-------------------------------|-------------------|---------------------|----------------------|
| MISC COMMITTEES | | | | |
| <i>Historic Commission, Surface Water Quality Commission, Historic District Commission, Public Ceremonies Committee</i> | | | | |
| | <i>Total FTEs</i> | <i>0.00</i> | <i>0.00</i> | <i>0.00</i> |
| | | | | |
| | | | | |
| 31 | PURCHASE OF SERVICES | \$19,546 | \$46,481 | \$47,275 |
| | TOTAL EXPENSES | \$19,546 | \$46,481 | \$47,275 |
| | | | | |
| | TOTAL MISC COMMITTEES | \$19,546 | \$46,481 | \$47,275 |
| POLICE | | | | |
| | <i>Total FTEs</i> | <i>25.59</i> | <i>25.59</i> | <i>25.59</i> |
| | | | | |
| 32 | PERSONNEL SERVICES | \$2,192,172 | \$2,260,188 | \$2,356,693 |
| | | | | |
| | | | | |
| | PURCHASE OF SERVICES | \$138,688 | \$149,093 | \$140,710 |
| | SUPPLIES | \$167,962 | \$127,241 | \$169,400 |
| 33 | TOTAL EXPENSES | \$306,650 | \$276,334 | \$310,110 |
| | | | | |
| | TOTAL POLICE | \$2,498,822 | \$2,536,522 | \$2,666,803 |
| | | | | |
| | | | | |
| JOINT COMMUNICATIONS | | | | |
| | <i>Total FTEs</i> | <i>8.00</i> | <i>8.00</i> | <i>8.00</i> |
| | | | | |
| 34 | PERSONNEL SERVICES | \$449,983 | \$478,809 | \$496,675 |
| | | | | |
| | | | | |
| | PURCHASE OF SERVICES | \$11,774 | \$10,471 | \$11,600 |
| | UTILITIES | \$11,019 | \$11,945 | \$10,000 |
| | SUPPLIES | \$4,362 | \$4,457 | \$5,500 |
| 35 | TOTAL EXPENSES | \$27,155 | \$26,873 | \$27,100 |
| | | | | |
| | TOTAL JOINT COMMUNICATIONS | \$477,138 | \$505,682 | \$523,775 |
| | | | | |
| | | | | |
| EMERGENCY MANAGEMENT | | | | |
| | <i>Total FTEs</i> | <i>0.00</i> | <i>0.00</i> | <i>0.00</i> |
| | | | | |
| | | | | |
| | PURCHASE OF SERVICES | \$15,202 | \$15,384 | \$16,000 |
| | SUPPLIES | \$7,001 | \$7,238 | \$7,000 |
| 36 | TOTAL EXPENSES | \$22,203 | \$22,622 | \$23,000 |
| | | | | |
| | TOTAL EMERGENCY MANAGEMENT | \$22,203 | \$22,622 | \$23,000 |
| | | | | |
| | | | | |
| DOG OFFICER | | | | |
| | <i>Total FTEs</i> | <i>0.00</i> | <i>0.00</i> | <i>0.00</i> |
| | | | | |
| | | | | |
| | PURCHASE OF SERVICES | \$21,228 | \$21,652 | \$21,500 |
| | SUPPLIES | \$0 | \$0 | \$0 |
| 37 | TOTAL EXPENSES | \$21,228 | \$21,652 | \$21,500 |
| | | | | |
| | TOTAL DOG OFFICER | \$21,228 | \$21,652 | \$21,500 |

| | ACTUAL FY 2015 | ACTUAL FY 2016 | APPROVED FY 2017 | REQUESTED FY 2018 |
|--------------------------------------|-------------------|-------------------|---------------------|---|
| FIRE & ALS | | | | |
| <i>Total FTEs</i> | 28.87 | 29.87 | 26.54 | 26.54 |
| 38 PERSONNEL SERVICES | \$2,122,359 | \$2,251,212 | \$2,492,921 | \$2,437,622 |
| PURCHASE OF SERVICES | \$39,073 | \$65,297 | \$74,500 | \$76,600 |
| SUPPLIES | \$188,058 | \$167,578 | \$183,900 | \$177,200 |
| 39 TOTAL EXPENSES | \$227,131 | \$232,875 | \$258,400 | \$253,800 |
| TOTAL FIRE | \$2,349,490 | \$2,484,087 | \$2,751,321 | \$2,691,422 |
| BUILDING & ZONING | | | | |
| <i>Total FTEs</i> | 4.63 | 4.63 | 4.63 | 4.63 |
| 40 PERSONNEL SERVICES | \$278,199 | \$294,236 | \$311,497 | \$300,204 |
| PURCHASE OF SERVICES | \$7,875 | \$10,067 | \$12,000 | \$16,000 |
| SUPPLIES | \$1,366 | \$135 | \$2,501 | \$3,000 |
| 41 TOTAL EXPENSES | \$9,241 | \$10,202 | \$14,501 | \$19,000 |
| TOTAL BUILDING & ZONING | \$287,440 | \$304,438 | \$325,998 | \$319,204 |
| SCHOOLS | | | | |
| <i>Total FTEs</i> | 391.86 | 393.50 | 405.45 | 421.50 |
| 42 TOTAL SCHOOLS | \$35,194,711 | \$36,462,311 | \$37,722,833 | \$38,486,462 \$38,938,393 |
| REGIONAL VOCATIONAL SCHOOLS | | | | |
| <i>Total FTEs</i> | 0.00 | 0.00 | 0.00 | 0.00 |
| 43 TOTAL REGIONAL VOCATIONAL SCHOOLS | \$203,026 | \$109,056 | \$68,618 | \$185,000 |
| DPW | | | | |
| <i>Total FTEs</i> | 29.41 | 29.41 | 31.24 | 31.24 |
| 44 PERSONNEL SERVICES | \$1,270,236 | \$1,348,950 | \$1,586,848 | \$1,652,546 |
| HIGHWAY | | | | |
| 45 PERSONNEL SERVICES | \$869,973 | \$851,281 | \$1,030,407 | \$1,056,109 |
| 46 PURCHASE SERVICES | \$172,131 | \$229,184 | \$227,700 | \$429,000 |
| SUPPLIES | \$76,888 | \$72,823 | \$74,800 | \$95,500 |
| PARK AND CEMETERY | | | | |
| 47 PERSONNEL SERVICES | \$400,263 | \$497,669 | \$556,441 | \$596,437 |
| 48 PURCHASE SERVICES | \$65,832 | \$179,917 | \$185,500 | \$205,000 |
| SUPPLIES | \$96,241 | \$106,750 | \$107,500 | \$122,000 |
| LANDFILL | | | | |
| 49 PURCHASE SERVICES | \$29,143 | \$19,281 | \$65,000 | \$65,000 |
| TOTAL DPW | \$1,710,471 | \$1,956,905 | \$2,247,348 | \$2,569,046 |

| | ACTUAL FY 2015 | ACTUAL FY 2016 | APPROVED FY 2017 | REQUESTED FY 2018 |
|--------------------------|-------------------|-------------------|---------------------|----------------------|
| SNOW | | | | |
| <i>Total FTEs</i> | <i>0.00</i> | <i>0.00</i> | <i>0.00</i> | <i>0.00</i> |
| 50 PERSONNEL SERVICES | \$229,040 | \$96,602 | \$125,000 | \$125,000 |
| PURCHASE OF SERVICES | \$333,983 | \$94,077 | \$110,000 | \$110,000 |
| SUPPLIES | \$381,118 | \$230,640 | \$215,000 | \$215,000 |
| 51 TOTAL EXPENSES | \$715,101 | \$324,717 | \$325,000 | \$325,000 |
| TOTAL SNOW | \$944,141 | \$421,319 | \$450,000 | \$450,000 |
| BOARD OF HEALTH | | | | |
| <i>Total FTEs</i> | <i>9.29</i> | <i>9.29</i> | <i>9.29</i> | <i>9.29</i> |
| 52 PERSONNEL SERVICES | \$589,158 | \$649,489 | \$672,884 | \$699,543 |
| PURCHASE OF SERVICES | \$138,943 | \$145,055 | \$167,656 | \$168,336 |
| SUPPLIES | \$9,716 | \$10,790 | \$15,700 | \$15,700 |
| 53 TOTAL EXPENSES | \$148,659 | \$155,845 | \$183,356 | \$184,036 |
| TOTAL BOARD OF HEALTH | \$737,817 | \$805,334 | \$856,240 | \$883,579 |
| VETERANS SERVICES | | | | |
| <i>Total FTEs</i> | <i>0.00</i> | <i>0.00</i> | <i>0.00</i> | <i>0.00</i> |
| PURCHASE OF SERVICES | \$37,004 | \$39,419 | \$44,000 | \$44,000 |
| SUPPLIES | \$4,938 | \$2,999 | \$4,000 | \$4,000 |
| 54 TOTAL EXPENSES | \$41,942 | \$42,418 | \$48,000 | \$48,000 |
| TOTAL VETERANS SERVICES | \$41,942 | \$42,418 | \$48,000 | \$48,000 |
| COUNCIL ON AGING | | | | |
| <i>Total FTEs</i> | <i>2.83</i> | <i>3.34</i> | <i>3.34</i> | <i>3.34</i> |
| 55 PERSONNEL SERVICES | \$172,252 | \$200,989 | \$207,486 | \$207,193 |
| PURCHASE OF SERVICES | \$43,752 | \$36,100 | \$46,700 | \$45,000 |
| SUPPLIES | \$7,762 | \$9,675 | \$9,300 | \$12,500 |
| 56 TOTAL EXPENSES | \$51,514 | \$45,775 | \$56,000 | \$57,500 |
| TOTAL COUNCIL ON AGING | \$223,766 | \$246,764 | \$263,486 | \$264,693 |
| YOUTH SERVICES | | | | |
| <i>Total FTEs</i> | <i>3.03</i> | <i>3.03</i> | <i>3.03</i> | <i>3.03</i> |
| 57 PERSONNEL SERVICES | \$167,101 | \$217,977 | \$222,400 | \$221,246 |
| PURCHASE OF SERVICES | \$2,807 | \$2,786 | \$2,850 | \$4,600 |
| SUPPLIES | \$789 | \$1,115 | \$1,225 | \$1,625 |
| 58 TOTAL EXPENSES | \$3,596 | \$3,901 | \$4,075 | \$6,225 |
| TOTAL YOUTH SERVICES | \$170,697 | \$221,878 | \$226,475 | \$227,471 |

| | ACTUAL FY 2015 | ACTUAL FY 2016 | APPROVED FY 2017 | REQUESTED FY 2018 |
|--------------------------|--|-------------------|---------------------|----------------------|
| LIBRARY | | | | |
| | <i>Total FTEs</i> | 13.74 | 13.74 | 13.69 |
| 59 | PERSONNEL SERVICES | \$771,670 | \$806,012 | \$823,000 |
| | PURCHASE OF SERVICES | \$40,851 | \$52,863 | \$47,700 |
| | SUPPLIES | \$177,447 | \$175,251 | \$185,500 |
| 60 | TOTAL EXPENSES | \$218,298 | \$228,114 | \$233,200 |
| | TOTAL LIBRARY | \$989,968 | \$1,034,126 | \$1,056,200 |
| RECREATION | | | | |
| | <i>Total FTEs</i> | 2.11 | 2.54 | 3.54 |
| | PERSONNEL SERVICES | \$320,364 | \$163,184 | \$172,000 |
| | TOTAL EXPENSES | | \$163,184 | \$172,000 |
| 61 | TOTAL RECREATION | \$233,043 | \$163,184 | \$172,000 |
| DEBT AND INTEREST | | | | |
| | <i>Total FTEs</i> | 0.00 | 0.00 | 0.00 |
| 62 | TOTAL DEBT AND INTEREST | \$7,692,910 | \$7,653,109 | \$7,507,251 |
| RETIREMENT | | | | |
| | <i>Total FTEs</i> | 0.00 | 0.00 | 0.00 |
| | PURCHASE OF SERVICES | \$3,740,468 | \$3,971,988 | \$4,235,414 |
| 63 | TOTAL RETIREMENT | \$3,740,468 | \$3,971,988 | \$4,235,414 |
| UNCLASSIFIED | | | | |
| | <i>Total FTEs</i> | 0.00 | 0.00 | 0.00 |
| | HEALTH & LIFE INSURANCE | | | |
| | Employee Health Insurance (441) | \$4,375,241 | \$4,978,787 | \$5,418,955 |
| | Retiree Health Insurance (456) | \$1,460,894 | \$1,389,134 | \$1,511,945 |
| | Health Insurance Incentive Waiver (64) | \$154,592 | \$176,180 | \$176,600 |
| | Employee & Retiree Life Insurance (603) | \$14,596 | \$13,984 | \$16,000 |
| | Other Expenses | \$52,325 | \$29,393 | \$41,500 |
| 64 | TOTAL HEALTH/LIFE INSURANCE | \$6,057,648 | \$6,587,478 | \$7,165,000 |
| | OTHER INSURANCE | | | |
| 65 | PROPERTY, CASUALTY & LIABILITY INSURANCE | \$573,611 | \$576,157 | \$615,000 |
| 66 | MEDICARE TAX - 1.45% | \$561,962 | \$595,336 | \$580,000 |

| | ACTUAL FY 2015 | ACTUAL FY 2016 | APPROVED FY 2017 | REQUESTED FY 2018 |
|--|-------------------|-------------------|---------------------|-------------------------------------|
| 67 UNEMPLOYMENT COMPENSATION NON CONTRIBUTORY | \$32,465 | \$61,326 | \$50,000 | \$50,000 |
| 68 RETIREMENT | \$17,537 | \$225 | \$0 | \$0 |
| 69 POLICE/FIRE DISABILITY | \$3,082 | \$10,171 | \$15,000 | \$15,000 |
| 70 OCCUPATIONAL HEALTH | \$1,918 | \$6,046 | \$8,000 | \$8,000 |
| TOTAL OTHER INSURANCE | \$1,190,575 | \$1,249,261 | \$1,268,000 | \$1,343,000 |
| 71 SICK LEAVE BUYBACK RESERVE FOR | \$7,500 | \$23,740 | \$40,000 | \$40,000 \$925,000 |
| 72 SALARY SETTLEMENT | \$300,000 | \$374,000 | \$50,000 | \$473,069 |
| 73 TOWN MEETING | \$65,289 | \$105,853 | \$100,000 | \$100,000 |
| 74 STREET LIGHTING | \$122,538 | \$121,421 | \$130,000 | \$130,000 |
| 75 RESERVE FUND BUDGET | \$0 | \$300,000 | \$275,000 | \$250,000 \$9,985,800 |
| TOTAL UNCLASSIFIED | \$7,743,550 | \$8,761,753 | \$9,028,000 | \$9,533,869 |
| TOTAL GENERAL FUND BUDGET | \$68,876,596 | \$71,565,554 | \$74,651,474 | \$77,090,084 |
| WATER FUND | | | | |
| Total FTEs | 8.00 | 8.00 | 8.00 | 8.00 |
| SALARIES | \$713,880 | \$675,805 | \$778,470 | \$719,600 |
| PURCHASE OF SERVICES | \$450,117 | \$619,195 | \$580,117 | \$585,117 |
| UTILITIES | \$363,271 | \$372,458 | \$414,500 | \$414,500 |
| SUPPLIES | \$470,000 | \$564,291 | \$570,000 | \$570,000 |
| OTHER FINANCING USES | \$348,583 | \$331,725 | \$338,601 | \$381,660 |
| DEBT SERVICE | \$1,086,203 | \$1,064,627 | \$1,105,664 | \$1,331,350 |
| 76 TOTAL WATER DEPARTMENT | \$3,432,054 | \$3,628,101 | \$3,787,352 | \$4,002,227 |
| SEPTAGE FUND | | | | |
| Total FTEs | 0.00 | 0.00 | 0.00 | 0.00 |
| SALARIES - RETIREE CHARGES | \$39,502 | \$51,885 | \$52,708 | \$37,529 |
| PURCHASE OF SERVICES | \$0 | \$0 | \$0 | \$7,876 |
| 77 TOTAL SEPTAGE DEPT | \$39,502 | \$34,369 | \$52,708 | \$45,405 |
| WASTEWATER MANAGEMENT DISTRICT COMMISSION | | | | |
| Total FTEs | 0.00 | 0.54 | 0.54 | 0.54 |
| SALARIES | \$0 | \$28,283 | \$33,552 | \$24,317 |
| PURCHASE OF SERVICES | \$145,725 | \$78,650 | \$134,155 | \$116,623 |
| UTILITIES | \$57,400 | \$44,221 | \$48,563 | \$46,916 |
| SUPPLIES | \$0 | \$3,000 | \$25,000 | \$25,000 |
| OTHER FINANCING USES | \$0 | \$24,288 | \$24,669 | \$28,831 |
| DEBT SERVICE | \$451,780 | \$467,601 | \$477,472 | \$471,057 |
| 78 TOTAL WASTEWATER | \$654,905 | \$646,044 | \$743,411 | \$712,744 |

| MANAGEMENT COMMISSION | ACTUAL FY 2015 | ACTUAL FY 2016 | APPROVED FY 2017 | REQUESTED FY 2018 |
|-----------------------------------|---------------------|---------------------|---------------------|----------------------|
| <i>Grand Total FTEs</i> | 556.92 | 561.59 | 575.27 | 591.44 |
| TOTAL ENTERPRISE FUNDS | \$4,126,461 | \$4,308,514 | \$4,583,471 | \$4,760,376 |
| GRAND TOTAL OMNIBUS BUDGET | \$73,003,057 | \$75,874,068 | \$79,234,945 | \$81,850,460 |

| |
|-------------------------------------|
| CAPITAL BUDGET – FISCAL 2018 |
|-------------------------------------|

| DPW | | | |
|---------------------------|---|--------------|--------------------|
| 1 | Town Wide Road Reconstruction | B / CC / SBP | \$600,000 |
| 2 | Equipment Replacement- Tractor H-6 | B | \$190,000 |
| 3 | Cemetery Road Construction | FC / CEM | \$185,000 |
| 4 | Culvert Repairs | B | \$100,000 |
| 5 | Equipment Replacement - Dump Truck H-4 | CC / SC | \$95,000 |
| 6 | Equipment Replacement - Plow and Sander | FC / SBP | \$65,000 |
| FACILITIES | | | |
| 7 | TB Mechanical / Electrical Improvement | FC / SC | \$88,000 |
| 8 | Fire Station # 2 Renovations | AMB | \$75,000 |
| FIRE | | | |
| 9 | Ambulance | AMB | \$305,000 |
| 10 | Fire Vehicle | AMB | \$65,000 |
| SCHOOL | | | |
| 11 | Middle School Tile Replacement | FC / SBP | \$150,000 |
| 12 | Happy Hollow Food Service Equipment | FC | \$60,000 |
| 13 | Claypit Hill Phone Upgrade | CC | \$50,000 |
| 14 | Various Locations Custodial Equipment | CC | \$30,000 |
| DPW WATER ENTERPRISE FUND | | | |
| 15 | Water Mains | B | \$700,000 |
| 16 | Well Cleaning | WS | \$65,000 |
| 17 | Water Tank Study | WS | \$50,000 |
| 18 | Pilot Study Manganese- Campbell Well | WS | \$110,000 |
| TOTAL BUDGET | | | \$2,983,000 |

| SUMMARY OF FUNDING SOURCES | | |
|---------------------------------------|-----|--------------------|
| BORROW (NON-EXEMPT) | B | \$1,290,000 |
| CASH CAPITAL | CC | \$347,128 |
| FREE CASH | FC | \$219,180 |
| AMBULANCE FUND | AMB | \$445,000 |
| CEMETERY FUND | CEM | \$120,000 |
| SURPLUS BOND PROCEEDS FROM CLOSE OUTS | SBP | \$212,683 |
| SURPLUS CAPITAL PROJECTS | SC | \$124,009 |
| WATER SURPLUS | WS | \$225,000 |
| TOTAL FUNDING SOURCES | | \$2,983,000 |

MOTION No. 1 UNDER ARTICLE 6:

David Watkins moved that each and every numbered item set forth in the Finance Committee's Budget for Fiscal Year 2018 be voted, granted and appropriated as an expenditure for the several purposes and uses set forth in said budget establishing a total budget of \$81,850,460 which sum shall be expended only for the purposes shown under the respective boards, committees and offices of the Town; and, of the total sum so appropriated, \$74,104,908 shall be raised by taxation, \$615,000 shall be provided by transfer from Ambulance receipts, \$85,245 shall be provided by transfer from Premium on Bonds Account, \$1,284,931 shall be provided by transfer from other funds, \$500,000 shall be provided by transfer from Overlay Surplus, \$500,000 shall be provided by transfer from Unreserved Fund Balance, \$4,002,227 shall be provided from Water revenue, \$45,405 shall be provided from Septage Retained Earnings, and \$712,744 shall be provided from Wastewater revenues. (as shown on page 3 of the errata)

AMENDMENT TO MOTION No. 1:

Ellen Grieco moved to amend motion No.1 under Article 6 by increasing the amount appropriated for the School Department on line 42 of the budget as printed on page 34 of the Warrant for the 2017 Annual Town Meeting by \$451,931 such that the School Department budget total shall be increased from \$38,486,462 to \$38,938,393, and to provide for said appropriation, that the amount requested for the Unclassified/Salary Settlement on line 72 as printed on page 37 of the Warrant for the 2017 Annual Town Meeting be reduced by \$451,931 such that the Unclassified budget shall be \$9,533,869.

VOTED ON AMENDMENT TO MOTION No. 1:**IN FAVOR: 176****OPPOSED: 58 AMENDMENT PASSED BY 2/3 Vote****MOTION TO AMEND MOTION No. 1:**

Anette Lewis moved and was duly seconded that the Town vote to Amend Motion No.1 by deleting line item 72 in the amount of \$925,000 and inserting "0".

VOTED ON SECOND AMMENDMENT TO MOTION No.1:**IN FAVOR: 66****OPPOSED: 189 AMENDMENT DOES NOT PASS****VOTED ON MOTION No. 1 UNDER ARTICLE 6 AS AMENDED:****IN FAVOR: 181****OPPOSED: 44 MOTION PASSED**

**The Moderator recognized Dr. Paul Stein, School Superintendent who will be retiring in September, for his service and friendship to the Town over the past six years.*

**Ellen Grieco, Chair of the School Committee rose to thank Barb Fletcher for her many years of service to the Town and School Committee.*

MOTION No. 2 UNDER ARTICLE 6:

David Watkins moved that the Town continue for Fiscal Year 2018 the revolving funds for the purposes and with the funding sources, expenditure authorities and expenditure limits for the Fiscal Year beginning July 1, 2017 all as set forth in Paragraphs 2-6 of Article 6 on Page 28 of the Warrant for the 2017 Annual Town Meeting, pursuant to Chapter 44, Section 53E1/2 of the Massachusetts General Laws.

VOTED ON MOTION No. 2 UNDER ARTICLE 6:**IN FAVOR: 237****OPPOSED: 11 MOTION PASSED****MOTION No. 3 UNDER ARTICLE 6:-CAPITAL BUDGET:**

Carol Martin moved that each and every numbered item set forth in the Finance Committee's capital budget of Fiscal Year 2018 listed on Pages 39-48 of the Warrant for the 2017 Annual Town Meeting in the total amount of \$2,983,000 be appropriated for equipment and vehicle acquisitions and projects for the listed departments, each of which shall be a separate appropriation, and, of the total sum so appropriated, \$347,128 shall be raised from taxation, \$219,180 shall be provided by transfer from the General Fund - Unreserved Fund Balance, \$225,000 shall be provided from water surplus, \$445,000 shall be provided from Ambulance receipts, \$120,000 shall be provided from the Cemetery Fund, \$212,683 shall be provided by transfer from surplus bond proceeds from closeouts and \$124,009 shall be provided by transfer from surplus capital projects, and, further, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow \$1,290,000 pursuant to the provisions of Massachusetts General Laws Chapter 44, Sections 7 and 8, or any other enabling legislation, and to issue bonds or notes of the Town therefore, and further, that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with G.L. c.44, §20, thereby reducing by a like amount the amount authorized to be borrowed to pay such costs.

VOTED ON MOTION No. 3 UNDER ARTICLE 6:**IN FAVOR: 223****OPPOSED: 34 MOTION PASSED BY 2/3 VOTE**

**The following individuals were recognized by the Moderator:*

*Alessandra H. Kingsford**Time Keeper**Deborah Davenport**Weston Town Clerk**Carolyn Murray**New Town Counsel***ARTICLE 7: PERSONNEL BYLAWS AND WAGE AND CLASSIFICATION PLAN***Sponsored by: Personnel Board*

To determine whether the Town will vote to amend the Code of the Town of Wayland, Chapter 43, PERSONNEL and the Personnel Wage and Salary Classification Plan (Appendix B), previously adopted by the Town to amend recreational and seasonal positions and adjust selected positions affected by the Massachusetts minimum wage law.

MOTION:

Miranda Jones moved that the Town amend the Code of the Town of Wayland, Chapter 43, PERSONNEL, and the Personnel Wage and Salary Classification Plan previously adopted by the Town by making the following revisions thereto as set forth on Page 49 and of the Warrant for the 2017 Annual Town Meeting by amending seasonal recreation positions and adjusting selected positions affected by the Massachusetts Minimum Wage Law as set forth in Appendix B on Page 103 for Library Pages and Page 104 for Seasonal Recreation positions of said Warrant and the addition of two non-union positions on page 5 of errata dated March 22, 2017 and page 7 of errata dated March 30, 2017.

VOTE:

IN FAVOR: 247
OPPOSED: 17 MOTION PASSED

Adopted under the Abbreviated Presentation Procedure

ARTICLE 8: COMPENSATION FOR TOWN CLERK

Proposed by: Board of Selectmen

To determine whether the Town will vote to fix the salary and compensation of the elected Town Clerk, pursuant to Massachusetts General Laws Chapter 41, Section 108, to be effective July 1, 2017, which salary and compensation is printed below.

SALARY SCHEDULE – TOWN CLERK

| | <u>FY 2017</u> | <u>FY 2018</u> |
|------------|----------------|----------------|
| Town Clerk | \$ 70,504 | \$ 70,504 |

MOTION:

Lea Anderson moved that the Town vote to fix the salary and compensation of the elected Town Clerk at \$70,504 effective July 1, 2017 under the abbreviated procedure.

QUESTION:

George Harris rose to ask the Board of Selectman why the Town Clerk's salary is treated differently from other non-union personal as the Town Clerk is the only non-union employee who does not receive step increases. The Moderator ruled that the article would be heard under the regular procedure, due to the questions that Mr. Harris was raising.

Mr. Harris asked the Board of Selectman why this disparity exists and if the Board of Selectman plan to make this right. The Moderator asked if anyone wished to respond to the question. There was no response from the Board of Selectman.

MOTION TO AMEND:

Linda Segal moved and was duly seconded that the Town vote to amend the motion by inserting the following language to add to the end of the motion, "subject to revision at the next Town Meeting".

VOTE ON MOTION TO AMEND:

IN FAVOR: 80
OPPOSED: 183 AMENDMENT DOES NOT PASS

QUESTION:

Alan Mathews rose to ask if there is some way to dispense with this article every year.

Cherry Karlson responded that as long as this is an elected position then it must be voted on at Annual Town Meeting and only if it becomes appointed then it would come under the umbrella of the Personal Board.

MOTION TO AMEND:

Alan J. Reiss moved and was duly seconded that the Town vote to amend the motion by increasing the Town Clerks salary to \$77,020 effective July 1, 2017.

VOTED ON MOTION TO AMEND:

IN FAVOR: 62
OPPOSED: 210 AMENDMENT DOES NOT PASS
IN FAVOR: 233
OPPOSED: 21 MOTION PASSED

VOTED ON MOTION:

ARTICLE 9: NON-MEDICAL/RECREATIONAL MARIJUANA MORATORIUM - ZONING BYLAW AMENDMENT

Sponsored by: Youth Advisory Committee

To determine whether the Town will vote to amend Chapter 198 of the Town Code, the Town’s Zoning Bylaw, by making the following revision by adding a new Section 104 and 803.5.8, entitled Temporary Moratorium On Non-Medical/ Recreational Marijuana Establishments and further to amend the Table of Contents to add Section 104 and 803.5.8, “Temporary Moratorium on Non-Medical/Recreational Marijuana Establishments” as follows, or take any other action related thereto:

Section 104. Definition

“Marijuana establishment” in section 1 of Chapter 94G of the General Laws, meaning, a “marijuana cultivator, marijuana testing facility, marijuana product manufacturer, marijuana retailer or any other type of licensed marijuana-related business.”

Section 803.5.8. Temporary Moratorium

“Marijuana Establishment” until January 1, 2019 or six months from the date that final regulations are issued by the Cannabis Control Commission, whichever date is later.

PLANNING BOARD REPORT: On November 8, 2016, the voters of the Commonwealth approved a law regulating the cultivation, processing, distribution, possession and use of marijuana for recreational purposes. The law, which allows certain personal use and possession of marijuana, begins to take effect on December 15, 2016 and as amended on December 30, 2016 via Chapter 351 of the Acts of 2016, requires a Cannabis Control Commission to issue regulations regarding the licensing of commercial activities by March 15, 2018 and to begin accepting applications for licenses on April 1, 2018. Currently, a Non-Medical or Recreational Marijuana Establishment (hereafter, a “Recreational Marijuana Establishment”), as defined in G.L. c. 94G, § 1, is not specifically addressed in the Town’s Zoning Bylaw. Regulations to be promulgated by the Cannabis Control Commission may provide guidance on certain aspects of local regulation of Recreational Marijuana Establishments. The regulation of recreational marijuana raises novel legal, planning, and public safety issues and the Town needs time to study and consider the regulation of Recreational Marijuana Establishments and address such issues, as well as to address the potential impact of the State regulations on local zoning and to undertake a planning process to consider amending the Zoning Bylaw regarding regulation of Recreational Marijuana Establishments. The Town intends to adopt a temporary moratorium on the use of land and structures in the Town for Non-Medical/Recreational Marijuana Establishments so as to allow the Town sufficient time to address the effects of such structures and uses in the Town and to enact bylaws in a consistent manner.

Pursuant to Massachusetts General Laws Chapter 40A, Section 5, the Planning Board held a public hearing to discuss the proposed amendments to the Town’s Zoning Bylaws on February 7, 2017 and closed the public hearing the same night.

The Planning Board voted 4-0 in favor of Article 9

MOTION:

Sarah Greenaway moved that the Town vote to amend Chapter 198 of the Town Code, the Town's Zoning Bylaw, ~~as listed in Article 9 on Pages 51-52 of the Warrant for the 2017 Annual Town Meeting, and as further amended per the errata,~~ by adding a new definition for "Marijuana Establishment" and establishing a temporary moratorium on the use of land, buildings or structures for said Marijuana Establishments in all zoning districts in the Town of Wayland, as follows:

I. Section One

Amend Section 104.2 by adding the following new definition:

Marijuana Establishment – as defined in Section 1 of Chapter 94G of the General Laws, meaning a "marijuana cultivator, marijuana testing facility, marijuana product manufacturer, marijuana retailer or any other type of licensed marijuana-related business."

II. Section Two

Amend Section 803.5 by adding the following new subsection:

Section 803.5.8. : There shall be a temporary moratorium on "Marijuana Establishments" until January 1, 2019, or six months from the date that final regulations are issued by the state Cannabis Control Commission under Chapter 94G of the General Laws, whichever date is later.

MOTION TO ALLOW NON-RESIDENT TO SPEAK:

Sarah Greenaway moved that Jason Verhoosky, Wayland Youth Prevention Specialist be allowed to speak in favor of the motion.

VOTED ON MOTION TO ALLOW NON-RESIDENT TO SPEAK:

IN FAVOR: 219

OPPOSED: 54 MOTION PASSED

VOTED ON MAIN MOTION:

IN FAVOR: 159

OPPOSED: 91 MOTION DOES NOT PASS BY 2/3 VOTE

POINT OF ORDER:

Mr. Lewis S. Russell, Jr. rose to state that because the Moderator was talking when the light was on he was not able to vote before the light went off and asked that the Moderator reopen the window. The Moderator agreed, cancelled the first vote and called for a second vote.

VOTED ON MAIN MOTION:

IN FAVOR: 185

OPPOSED: 109 MOTION DOES NOT PASS BY 2/3 VOTE

ARTICLE 10: AUTHORIZE LOCAL VOTING RIGHTS FOR PERMANENT RESIDENT ALIENS RESIDING IN WAYLAND

Sponsored by: Board of Selectmen

To determine whether the Town will vote to instruct the Board of Selectmen to file with the legislature a request for a special act entitled, An Act Authorizing Local Voting Rights for Permanent Resident Aliens Residing in Wayland, as follows:

Section 1. Notwithstanding the provision of section one of chapter fifty-one of the General Laws, or any other general or special law, rule or regulation to the contrary, residents of the town of Wayland who are aliens lawfully admitted for permanent residence in the United States and who meet all qualifications for registering to vote except U.S. citizenship, may, upon application, have their names entered on a register of qualified permanent resident alien voters and may thereafter vote in any election for local offices, local ballot questions, and at Town Meeting.

Section 2. The Wayland Board of Selectmen is authorized to formulate regulations and guidelines to implement the purpose of this act.

Section 3. Nothing in this act shall be construed to confer upon permanent resident aliens the right to vote for any state or federal office or any state or federal ballot question.

MOTION:

Mary Antes moved that the Town authorize the Board of Selectmen to petition the General Court for special legislation and approve Article 10 as set forth on Page 53 of the Warrant for the 2017 Annual Town Meeting; provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approves clerical or editorial amendments which are within the general purpose objectives of this petition to the bill before enactment by the General Court.

MOTION TO TERMINATE DEBATE:

Judy A. Bennett moved to terminate debate on the motion.

VOTED ON MOTION TO TERMINATE DEBATE:

IN FAVOR: 245
OPPOSED: 37 MOTION PASSED

VOTED ON MAIN MOTION:

IN FAVOR: 199
OPPOSED: 90 MOTION PASSED

ARTICLE 11: LIBRARY CONSTRUCTION GRANT APPLICATION: ACCEPTANCE OF PRELIMINARY DESIGN AND PROCEDURAL AUTHORIZATIONS

Sponsored by: Board of Library Trustees

To determine whether the Town will vote to:

- a.) accept the preliminary design for the construction of a new library at 195 Main Street as recommended by the Board of Library Trustees, the Library Planning Committee, and the Permanent Municipal Building Committee; and

- b.) authorize the Board of Selectmen and/or the Board of Library Trustees to apply for, accept, and expend, without further appropriation, but with the approval of the Permanent Municipal Building Committee, any state funds that may be available to defray all or part of the cost of the design, construction, and equipping of the new library building, including, but not limited to, a public library construction grant from the Massachusetts Board of Library Commissioners.

MOTION:

Aida Gennis moved that the Town vote to:

- a.) accept the preliminary design for the construction of a new library at 195 Main Street as recommended by the Board of Library Trustees, the Library Planning Committee, and the Permanent Municipal Building Committee; and
- b.) authorize the Board of Selectmen and/or the Board of Library Trustees to apply for, accept, and expend, without further appropriation, but with the approval of the Permanent Municipal Building Committee, any state funds that may be available to defray all or part of the cost of the design, construction, and equipping of the new library building, including, but not limited to, a public library construction grant from the Massachusetts Board of Library Commissioners.

MOTION TO EXTEND TIME TO DEBATE:

Phillip A. Langsdorf moved to extend the time to allow debate on the motion for 15 minutes.

VOTED ON MOTION TO EXTEND DEBATE:

IN FAVOR: 43
OPPOSED: 233 **MOTION DOES NOT PASS**

VOTED ON MAIN MOTION:

IN FAVOR: 202
OPPOSED: 91 **MOTION PASSED**

ARTICLE 12: AUTHORIZE ACQUISITION OF ACCESS AND UTILITY EASEMENT AT 89 STONEBRIDGE ROAD

Sponsored by: Board of Public Works

To determine whether the Town will authorize the Board of Selectmen to acquire by gift, purchase, eminent domain or otherwise, on such terms and conditions as the Board of Selectmen deems appropriate, an access and utility easement on property commonly known as 89 Stonebridge Road, identified as Tax Map 37, Lot 32A, described in a deed recorded with the Middlesex South District Registry of Deeds in Book 62732, Page 282, said easement shown on a plan entitled "Plan of Land in Wayland, Massachusetts 89 Stonebridge Road Habitat for Humanity," dated December 5, 2016, on file with the Town Clerk, and further to authorize the Board of Selectmen to execute any and all documents as may be necessary or convenient in relation thereto.

MOTION:

Prescott W. Baston, Jr. moved that the Town authorize the Board of Selectmen to acquire by gift on such terms and conditions as the Board of Selectmen deems appropriate, an access and utility easement on property commonly known as 89 Stonebridge Road, identified as Tax Map 37, Lot 32A, described in a deed recorded with the Middlesex South District Registry of Deeds in Book 62732, Page 282, said easement shown on a plan entitled "Plan of Land in Wayland, Massachusetts 89 Stonebridge Road

Habitat for Humanity,” dated December 5, 2016, on file with the Town Clerk; and authorize the Board of Selectmen to execute any and all documents as may be necessary or convenient in relation thereto.

VOTED:

IN FAVOR: 170
OPPOSED: 12 MOTION PASSED

Adopted under the Abbreviated Presentation Procedure.

ARTICLE 13: STREET ACCEPTANCE

Sponsored by: Planning Board

To determine whether the Town will vote to accept as town ways the following streets laid out by the Board of Public Works as the duly appointed Road Commissioners for the Town of Wayland, and the Department of Public Works:

Summer Lane
 Dylan’s Circle

MOTION #1:

Albert I. Montague, Jr. moved that the Town vote to accept as a public way the roadway known as Dylan Circle, also as referred to as Dylan’s Circle, as heretofore laid out and shown on a plan of land entitled “As Built Plan Dylan Circle Wayland MA” dated December 15, 2016 , prepared by Andrysick Land Surveying and on file with the Town Clerk, and authorize the Board of Public Works, acting as Road Commissioners to acquire by gift, purchase, and/or eminent domain the fee to and/or easements in Dylan Circle for all purposes for which public ways are used in the Town of Wayland, and any drainage, utility, access, and/or other easements related thereto, all as shown on the plan.

VOTED:

IN FAVOR: 160
OPPOSED: 20 MOTION PASSED

MOTION #2

Albert I. Montague, Jr. moved that the Town accept as a public way the roadway known as Summer Lane, as heretofore laid out and shown on a plan of land entitled “As Built Plan Summer Lane Wayland MA”, prepared by Snelling and Hamel Associates, Inc., dated June 13, 2013 and on file with the Town Clerk, and authorize the Board of Public Works, acting as Road Commissioners to acquire by gift, purchase, and/or eminent domain the fee to and/or easements in Summer Lane for all purposes for which public ways are used in the Town of Wayland, and any drainage, utility, access, and/or other easements related thereto, all as shown on the plan.

VOTED:

IN FAVOR: 154
OPPOSED: 29 MOTION PASSED

ARTICLE 14: LIMITED SITE PLAN REVIEW – EXEMPT USES

Sponsored by: Planning Board

To determine whether the Town will vote to amend Chapter 198 of the code of the Town of Wayland, the Town’s Zoning Bylaw, by making the following revisions:

I. SECTION ONE

Strike Section 603.3 and replace it with the following:

603.3

Notwithstanding Section 601.2, *supra*, any proposed nonprofit educational, religious, or child care uses of land protected under G.L. c. 40A, §3 (“Section 3 Uses”) shall be subject to site plan review under Article 6, which shall be ~~limited~~ consistent with those statutory provisions. The purpose of this Section is to ensure that all such uses and facilities are reasonably regulated in regards to bulk and height of structures and determining yard sizes, lot area, setbacks, open space, parking and building coverage.

603.3.1

In reviewing the site plan submittal for a Section 3 Use, the following issues shall be considered:

- (a) relationship of the bulk, height of structures, and adequacy of open spaces to the natural landscape, existing buildings and other community assets in the area, and compliance with other requirements of this Bylaw, which includes but is not limited to lot coverage, yard sizes, lot areas and setbacks.
- (b) physical layout of the structures, driveways, utilities and other infrastructure as it relates to the convenience and safety of vehicular and pedestrian movement within the site, the location of driveway openings in relation to traffic or to adjacent streets, and when necessary, compliance with other requirements for the disabled, minors or the elderly;
- (c) adequacy of the arrangement of parking and loading areas in relation to the proposed use of the site; and
- (d) physical lighting of the site, including the methods of exterior lighting for convenience, safety and security within the site, and in consideration of impacts on neighboring properties and excessive light pollution.

603.3.2

Site plan review of a Section 3 Use shall be by the Planning Board (“Board”). In considering a site plan for a Section 3 Use, the Board shall consider whether any proposed or potential incidental uses are in harmony with the uses permitted in the underlying zoning district. Subject to the limitations of G.L. c. 40A, §3, the Board shall impose any such conditions, limitations, and safeguards as it deems appropriate to protect the interests of, and consistent with, the planning objectives for the underlying zoning district. The Board shall file its written decision with the Town Clerk within sixty (60) days of receipt of an application, unless such time is extended by agreement of the applicant.

II. SECTION TWO

In Section 802, Table of Permitted Uses, amend footnote “1” to read as follows: “Site plan review shall be limited as set forth under Section 198-603.3 of this Zoning Bylaw.”

III. SECTION THREE

In Section 606.3, first sentence, replace the term “Building Inspector” with “Planning Board.”

PLANNING BOARD REPORT: Approval of this Article would establish a site plan review process, managed by the Planning Board, for new or substantially modified day care, non-profit educational, and religious uses of land in Wayland. These specific land uses have unique protection under Section 3 of the state Zoning Act, a provision sometimes referred to as the “Dover Amendment.” Under that state law, municipalities have limited authority to regulate these uses, although they are not automatically exempt from local zoning bylaws and ordinances. The law permits “reasonable regulations concerning the bulk and height of structures and determining yard sizes, lot area, setbacks, open space, parking and building coverage requirements...”

The recent acquisition of approximately 11 acres at 39-45 Waltham Road by the Carroll School, a non-profit education organization, and the School’s plans to redevelop the property into its Wayland campus for classrooms, meeting space, offices, and athletic fields, exposed a gap in our current zoning regulatory framework. As a protected use under the Dover Amendment, the School’s use of its 11-acre campus is permissible in the underlying residential zoning district, and can only be subjected to “reasonable regulations.” Under our current Zoning Bylaw, Dover Amendment uses are exempt from the ordinary site plan review process conducted by the Planning Board in an open hearing with public participation. Under the current bylaw, such uses must only obtain an informal site plan approval by the Building Commissioner, an unelected town official. The proposed zoning amendment would create a formal review framework for major land use developments associated with educational, religious, and day care uses.

While the Carroll School voluntarily submitted to a site plan review hearing and a list of conditions regulating its activities, and agreed to limit its activities and structures in a manner that will be mostly benign and respectful of its residential neighbors, future applicants may not be so obliging. Existing uses that are not planning any major expansions or changes in use are unaffected. The amendment would not unduly burden educational, religious and day care uses, because the Planning Board’s review and authority to impose restrictions are limited by state statute (the Dover Amendment). The amendment does not affect agricultural uses, which are also protected by the Dover Amendment; such uses are not currently subject to site plan review by the Building Commissioner, and will not be subject to site plan review by the Planning Board. The proposed Bylaw is narrowly tailored to address the need to regulate and put reasonable limits on the size and scope of major educational, religious and day care development projects, which will still be exempt from complying with the full extent of our zoning restrictions that apply to every other commercial and residential property in Wayland.

Pursuant to Massachusetts General Laws Chapter 40A, Section 5, the Planning Board held a public hearing to discuss the proposed amendments to the Town’s Zoning Bylaws on February 7, 2017 and closed the public hearing the same night.

The Planning Board voted 4-0 to support this article.

MOTION:

Daniel Hill moved that the Town vote to amend the Code of the Town of Wayland, Chapter 198, Zoning, by adopting revisions to the Site Plan Review Bylaw as set forth in Article 14 on Pages 59-60 of the Warrant for the 2017 Annual Town Meeting and as noted on errata sheet.

MOTION TO AMEND:

Michael Lowery moved to amend the motion by striking “and excessive light pollution” on page 59 of the warrant.

VOTED ON MOTION TO AMEND:

IN FAVOR: 88
OPPOSED: 98 AMENDMENT DOES NOT PASS

VOTED ON MAIN MOTION:

IN FAVOR: 180
OPPOSED: 16 MOTION PASSED BY 2/3 VOTE

ARTICLE 15: PRESERVATION OF HISTORICALLY SIGNIFICANT BUILDINGS THROUGH DEMOLITION DELAY

Sponsored by: Historical Commission

To determine whether the Town will vote to amend the General Bylaws of the Town of Wayland to include:

PRESERVATION OF HISTORICALLY SIGNIFICANT BUILDINGS THROUGH DEMOLITION DELAY

SECTION 1 INTENT AND PURPOSE

This bylaw is enacted for the purpose of preserving and protecting significant buildings within the Town which constitute or reflect distinctive features of the architectural, cultural, economic, political or social history of the town and to limit the detrimental effect of demolition on the character of the town. Through this bylaw, residents of the town are alerted to impending demolitions of significant buildings and owners of preferably preserved buildings are encouraged to seek out alternative options that will preserve, rehabilitate or restore such buildings. By preserving and protecting significant buildings, streetscapes and neighborhoods, this bylaw promotes the public welfare by making the town a more attractive and desirable place in which to live and work. To achieve these purposes the Historical Commission is authorized to advise the Building Commissioner with respect to demolition permit applications. The issuance of demolition permits is regulated as provided by this bylaw. This bylaw applies only to the exteriors of buildings and structures.

SECTION 2 DEFINITIONS

APPLICANT-Any person or entity who files an application for a demolition permit. If the applicant is not the owner of the premises upon which the building is situated, the owner must indicate on or with the application his/her assent to the filing of the application.

APPLICATION-An application for the demolition of a building.

BUILDING-Any combination of materials forming a shelter for persons, animals, or property.

BUILDING COMMISSIONER - The person occupying the office of Building Commissioner or otherwise authorized to issue demolition permits.

COMMISSION – The Wayland Historical Commission or its designee.

DEMOLITION-Any act of pulling down, destroying, removing, dismantling or razing a building or commencing the work of total or substantial destruction with the intent of completing the same.

DEMOLITION PERMIT - The building permit issued by the Building Commissioner for a demolition of a building, excluding a building permit issued solely for the demolition of the interior of a building.

PREFERABLY PRESERVED - Any significant building which the Commission determines, following a public hearing, that it is in the public interest to be preserved rather than demolished. A preferably preserved building is subject to the twelve month demolition delay period of this bylaw.

SIGNIFICANT BUILDING – Any building within the town which is in whole or in part one hundred or more years old and which has been determined by the Commission or its designee to be significant based on any of the following criteria:

- The Building is importantly associated with one or more historic persons or events, or with the broad architectural, cultural, political, economic or social history of the Town or the Commonwealth; or
- The Building is historically or architecturally important (in terms of period, style, method of building construction or association with a recognized architect or builder) either by itself or in the context of a group of buildings.

SECTION 3 PROCEDURE

No demolition permit for a building which is in whole or in part one hundred or more years old shall be issued without following the provisions of this bylaw. If a building is of unknown age, it shall be assumed that the building is over 100 years old for the purposes of this bylaw.

An applicant proposing to demolish a building subject to this bylaw shall file with the Building Commissioner an application containing the following information:

- The address of the building to be demolished.
- The owner's name, address, e-mail address and telephone number.
- A description of the building.
- The reason for requesting a demolition permit.
- A brief description of the proposed reuse, reconstruction or replacement.
- A photograph or photograph(s) of the building.

The Building Commissioner shall within seven days forward a copy of the application to the Commission. The Commission shall within twenty-one days after receipt of the application, make a written determination of whether the building is significant.

Upon determination by the Commission that the building is not significant, the Commission shall so notify the Building Commissioner and applicant in writing. The Building Commissioner may then issue the demolition permit.

Upon determination by the Commission that the building is significant, the Commission shall so notify the Building Commissioner and the applicant in writing. No demolition permit may be issued at this time. If the Commission does not notify the Building Commissioner within twenty-one days of receipt of the application, the Building Commissioner may proceed to issue the demolition permit.

If the Commission finds that the building is significant, it shall hold a public hearing within thirty days of the written notification to the Building Commissioner. Public notice of the time, place and purpose of the hearing shall be posted in a conspicuous place in town hall for a period of not less than seven days prior to the date of said hearing and the applicant and the building inspector and abutters within 200 feet shall be notified in writing of the meeting time and place.

The Commission shall decide at the public hearing or within fourteen days after the public hearing whether the building should be preferably preserved or if agreed to in writing by the applicant, the determination of the Commission may be postponed.

If the Commission determines that the building is not preferably preserved, the Commission shall so notify the Building Commissioner and applicant in writing. The Building Commissioner may then issue the demolition permit.

If the Commission determines that the building is preferably preserved, the Commission shall notify the Building Commissioner and applicant in writing. No more than seventy-five days shall transpire from submittal of application to determination of preferably preserved. No demolition permit may then be issued for a period of twelve months from the date of the determination unless otherwise agreed to by the Commission. If the Commission does not so notify the Building Commissioner in writing within fourteen days of the public hearing, the Building Commissioner may issue the demolition permit.

Upon a determination by the Commission that a building is preferably preserved, no building permit for new construction or alterations to the subject building shall be issued for a period of twelve months from the date of the determination unless otherwise agreed to by the Commission.

No permit for demolition of a building determined to be a preferably preserved building shall be granted until all plans for future use and development of the site have been filed with the Building Commissioner and have been found to comply with all laws pertaining to the issuance of a building permit or if for a parking lot, a certificate of occupancy for that site. All approvals necessary for the issuance of such building permit or certificate of occupancy including without limitation any necessary zoning variances or special permits, must be granted and all appeals from the granting of such approvals must be concluded, prior to the issuance of a demolition permit under this section.

The Building Commissioner may issue a demolition permit or a building permit for a preferably preserved building within the twelve months if the Commission notifies the Building Commissioner in writing that the Commission finds that the intent and purpose of this bylaw is served even with the issuance of the demolition permit or the building permit.

Following the twelve month delay period, the Building Commissioner may issue the demolition permit.

SECTION 4 ADMINISTRATION

The Commission may adopt such rules and regulations as are necessary to administer the terms of this bylaw. The Commission may delegate authority to make initial determinations of significance to one or more members of the Commission or to a municipal employee.

SECTION 5 EMERGENCY DEMOLITION

If after an inspection, the Building Commissioner finds that a building subject to this bylaw is found to pose an immediate threat to public health or safety due to its deteriorated condition and that there is no reasonable alternative to the immediate demolition of the building, then the Building Commissioner may issue an emergency demolition permit to the owner of the building. The Building Commissioner shall then prepare a report documenting the condition of the building and the basis for his decision which shall be forwarded to the Commission within fourteen days.

SECTION 6 ENFORCEMENT AND REMEDIES

The Building Commissioner is specifically authorized to institute any and all actions and proceedings, in law or equity, as it may deem necessary and appropriate to obtain compliance with the requirements of this bylaw or to prevent an imminent violation thereof.

Any owner of a building subject to this bylaw that demolished the building without first obtaining a demolition permit in accordance with the provisions of this bylaw shall be subject to a fine of not more than Three Hundred Dollars. Each day the violation exists shall constitute a separate offense until a faithful restoration of the demolished building is completed or unless otherwise agreed to by the Commission.

If a building subject to this bylaw is demolished without first obtaining a demolition permit, no building permit shall be issued for a period of five years from the date of the demolition on the subject parcel of

land or any adjoining parcels of land under common ownership and control unless the building permit is for the faithful restoration referred to above or unless otherwise agreed to by the Commission.

SECTION 7 SEVERABILITY

In case any section, paragraph or part of this bylaw be for any reason declared invalid or unconstitutional by any court, every other section, paragraph, and part shall continue in full force and effect.

MOTION:

Elisa Scola moved that the Town vote to amend the Code of the Town of Wayland, by adopting a new General Bylaw entitled “Preservation of Historically Significant Buildings Through Demolition Delay” as set forth in Article 15 on Pages 62-65 of the Warrant for the 2017 Annual Town Meeting.

MOTION TO AMEND:

Duane Galbi moved and was duly seconded that the Town vote to amend the motion by deleting the words “over 100 years old” wherever they appear and replace with “built before 1917”

VOTED ON MOTION TO AMEND:

IN FAVOR: 95
OPPOSED: 100 AMENDMENT DOES NOT PASS

MOTION TO TERMINATE DEBATE:

Donald M. Schuler moved to terminate debate on the motion.

VOTED ON MOTION TO TERMINATE DEBATE:

IN FAVOR: 181
OPPOSED: 24 MOTION PASSES

VOTED ON MAIN MOTION:

IN FAVOR: 98
OPPOSED: 99 MOTION DOES NOT PASS

Cherry Karlson moved to recess Town Meeting until Monday April 3, 2017 at 7:00 PM.

The meeting adjourned at 5:36PM until Monday, April 3, 2017 at 7:00PM

Attendance: 387

**VOTES ENACTED:
MONDAY, APRIL 3, 2017 AT THE WAYLAND HIGH SCHOOL FIELD HOUSE**

DENNIS J. BERRY, MODERATOR:

Pursuant to the Warrant dated March 13, 2017, signed by Cherry C. Karlson, Joseph F. Nolan, Mary M. Antes, Lea T. Anderson, Lewis M. Jurist, Selectmen, served and return of service given by William Pickett, Jr. Constable of the Town, the inhabitants of the Town of Wayland qualified to vote at Town Meeting met this day at Wayland High School Field House, and at 7:00 P.M. the Moderator called the Meeting to order, declared that a quorum was present, and the Meeting proceeded to transact the following business:

PUBLIC CEREMONY COMMITTEE ANNOUNCEMENT:

Richard Turner, Chairman of the Public Ceremonies Committee, announced that the Public Ceremonies Committee had chosen Anne Becker of the Wayland Chapter of the Neighborhood Brigade as the 2017 recipient of the Lydia Maria Child Award and that the presentation of this award would be made at the next meeting of the Public Ceremonies Committee in the Town Building on April 12, 2017.

**Cherry Karlson, on behalf of the Board of Selectman rose to thank Joseph F. Nolan, for his service to the Town over the last 12 years. Mr. Nolan was acknowledged with a round of applause.*

**ARTICLE 16: COMMUNITY PRESERVATION FUND GENERAL BUDGET –
SET ASIDES AND TRANSFERS**

Sponsored by: Community Preservation Committee

Estimated Cost: \$688,168

To determine:

- a.) whether the Town will vote to set aside from the Community Preservation Fund's Uncommitted Fund for later spending:
 - i.) \$89,019 for open space, but not including land for recreational use, \$89,019 for historic resources, and \$89,019 for community housing pursuant to Massachusetts General Laws Chapter 44B, Section 6 for FY ~~2016~~– 2017; and
 - ii.) \$10,000 for administrative expenses; and
 - iii.) \$411,111 for FY18 debt service obligations from prior town meeting approval for the purchase of conservation restriction on Mainstone Farm.
- b.) whether the Town will vote to transfer funds in the amount of \$89,019 from the Community Housing Fund of the Community Preservation Fund to the Wayland Municipal Affordable Housing Trust Fund (WMAHTF).

MOTION No.1:

Gretchen Schuler moved that the Town vote to set aside from the Community Preservation Fund's Uncommitted Fund for later spending, as set forth in Article 16 on Pages 67-68 of the Warrant for the 2017 Annual Town Meeting and as revised in the errata:

- a) \$89,019 for open space, but not including land for recreational use, \$89,019 for historic resources, and \$89,019 for community housing pursuant to Massachusetts General laws Chapter 44B, Section 6 for Fiscal Year 2017;
- b) \$10,000 for administrative expenses; and

- c) \$411,111 for the Fiscal Year 2018 debt service obligations from prior town meeting approval for the purchase of a conservation restriction on Mainstone Farm.

VOTED: **IN FAVOR: 120**
OPPOSED: 9 MOTION PASSED

MOTION No.2:

Gretchen Schuler moved that the Town vote to transfer funds in the amount of \$89,019 from the Community Housing Fund of the Community Preservation Fund to the Wayland Municipal Affordable Housing Trust Fund (WMAHTF).

VOTED: **IN FAVOR: 129**
OPPOSED: 14 MOTION PASSED

Adopted under the Abbreviated Presentation Procedure.

**ARTICLE 17: APPROPRIATE FUNDS TO RESTORE MELLEN LAW OFFICE
AND COCHITUATE TOWN CLOCK**

Sponsored by: Community Preservation Committee

Estimated Cost: \$60,200

To determine whether the Town will vote to:

- a) appropriate a sum of money:
- i) up to \$30,000 to be expended to restore/preserve the Mellen Law Office, a town-owned building at 33 Cochituate Road in Wayland Center; and
 - ii) up to \$30,200 to be expended to restore faces of the Cochituate Town Clock at 80 Main Street.
- b) determine whether said appropriations shall be provided by taxation, transfer from unappropriated funds, transfer from available funds appropriate for other purposes, by borrowing, or otherwise, provided not more than:
- i) \$30,000 of the funds so appropriated for the Mellen Law Office shall be transferred from the Community Preservation Fund's Historic Preservation Fund; and
 - ii) \$30,200 of the funds so appropriated for the Cochituate Town Clock shall be transferred from the Community Preservation Fund's Historic Preservation Fund.

MOTION No. 1:

Elisa Scola moved that the Town vote to appropriate \$30,000 to be expended by the Wayland Historical Commission to preserve and restore the Mellen Law Office, a town-owned building at 33 Cochituate Road in Wayland Center and provide for said appropriation by transferring \$30,000 from funds set aside in the Community Preservation Fund for historic preservation.

VOTED: **IN FAVOR: 158**
OPPOSED: 23 MOTION

PASSED

MOTION No. 2:

Elisa Scola moved that the Town vote to appropriate \$30,200 to be expended by the Wayland Historical Commission to preserve and restore the Cochituate Town clock located at 80 Main Street and provide for said appropriation by transferring \$30,200 from funds set aside in the Community Preservation Fund for historic preservation.

VOTED:

IN FAVOR: 167
OPPOSED: 27 MOTION PASSED

ARTICLE 18: APPROPRIATE FUNDS TO HIRE A HOUSING CONSULTANT

Sponsored by: Community Preservation Committee

Estimated Cost: \$20,000

To determine whether the Town will vote to:

- a.) appropriate a sum of money up to \$20,000 to be expended by the Town of Wayland to hire a Housing Consultant to assist with affordable housing issues; and
- b.) determine whether said appropriation shall be provided by taxation, transfer from unappropriated funds, transfer from available funds appropriate for other purposes, by borrowing, or otherwise, provided not more than \$20,000 of the funds so appropriated shall be transferred from the Community Preservation Fund's Uncommitted Fund for Community Housing use.

MOTION:

Susan Weinstein moved that the Town appropriate \$20,000 to be expended by the Board of Selectmen to hire a Housing Consultant to assist with affordable housing issues and provide for said appropriation by transferring \$20,000 from the Community Preservation Fund's Uncommitted Fund for community housing.

VOTED:

IN FAVOR: 172
OPPOSED: 46 MOTION PASSED

**The Moderator acknowledged Harvey Segal's assistance in recording the vote and time of every Town Meeting article.*

ARTICLE 19: APPROPRIATE FUNDS TO CONSTRUCT ATHLETIC FIELD AT OXBOW MEADOWS

Sponsored by: Community Preservation Committee

Estimated Cost: \$300,000

To determine whether the Town will vote to:

- a) appropriate a sum of money up to \$300,000 to be expended by the Wayland Recreation Commission to construct one full size athletic field with parking at Oxbow Meadows, Oxbow Road; and
- b) determine whether said appropriation shall be provided by taxation, transfer from unappropriated funds, transfer from available funds appropriate for other purposes, by borrowing, or otherwise, provided not more than \$300,000 of the funds so appropriated shall be transferred from the Community Preservation Fund's Uncommitted Fund for Recreational use.

MOTION:

Gretchen Schuler moved that the Town appropriate \$300,000 to be expended by the Wayland Recreation Commission to construct one full size athletic field with parking at Oxbow Meadows, Oxbow Road, and provide for said appropriation by transferring \$300,000 from funds in the Community Preservation Fund's Uncommitted Fund for recreational use.

MOTION TO PASS OVER:

Amanda McLain moved and was duly seconded that the Town vote to pass over Article 19.

MOTION TO TERMINATE DEBATE:

Gordon Cliff moved to terminate debate on the motion to pass over.

VOTE ON MOTION TO TERMINATE DEBATE:

| | | |
|------------------|------------|----------------------|
| IN FAVOR: | 259 | |
| OPPOSED: | 24 | MOTION PASSED |

VOTED ON MOTION TO PASS OVER:

| | | |
|------------------|------------|-----------------------------|
| IN FAVOR: | 70 | |
| OPPOSED | 235 | MOTION DOES NOT PASS |

MOTION TO TERMINATE DEBATE:

Lewis S. Russell, Jr. moved to terminate debate on the main motion.

VOTED ON MOTION TO TERMINATE DEBATE:

| | | |
|------------------|------------|----------------------|
| IN FAVOR: | 265 | |
| OPPOSED: | 52 | MOTION PASSED |

VOTED ON MAIN MOTION:

| | | |
|------------------|------------|----------------------|
| IN FAVOR: | 252 | |
| OPPOSED: | 64 | MOTION PASSED |

ARTICLE 20: APPROPRIATE FUNDS TO CONSTRUCT ADA TRAILS AND SIGNS AT DUDLEY WOODS

Sponsored by: Community Preservation Committee

Estimated Cost: \$50,000

To determine whether the Town will vote to:

- a) appropriate a sum of money up to \$50,000 to be expended to construct an ADA accessible trails project at Dudley Woods a 7-acre parcel near Dudley Pond; and
- b) determine whether said appropriation shall be provided by taxation, transfer from unappropriated funds, transfer from available funds appropriate for other purposes, by borrowing, or otherwise, provided not more than \$50,000 of the funds so appropriated shall be transferred from the Community Preservation Fund's Uncommitted Fund for Recreational use.

MOTION:

Gretchen Schuler moved that the Town appropriate \$50,000 to be expended by the Wayland Recreation Commission to construct accessible trails project, consistent with the Americans with Disability Act at Dudley Woods, a 7-acre parcel near Dudley Pond and provide for said appropriation by transferring \$50,000 from funds set aside in the Community Preservation Fund's Uncommitted Fund for recreational use.

VOTED:

IN FAVOR: 174
OPPOSED: 43 MOTION PASSED

**Thruston Wright, III rose to thank Anna Meliones for her many years of service on behalf of the Recreation Commission and the Town.*

**ARTICLE 21: APPROPRIATE FUNDS TO RESTORE/REPLACE WINDOWS OF
 FIRST WAYLAND HIGH SCHOOL, NOW KNOWN AS
 BRADFORD HALL**

Sponsored by: Community Preservation Committee

Estimated Cost: \$80,000

To determine whether the Town will vote to:

- a) appropriate a sum of money up to \$80,000 to be expended to preserve restore/replace the windows of the first Wayland High School, now known as Bradford Hall, 55 Cochituate Road; and
- b) determine whether said appropriation shall be provided by taxation, transfer from unappropriated funds, transfer from available funds appropriate for other purposes, by borrowing, or otherwise, provided not more than \$50,000 of the funds so appropriated shall be transferred from the Community Preservation Fund's Historic Preservation Fund and \$30,000 of the funds so appropriated shall be transferred from the Community Preservation Fund's Uncommitted Fund.

MOTION:

Elisa Scola moved that the Town vote to appropriate \$80,000 to be expended by the Trinitarian Church subject to a grant agreement, to preserve, restore, and replace the windows of the first Wayland High School, now known as Bradford Hall, 55 Cochituate Road and provide for said appropriation by transferring \$50,000 from funds set aside in the Community Preservation Fund's Historic Preservation Fund and \$30,000 from the Community Preservation Fund's Uncommitted Fund. that the Town appropriate \$80,000 to be expended by the Trinitarian Church to preserve, restore, and replace the windows of the first Wayland High School, now known as Bradford Hall, 55 Cochituate Road, and to authorize the Board of Selectmen to enter into said grant agreement, which agreement may require an historic preservation restriction and set forth other terms and conditions under which said funds may be expended, and further, to authorize the Board of Selectmen to acquire on behalf of the Town said historic preservation restriction.

VOTED:

IN FAVOR: 155
OPPOSED: 60 MOTION PASSED

ARTICLE 22: TRANSFER STATION ACCESS ROAD IMPROVEMENTS

Sponsored by: Board of Public Works

Estimated Cost: \$1,625,360

To determine whether the Town will vote to appropriate a sum of money to be expended by the Board of Public Works to:

1. Make environmental improvements required under the Conservation Commissions Order of Conditions DEP 322-808,

2. Pave a 600' (+/-) access road from the Solid Waste Transfer station north to the planned new DPW materials storage area,
3. Repave 2200' (+/-) of the current paved access way, connecting Route 20 to the existing Solid Waste Transfer Station as necessary after environmental improvements;

and to determine whether such appropriation shall be provided by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by borrowing under Massachusetts General Laws Chapter 44 or other enabling authority, or otherwise.

MOTION:

Michael Lowery moved that the Town vote to appropriate \$1,625,360 to be expended by the Board of Public Works for the purposes as stated in Article 22 on Page 76 of the Warrant for the 2017 Annual Town Meeting, and that to meet this appropriation, the Town Treasurer, with the approval of the Board of Selectmen, is authorized to borrow the sum of \$1,625,360 pursuant to the provisions of Massachusetts General Laws Chapter 44, Sections 7 and 8, or any other enabling legislation, and to issue bonds or notes of the Town therefore, and further, that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with G.L. c.44, §20, thereby reducing by a like amount the amount authorized to be borrowed to pay such costs.

MOTION TO AMEND:

Adam J. Hirsh moved and was duly seconded to amend the motion to only provide access road funds.

MOTION TO TERMINATE DEBATE:

Carol B. Martin moved that the Town vote to terminate debate on the amendment.

VOTED ON MOTION TO TERMINATE DEBATE:

IN FAVOR: 205
OPPOSED: 5 MOTION PASSED

VOTED ON MOTION TO AMEND:

IN FAVOR: 33
OPPOSED: 177 AMENDMENT DOES NOT PASS

VOTED:

IN FAVOR: 181
OPPOSED: 26 MOTION PASSED BY 2/3 VOTE

ARTICLE 23: PLASTIC BAG REDUCTION BYLAW AS AMENDED

Sponsored by: Petitioners

Estimated Cost: \$1,000

To determine whether the Town will vote to amend the Town Bylaws by adding a Bylaw for the elimination of single use plastic checkout bags as presented below, and to determine whether the Town will vote to appropriate a sum of money to be expended by the ~~Board of Public Works~~ Board of Selectmen for compliance and enforcement of the bylaw; and determine whether such appropriation shall be provided by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by borrowing under Massachusetts General Laws Chapter 44 or other enabling authority, or otherwise.

Section 1. Purpose and Intent

The production and use of thin-film single-use plastic checkout bags have significant impacts on the environment, including, but not limited to: contributing to the potential death of aquatic and land animals through ingestion and entanglement; contributing to pollution of the natural environment; creating a burden to solid waste collection and recycling facilities; clogging storm drainage systems; and requiring the use of millions of barrels of crude oil nationally for their manufacture. The purpose of this bylaw is to protect the Town's unique natural beauty and its water and natural resources by eliminating single-use plastic checkout bags that are distributed in the Town of Wayland and to promote the use of reusable bags.

Section 2. Definitions

2.1 *Checkout bag* means a carryout bag provided by a store to a customer at the point of sale. Checkout bags shall not include bags, whether plastic or not, in which loose produce or products are placed by the consumer to deliver such items to the point of sale or checkout area of the store.

2.2 *Grocery Store* means a retail establishment where more than fifty percent (50%) of the gross floor area is devoted to the sale of food products for home preparation and consumption, which typically also offers home care and personal care products.

2.3 *Retail Store* means any business facility that sells goods directly to the consumer whether for or not for profit, including, but not limited to, retail stores, restaurants, pharmacies, convenience and grocery stores, liquor stores, seasonal and temporary businesses.

2.4 *Reusable checkout bag* means a bag with handles that is specifically designed and manufactured for multiple reuse and is either polyester, polypropylene, cotton or other durable material, or durable plastic that is at least 4.0 Mils in thickness.

2.5 *Thin-film single-use plastic bags* are those bags typically with handles, constructed of high-density polyethylene (HDPE), low density polyethylene (LDPE), linear low density polyethylene (LLDPE), polyvinyl chloride (PVC), polyethylene terephthalate (PET), or polypropylene (other than woven and non-woven polypropylene fabric), if said film is less than 4.0 mils in thickness.

2.6 *Recyclable paper bag* means a paper bag that is 100 percent recyclable and contains at least 40% post-consumer recycled content, and displays the words "recyclable" and "made from 40% post-consumer recycled content" in a visible manner on the outside of the bag.

2.7 *BoPW* means the Board of Public Works or the Board of Public Works' designee, which may be the Department of Public Works.

2.8 This bylaw shall be known as the *Plastic Bag Reduction Bylaw*.

Section 3. Use Regulations

3.1 Thin-film single-use plastic bags shall not be distributed, used, or sold for checkout or other purposes at any retail store or grocery store within the Town of Wayland.

3.2 If a retail store provides or sells checkout bags to customers, the bags must be one of the following (1) recyclable paper bags, or (2) reusable checkout bags.

3.3 Thin-film plastic bags used to contain dry cleaning, newspapers, produce, meat, bulk foods, wet items and other similar merchandise, typically without handles, are still permissible.

Section 4. Effective Date

This bylaw shall take effect six (6) months following approval of the bylaw by the Attorney General or January 1, 2018, whichever is later. Upon application of the owner or the owner's representative, the Board of Public Works may exempt a retail store from the requirements of this section for a period of up to six (6) months upon a finding by the Board of Public Works that (1) the requirements of this section

would cause undue hardship; or (2) a retail store requires additional time in order to draw down an existing inventory of checkout bags.

Section 5. Enforcement

5.1 Enforcement of this bylaw shall be the responsibility of the Board of Public Works. The Board of Public Works shall determine the monitoring process to be followed, which may be limited to responding to citizen reports, incorporating the process into other town duties as appropriate.

5.2 Any retail or grocery store distributing plastic checkout bags in violation of this bylaw shall be subject to a non-criminal disposition fine as specified in Section 2-2 of the bylaws, Noncriminal disposition of violations; enforcement. Any such fines shall be paid to the Town of Wayland.

5.3 Section 2-2 is amended to add a new section as follows:

Violation of the Plastic Bag Reduction Bylaw

- (1) Penalty: 1st offense – Warning;
 2nd offense - \$50 per day; 3rd and each subsequent offense - \$100 per day.
 (2) Enforcing persons: BoPW

Section 6. Severability

If any provision of this bylaw is declared invalid or unenforceable the other provisions shall not be affected thereby.

MOTION:

Paul B. Dale moved and was duly seconded that the Town vote to amend the Code of the Town of Wayland, by adopting a General Bylaw entitled “Plastic Bag Reduction Bylaw” as set forth in Article 23 on Pages 78 through 79 of the Warrant for the 2017 Annual Town Meeting.

MOTION TO AMEND:

Christopher I. Brown moved to amend the motion as follows:

replace “Public Works” with “Selectmen or their designee”

Strike Section 2.7 in its entirety

Section 4 replace “Public Works” with “Selectmen or their designee”

Section 5.1 replace “Public Works” with “Selectmen or their designee”

Section 5.3 (2): replace “BoPW” with “Selectmen or their designee”

VOTED ON AMENDMENT:

IN FAVOR: 195

OPPOSED: 8 AMENDMENT PASSED

MOTION TO CALL THE QUESTION:

Joseph Nolen moved that the Town vote to terminate debate on the motion.

VOTED ON MOTION TO TERMINATE DEBATE:

IN FAVOR: 207

OPPOSED: 0 MOTION PASSED

VOTED ON MOTION AS AMENDED:

IN FAVOR: 188

OPPOSED: 22 MOTION PASSED

**The Moderator thanked Chief Robert Irving, who will be retiring in September for his friendship and service to the Town. Town Meeting showed their appreciation with a round of applause.*

ARTICLE 24: POLYSTYRENE FOOD CONTAINER BYLAW*Sponsored by: Petitioners**Estimated Cost: \$1,000*

To determine whether the Town will vote to amend the Town Bylaws by adding a Bylaw for the reduction of polystyrene use as presented below, and to determine whether the Town will vote to appropriate a sum of money to be expended by the Board of Health for compliance and enforcement of the bylaw; and determine whether such appropriation shall be provided by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by borrowing under Massachusetts General Laws Chapter 44 or other enabling authority, or otherwise.

Section 1. Purpose and Intent

Polystyrene contains dangerous substances which when heated release toxic chemicals that may be carcinogenic. Eliminating polystyrene food and beverage containers is in the best interest of the health and welfare of the inhabitants of the Town of Wayland. Expanded polystyrene food containers form a significant portion of the solid waste going into our landfills. Polystyrene is not biodegradable; once buried in a landfill it will remain there for centuries.

Section 2. Definitions

1. “*Disposable Food Service Container*” means single-use disposable products for serving or transporting prepared, ready-to-consume food or beverages. This includes but is not limited to plates, cups, bowls, trays and hinged or lidded containers. This definition includes single-use disposable items such as straws, cup lids, or utensils.
2. “*Food Establishment*” means an operation that stores, prepares, packages, serves, vends, or otherwise provides food for human consumption. Food Establishment shall include any fixed or mobile place, structure or vehicle whether permanent, transient, or temporary, private, public or non-profit, routinely serving the public; or any other eating and drinking establishment or place in which food or drink is prepared for sale or for service to the public on the premises or elsewhere. School cafeterias are included in this ordinance.
3. “*Polystyrene*” means and includes blown polystyrene and expanded and extruded foams (sometimes called “Styrofoam,” a Dow Chemical Co. trademarked form of EPS insulation) also referred to as expanded polystyrene (EPS), which are thermoplastic petrochemical materials utilizing a styrene monomer and processed by any number of techniques including, but not limited to, fusion of polymer spheres (expandable bead polystyrene), injection molding, form molding, and extrusion-blow molding (extruded foam polystyrene); and in this bylaw is referenced as “Foam Polystyrene.” Foam Polystyrene is generally used to make cups, bowls, plates, trays, clamshell containers, meat trays and egg cartons. The term also means and includes clear or solid polystyrene which is also known as “oriented,” and referenced in this bylaw as “Rigid Polystyrene.” “Rigid Polystyrene” is generally used to make clear clamshell containers, and clear or colored straws, lids and utensils.
4. “*Prepared Food*” means any food or beverage prepared on the Food Establishment’s premises for consumption on the premises or elsewhere, using any cooking or food preparation technique. This does not include any raw uncooked meat, fish or eggs unless provided for consumption without further food preparation.
5. BOH means the Board of Health or the Board of Health’s designee, which may be the Health Department.
6. This bylaw shall be known as the *Polystyrene Food Container Bylaw*.

Section 3. Use Regulations

Except as provided herein, Food Establishments are prohibited from dispensing Prepared Food to customers in Disposable Food Service Containers made from Polystyrene.

Section 4. Effective Date

This bylaw shall take effect six (6) months following approval of the bylaw by the Attorney General or January 1, 2018, whichever is later. Upon application of the owner or the owner's representative, the Board of Health may exempt a food establishment from the requirements of this section for a period of up to six (6) months upon a finding by the Board of Health that (1) the requirements of this section would cause undue hardship; or (2) a food establishment requires additional time in order to draw down an existing inventory of polystyrene disposable food service containers.

Section 5. Enforcement

5.1 Enforcement of this bylaw shall be the responsibility of the Board of Health. The Board of Health shall determine the monitoring process to be followed, which may be limited to responding to citizen reports, and/or incorporating inspections into existing food establishment inspections.

5.2 Any food establishment in violation of this bylaw shall be subject to a non-criminal disposition fine as specified in Section 2-2 of the bylaws, Noncriminal disposition of violations; enforcement. Any such fines shall be paid to the Town of Wayland.

5.3 Section 2-2 is amended to add a new section as follows:

Violation of the Polystyrene Food Container Bylaw.

- (1) Penalty: 1st offense – Warning;
 2nd offense - \$50 per day; 3rd and each subsequent offense - \$100 per day.
(2) Enforcing persons: BOH

Section 6. Severability

If any provision of this bylaw is declared invalid or unenforceable the other provisions shall not be affected thereby.

MOTION:

Paul B. Dale moved and was duly seconded that the Town vote to amend the Code of the Town of Wayland, by adopting a General Bylaw entitled "Polystyrene Food Container Bylaw" as set forth in Article 24 on Pages 81 through 82 of the Warrant for the 2017 Annual Town Meeting.

VOTED:

IN FAVOR: 167
OPPOSED: 22 MOTION PASSED

ARTICLE 25: ACCEPT GIFTS OF LAND

Proposed by: Board of Selectmen

To determine whether the Town will vote to accept real property or interests in real property which have been tendered to it as a gift, by devise, or otherwise.

MOTION:

Cherry Karlson moved that the Town vote to pass over this article.

VOTED:

IN FAVOR: 125
OPPOSED: 5 MOTION PASSED OVER

ARTICLE 26: HEAR REPORTS

Sponsored by: Board of Selectmen

To determine whether the Town will vote to receive and act upon reports of Town officers, agents, trustees, commissioners, boards and committees.

- Board of Assessors
- Community Preservation Committee
- Youth Advisory Committee

MOTION:

Cherry Karlson moved that the Town vote to accept the 2016 Wayland Annual Report, and the reports of the Town officers, agents, trustees, commissioners, boards and committees listed on Page 84 of the Warrant for the 2017 Annual Town Meeting.

VOTED:

IN FAVOR: 120
OPPOSED: 6 MOTION PASSED

ARTICLE 27: CHOOSE TOWN OFFICERS

Proposed by: Board of Selectmen

To determine whether the Town will vote to choose Town officers, agents, trustees, councils, commissioners, boards, and committees not elected by official ballot.

| | |
|--------------------------------|---|
| As Trustees of the Allen Fund: | Michael B. Patterson Benjamin W. Johnson III Lynn S. Dowd |
| As Fence Viewers: | The Selectmen |
| As Field Drivers: | The Constables |
| As Measurers of Wood and Bark: | Paul Doerr Lewis S. Russell Jr. Harry F. Sweitzer |
| As Surveyors of Lumber: | Susan W. Pope Jean B. Pratt Harry F. Sweitzer |

MOTION:

Cherry Karlson moved that that the following persons be nominated for the following offices in accordance with Article 27 of the 2017 Annual Town Meeting Warrant:

| | |
|--------------------------------|---|
| As Trustees of the Allen Fund: | Michael B. Patterson Benjamin W. Johnson III Lynn S. Dowd |
| As Fence Viewers: | The Selectmen |

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