



TOWN OF WAYLAND

Annual Reports



*Two Hundred and Fortieth Year
July 1, 2019 through June 30, 2020*

COVER PHOTO

Hummingbird at the pollinator garden at Sedgemoor
(Courtesy of the Conservation Department)



ANNUAL REPORTS FOR THE TOWN OF WAYLAND

FOR ITS TWO HUNDRED AND
FORTIETH MUNICIPAL YEAR

JULY 1, 2019 TO JUNE 30, 2020

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BOARD OF SELECTMEN

Fiscal Year 2020 was unique in several ways. The Town held no Annual or Special Town Meeting for the first time in memory. The Annual Election was postponed for two months. Fully one third of the year was dedicated to developing and implementing a COVID-19 response plan. This report addresses business as usual and the COVID-19 response.

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.

Business as Usual

Louise Miller entered her second year as Wayland's Town Administrator and welcomed both familiar and new faces to the Town's management and administrative team. Assistant Fire Chief Neil McPherson was sworn in as new Fire Chief early in July 2019 replacing retiring Chief David Houghton. The Town welcomed two management analysts, Seath Crandall and Jason Adams. The Board of Selectmen was notified that Assistant Town Administrator Elizabeth Doucette and Director of Assessing Bruce Morgan would retire in July 2020. The Board thanks both Beth and Bruce for their service to Wayland.

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.

The Board worked on its goals developed in January 2019 and updated in January 2020:

Long Range Operating and Capital Financing Plan

- Town Administrator Louise Miller led several projects to improve financial management and reporting.
- The Board signed a contract with Wayland's new financial consultant, Hilltop Securities, in July 2019.
- The Town Administrator and Finance Director prepared a Financial Summit in September 2019 to provide an overview of potential revenues and expenses in the next fiscal year as well as a longer view over five years.
- The management team and financial consultant participated in the rating call with Moody's in January 2020. Moody's assigned Wayland an Aaa bond rating with a stable outlook for the second year in a row.

Town Manager Special Act

- The Board developed an article for 2020 Annual Town Meeting (originally scheduled in April) to move to a Town Manager form of government, as recommended over thirty years by three different studies. The proposed Act updates Wayland's very flat organizational structure, centralizes responsibility while keeping day to day operations with departments, and maintains boards and committees in policy and regulatory roles.

River's Edge

- The Board continued its work on bringing much-needed market-rate and affordable rental housing and revenue to the Town, as it negotiated extensions to the Land Disposition Agreement with developer Wood Partners. Work on cleaning up asbestos contamination on the site was completed and due diligence was concluded in the spring of 2019. The Zoning Board of Appeals granted Site Plan Approval in December 2019. The Town was given credit on the state's affordable housing inventory for two years based on the 218 units planned at River's Edge, resulting in "Safe Harbor" from further 40B development, as long as a building permit is granted within a year from December 2019.

Affordable Housing

- The Board worked to increase Affordable Housing opportunities by coordinating with the Town's three housing groups (Housing Partnership, Housing Authority and Municipal Affordable Housing Trust) and working through the Town's housing consultant. The Board thanks the Community Preservation Committee for providing funding for the housing consultant.

Town Center

- The privately owned Town Center development continued to be a key source of revenue contributing \$1.3 million in taxes to the Town in FY 2020.
- The Board continued to negotiate with original developer Twenty Wayland, but had not reached agreement by the end of FY 2020 on the parcels of land referred to as the Municipal Parcel, Town Green and others still under Twenty Wayland's control.
- The Board continued its work on moving the Council on Aging/Community Center project forward and issued an RFP in December 2019 to purchase or lease land or space for development. Responses were received in February 2020 and a selection committee started the review process. This work was put on hold with the start of the COVID-19 emergency.

Wastewater

- The Board worked on developing a Wastewater Action Plan that focuses on the Town Center wastewater plant and commits to fund repairs at the High School wastewater plant.

- The Town Administrator, Town Engineer, Wastewater Manager, and Wastewater Management District Commission worked on an administrative model to complement the operational model.

Communications

- The Town completed the First Annual Citizens Academy with the second group of sessions in the Fall of 2019.
- The Board is committed to improving communications with staff, boards/volunteers, and residents and is committed to continuing to improve its new website.

Diversity

- The Board committed to working to increase diversity in staff and volunteers.
- The Board voted to recognize the second Sunday in June as Race Amity Day in perpetuity.
- In June 2020, the Board began working on a statement on racism in response to the death of George Floyd.

In the 44 meetings held in FY 2020 the Board also worked on projects showing the breadth and depth of its responsibilities: the Annual Town Meeting Warrant (delivered to residents in March 2020); Permitting Software (contract signed); Negotiations (all unions contracts are up for renegotiation); Rail Trail opening, maintenance, parking, extending trail; Right of First Refusal on Rod & Gun Club property; Licensing restaurants, liquor sales, and auto dealers; updating BoS goals; Public Records requests and Open Meeting Law complaints; School Bus Parking, Public Safety (new software, Fire Station 2 renovation, Re-certification of Wayland Police Department), High School Field Project (Phases 1 and 2) and Oxbow Field negotiations.

Doug Levine completed a three-year term on the Board and chose not to seek reelection. The postponed Town Election was held on June 9, 2020. Cherry Karlson was reelected, and Dave Watkins was newly elected. Due to the COVID-19 pandemic, the 2020 Annual Meeting was rescheduled to September 12th to be held outdoors, after which Dave Watkins will be sworn in and Doug Levine will retire. The Board welcomes Dave and thanks Doug for his excellent contributions to the Town.

The Board continues its efforts to make its meetings and actions transparent to the public. All meetings are taped by WayCam for rebroadcast, meetings have been livestreamed on Zoom during the pandemic, the Board information packet is available online in advance of each meeting, and regular and executive session minutes are produced, reviewed, and posted online.

COVID-19 Response Plan

Early in March 2020 the Board turned its attention to the COVID-19 emergency. Town Administrator Louise Miller and Town Staff developed and managed an all-encompassing plan to identify essential services and equip employees to carry out these services, while minimizing risk for the Wayland community (residents, businesses, and staff).

Specific actions of the Board and Town Administrator included:

- Declaring a local state of emergency
- Postponing the Town Election to June 9, 2020; supporting the Town Clerk in carrying out this election
- Working with the Moderator on postponing Annual Town Meeting
- Coordinating volunteer efforts to distribute masks and to provide essential food staples to citizens unable to secure supplies
- Providing pharmaceutical deliveries through the Police Department
- Establishing the Wayland COVID-19 Relief Fund
- Designating Louise Miller as Public Safety Official for the Town on the COVID-19 response
- Writing a resolution recognizing essential workers
- Working with the Board of Health on construction project safety, restaurant take-out service, outdoor dining
- Developing meeting protocols with IT staff for Town boards, committees and commissions; managing Zoom meetings
- Working with the Facilities Department on new protocols for cleaning and building adjustments in anticipation of Town Building and Schools reopening for staff
- Coordinating with the Council on Aging and Youth and Family Services staff to ensure continued services for the clients of those departments
- Establishing outdoor spaces for conducting Town business
- Working with the Recreation Department and Conservation Department on safety measures for using Town trails, parks and reopening the Town Beach
- Developing 1/12 budgets for July, August, and September
- Updating the Town website with extensive information on COVID-19
- Answering the thousands of calls from citizens over these many months

The Board recognizes and thanks Town Staff at all levels for carrying out the COVID-19 Response Plan. This has been a situation of all hands on deck since the beginning of March and everyone's first priority has been the health, wellness and safety of our residents, staff, and community. The Board recognizes and thanks its residents and businesses for their cooperation in adjusting to life in a pandemic. Wayland's COVID-19 numbers are among the best in the Commonwealth thanks to all of you.

GENERAL INFORMATION

Form of Government	Open Town Meeting		
Town Website	www.wayland.ma.us		
Population (December 2020)	14,536		
Number of Households (including vacant)	6, 280		
Polling Locations	Wayland Town Building (Precincts 1 and 4) Wayland Middle School (Precincts 2 and 3)		
Polling Hours	7:00 A.M. – 8:00 P.M.		
Current Tax Rate (as of December 2020)	\$18.52		
School Enrollment	Claypit Hill Elementary		509
	Happy Hollow Elementary		389
	Loker Elementary		324
	Wayland Middle School		659
	Wayland High School		838
	TOTAL ENROLLMENT (March 2020)		2,719
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

Special note: On March 16, 2020, the Board of Selectmen of the Town of Wayland declared a local state of emergency due to the COVID-19 pandemic. The Town Building was closed to the public beginning in late March but continued to provide essential services by phone and online. In-person appointments were re-introduced in late spring and were conducted outside in an environment that maintained COVID safety protocols.

Wayland Public Schools were also impacted by COVID-19 and due to an abundance of caution officially closed its schools in mid-March. Over the summer they reviewed a multitude of safety and learning options before re-opening in the fall with a variety of COVID-19 precautions in place and with in-person, remote, and hybrid learning models at the ready.

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	Rebecca L. Rausch 24 Beacon Street, Room 218 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

<u>ELECTED TOWN OFFICIAL</u>	<u>NAME</u>	<u>TERM EXPIRES</u>
MODERATOR	Dennis J. Berry	2020
TOWN CLERK	Anna Ludwig	2022
	Lea T. Anderson	2021
	Mary M. Antes	2021
	Thomas J. Fay	2022
SELECTMEN	Cherry C. Karlson	2020
	Douglas A. Levine	2020
	David Watkins	2023
SCHOOL COMMITTEE	Jeanne Downs	2020
	Nathaniel Buffum	2020
	Ellen. M. Grieco	2021

	Kathleen Steinberg	2021
	Kim Reichelt	2022
	Chris Ryan	2023
	Jayson S. Brodie (resigned)	2020
	Steven M. Glovsky (resigned)	2020
	John Todd	2021
ASSESSORS	Zachariah Ventress	2021
	Molly Upton	2022
	Philip Parks	2023
	Massimo Taurisano	2023
	Daniel Hill	2024
	Albert I. Montague, Jr.	2023
PLANNING BOARD	Kevin Francis Murphy	2022
	Andrew J. Reck	2021
	Nicole Riley (resigned)	2020
	Anette Lewis (associate)	2024
	Jennifer Steel	2025
	Robert DeFrancesco	2021
	Susan Erica Green	2020
	Brian J. McNamara	2022
BOARD OF HEALTH	Arnold R. Soslow	2020
	John G. Schuler	2021
	David D'Orlando	2021
	Russell T. Kopp (resigned)	2020
TRUST FUND COMMISSIONERS	Adam Gutbezahl	2022
	Nicole Cissell	2023
	Aida A. Gennis	2020
	Leah B. Hart	2020
	Judy Lion Dion	2021
LIBRARY TRUSTEES	Courtney S. Conery	2022
	Maureen E.K.White	2021
	Sarah Vernon Hubbell	2022
	Clifford Lewis	2021
	Thomas J. Abdella (resigned)	2020
	Michael Lowery	2022
BOARD OF PUBLIC WORKS	Jonathan I. Mishara	2021
	Michael B. Wegerbauer	2022
	Patrick Murphy	2020
	Robert Goldsmith	2023

RECREATION COMMISSION	Thruston Wright, III	2022
	Asa B. Foster	2022
	Kelly S. Pierce	2021
	David B. Pearlman	2021
	Christopher Ryan Fay	2020

HOUSING AUTHORITY	Mary M. Antes	2022
	Russ Ashton (Governor appointee)	
	Kevin S. Goodwin	2024
	Miriam E. Andrews	2023
	Susan Weinstein	2025

APPOINTED TOWN OFFICIALS	NAME	TERM EXPIRES
Trustee of the Allen Fund	Board of Selectmen	2020
Audit Committee	Klaus Shigley	2020
	Randall Moore	2021
	Christopher Ryan (resigned)	2022
	Victoria Mints (resigned)	2020
Cable Advisory Committee	Cherry Karlson (alternate)	Term continues until work is complete
	Jake Mohnkern	Term continues until work is complete
	Doug Levine	Term continues until work is complete
	Lauren Zajac	Term continues until work is complete
Civil Defense Director	Patrick Swanick	Permanent
Community Preservation Committee	Maureen Cavanaugh	2020
	Susan Green	2022
	Robert Goldsmith	2023
	Ira Montague	2022

	Kelly Pierce	2023
	Gretchen Schuler	2022
	Elisa Scola	2022
	John Sullivan	2020
	Susan Weinstein	2022
	Clifford Lewis	2020
	David Pearlman	2020
Conservation Commission	Sean Fair	2021
	Barbara Howell	2021
	Thomas Klem	2020
	Joanne Barnett	2020
	Katherine Schreiber	2022
	John Sullivan	2020
	Thomas Davidson	2022
	Luke Legere	2020
Constables	William Picket	2022
	Louis Gaglini	2022
Council on Aging	Elizabeth Soule (non-voting member)	2021
	William Sterling	2022
	Mary Antes	2021
	Evelyn Ekmejian	2020
	Carol Glick	2020
	Nancy Leifer	2022
	Elizabeth Patterson	2021
	Ellen Scult	2020
	Denise Yurkofsky	2022
Cultural Council	Rachel Sideman-Kurtz	2022
	Jane Purser	2023
	Susan Warren	2022
	Zoe Hughes	2022

	Ashley Fuller	2023
	Adam Gutbezahl	2021
	Kathryn Heppner Trogolo	2023
	Louise Reck	2022
	Richard Lee	2022
	Jonathan Saxton	2020
	Brenda Ross	2020
Design Review Advisory Board	William Sterling	2021
	Andrew Reck	2021
	Leisha Marcoccio	2021
	Marjorie Ford	2021
	Katherine Schreiber	2021
Dog Control Appeals Board	Jeffrey Baron	2022
	Susan Wagner	2022
	Susan Koffman	2021
Dog Control Officer/Animal Inspector (nominated by the State)	Jennifer Condon	
Economic Development Committee	Rebecca Stanizzi	2022
	Sharon Burke	2021
	Jonathan Hyatt	2022
	Seth Roman	2020
	Kevin FitzPatrick	2020
	Ryan Scott	2021
	Bill Steinberg	2021
Energy and Climate Committee	Anne Harris	2022
	Ellen Tohn	2020
	William Huss	2022
	Harvey Michaels	2021
	Tom Sciacca	2020
	John Harper (non-voting member)	No expiration date

	Kaat Vander Straeten (non-voting member)	No expiration date
	Michael Staiti (non-voting member)	No expiration date
Fence Viewers	Board of Selectmen	
Field Drivers	Constables	
Finance Committee	Carol Martin	2021
	Steven Correia	2020
	Adam Gutbezahl	2022
	Kelly Lappin	2021
	Pamela Roman	2022
	George Uveges	2020
	Dave Watkins	2020
Sanitarian, Health Agent	Darren MacCaughey	2020
Inspector of Milk	Julia Junghanns	2020
Food Inspector	Beth Grossman	2020
Burial Agent	Julia Junghanns	2020
Historical Commission	Katherine Gardner-Westcott	2022
	Tonya Largy	2021
	Ann Gordon	2022
	Amanda Ciaccio	2020
	Elisa Scola	2021
	Bradford Carver	2021
	R. Richard Conard	2021
Historic District Commission	Margery Baston	2022
	Alice Boelter	2020
	Marjorie Ford	2021
	Desmond McAuley	2021
	Seema Mysore	2022
	Gretchen Schuler	2020

	Kathleen Steinberg	2022
	Caitlin Ahern (alternate)	2022
Housing Authority	Mary Antes	2022
	Russell Ashton	2023
	Kevin Goodwin	2024
	Susan Weinstein	2020
	Stephanie Lynch	2021
Housing Partnership	Katherine Vanderpool Provost	2021
	Rachel Bratt	2023
	Robi Zallen	2021
	Joanne Barnett	2020
	Daria Tucker	2022
	Christine DiBona	2020
	Mary Antes	2020
	Kathleen Boundy	2020
	David O'Leary	2021
Local Emergency Planning Committee	Doug Leard	
Metropolitan Area Planning Commission	Mary Antes	2022
MetroWest Regional Transit Advisory Board	Joseph Nolan	2022
Measurers of Wood & Bark	Paul Doerr	2020
	Gary Slep	2020
	John Sullivan	2020
MetroWest Regional Collaborative	Mary Antes	2020
Municipal Affordable Housing Trust Fund Board	Mary Antes	2021
	Robert Duffy	2021
	Jacqueline Espiritusanto-Vega	2021

	Brian O'Herlihy	2022
	Mike Staiti	2022
	Susan Weinstein	2021
	Luke Legere	2020
Permanent Municipal Building Committee	Patrick Rowe	2020
	Andrew Steneri	2022
	Michael Gitten	2022
	Brian Chase	2020
	Eric Sheffels	2020
	Mark Foreman	Duration of COA/Community Building Project
	Jeanne Downs	Duration of High School Master Athletic Plan
	Tonya Largy	Duration of Stone's Bridge Project
	Elisa Scola	Duration of Stone's Bridge Project
Personnel Board	Jessica Green	2021
	Maryanne Peabody	2022
	Deborah Sue Cohen	2023
	Miranda Jones	2024
	Philip Schneider	2020
Public Ceremonies Committee	Richard Turner	2023
	George Bernard	2022
	Donna Bouchard	2022
	Rodrick McClean	2021
	Cynthia Miller	2023
Board of Registrars	Catherine Radmer	2021
	Judith Ide	2022
	Elizabeth Salerno	2020

	Virgina Gardner	2023
	Anna Ludwig	2022
River Stewardship Council	Mary Antes	2021
	Tom Sciacca	2021
Senior Tax Relief Committee	Joan Bradford	2020
	Linwood Bradford	2021
	Stephen Colella	2022
	Anne Gilbert	2022
	Markey Burke	2020
	Pauline Dicesare	2021
Surface Water Quality Committee	Elizabeth Newton	2022
	Norm Marowitz	2020
	Thomas Largy	2021
	Jack Carr	2021
Surveyors of Lumber	Susan Pope	2020
	Richard Hoyt	2020
	Judy Currier	2020
Veteran's Grave Officer	Richard Turner	Permanent
Wastewater Management Commission	Rick Greene (resigned)	2021
	Michael Gitten	2022
	Uday Virkud (retired)	2020
Youth Advisory Committee	Sarah Greenaway	2021
	Brenda Ross	2020
	Malcom Astley	2021
	Lisa Raftery	2021
	Rabbi Louis Polisson	2020

	Det. Tyler Castagno	2020
	Pam Cerne	2021
Zoning Board of Appeals	Robert Farrington (associate member)	2022
	Aida Gennis	2020
	James Grumbach	2021
	Evans Huber	2021
	David Katz	2020
	Shaunt Sarian (associate member)	2020
	Joshua Wernig (associate member)	2021
	Thomas White	2022

GENERAL GOVERNMENT

Town Clerk

Anna M. Ludwig, *Town Clerk*

Joseph Pessimato, *Assistant Town Clerk*

Election News

During FY 2020, the following elections and town meetings were held:

Annual Town Election June 9, 2020

Annual Town Meeting April 5, 2020 (postponed due to COVID-19 pandemic)

(Please consult the Table of Contents for election and town meeting results)

Board of Registrars

Term

Virginia Gardner April 2023

Catherine A. Radmer April 2021

Anna M. Ludwig April 2022

Registered Active Voters

Precinct 1 2,651

Precinct 2 2,499

Precinct 3 2,455

Precinct 4 2,828

Total 10,433

Town Population

Population 14,536

Households (includes vacant) 6,239

Vacant Residences 633

Vital Records

Births Recorded	95
Deaths Recorded	272
Marriages Recorded	20
Business Certificates	97

Financial Report - Revenue

Dog Fees	\$27,629
Vital Records, licensing fees	\$31,886

Dog Licenses Issued

Dog Licenses	1,865
Dog Kennels	2

Other News

In October 2019, Joseph Pessimato started as Assistant Town Clerk. Board of Registrar member Elizabeth A. Salerno completed her term in April 2020 and Virginia Gardner was appointed as a Registrar on June 8, 2020. Due to the COVID-19 pandemic, the March 31, 2020 Annual Town Election was re-scheduled to June 9, 2020 and the Annual Town Meeting was re-scheduled (until September 12, 2020).

In response to the COVID-19 pandemic, there were a number of changes to the Massachusetts state election laws including permitting early voting by mail for all elections in 2020 and any person taking precautions relating to COVID-19 qualifying for an absentee ballot by reason of disability for any election held in 2020. The Clerk's Office received 559 applications for an absentee ballot and over 1,358 applications for an early vote by mail ballot. Former Assistant Town Clerk, Diane Gorham; former Town Clerk, Lois Tombs; Registrar Catherine Radmer, Board of Selectmen member, Mary Antes, and the poll workers, many of whom were new this year, were a tremendous help with the election.

Information Technology

The Information Technology Department (IT) provides centralized information technology services to town government and school department users. It maintains all enterprise-wide municipal computer applications. IT also manages the fiber optic network that links all Town locations, hundreds of users and major services such as Fire, Police and Schools. The Information Technology Department maintains and supports current software and hardware as well as procures and implements new software and hardware solutions.

The IT Department's mission is to provide town employees with the operational and decision support tools needed to effectively and efficiently transact day to day business as well as predict and plan for future needs. We strive to provide residents, taxpayers, volunteer board members and other stakeholders with easy access to timely, relevant and accurate information. Our aim is to provide systems that allow the public to transact business with the Town with the minimum possible burden while also protecting the town's information assets from loss and disclosure to un-authorized parties.

As with many other departments, FY 2020 was a year that presented unusual challenges. The department spent a substantial portion of the final four months of the fiscal year procuring, configuring and maintaining the tools needed to enable town staff to work remotely in the midst of the pandemic shutdown. In addition, a major objective of the RSM report, a complete overhaul of the data backup and recovery system as well as the associated procedures was completed. In this age of ransomware the importance of a solid data backup and recovery system has never been greater.

Town Meeting Electronic Voting Implementation Subcommittee

The mission of the Electronic Voting Implementation Subcommittee (ELVIS) is to facilitate the accurate and effective use of Electronic Voting at Wayland Town Meetings:

- Oversee the implementation and deployment of electronic voting at Annual and Special Town Meetings
- When appropriate, support Wayland's selection of an electronic voting service provider to:
 - prepare electronic voting system requirements and specifications for inclusion in a Request for Proposal (RFP) to be issued by the Town Administrator or his/her designee
 - identify potential bidders and soliciting proposals

- analyze the technical component of submitted proposals, and identify the best proposal

Notable Activities during the Fiscal Year

On November 12th, the first and only ELVIS meeting of Fiscal Year 2020 was held for the purpose of discussing the Massachusetts Moderator's Association "2040 "Town Meeting of the Future" Working Group Report and other means of making Wayland Town Meetings more accessible. Topics discussed with the public included Town Meeting Voting from Home: benefits, adverse impacts, legal challenges, logistical challenges, and technical challenges.

No Town Meetings were held during FY 2020.

Town Meeting Voting From Home

Wayland residents have occasionally asked if electronic voting could enable "Town Meeting voting from home," making it more convenient to participate in Town Meeting. There are four primary obstacles to "voting from home":

1. Massachusetts State Law requires all Town Meeting voters to be on premises
2. The necessary use of telephone networks, cellular networks and the internet to convey votes would significantly increase the attack surface available to adversaries seeking to alter votes or disrupt the voting process
3. A means of preventing proxy voting – one person voting on behalf of another – is required
4. The Massachusetts Moderators Association has expressed the view that if anyone in the Town can vote from home, everyone must be able to do so. Accomplishing this would require Wayland to ensure that each of its registered voters has the electrical power, internet connectivity, hardware, software, and training required to vote from home.

With the Moderator's encouragement, ELVIS members continue to monitor and investigate the development of new technologies and techniques that might overcome the second and third impediments. During Fiscal Year 2020, no new alternatives were identified

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; reviewing the operation

of the Wage and Salary Classification Plan and recommending appropriate changes to Town Meeting.

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

This year, the Board continued working on a wide range of topics.

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. All six collective bargaining agreements expired on June 30, 2020. In conjunction with the Town Administrator, the Board is engaged in ongoing collective bargaining.

The Board continued to advise on the reorganization of the IT Department, and also advised on position updates in the Facilities Department and the Assistant Town Administrator role.

The Board continued to work with the Board of Selectmen to discuss the draft Select Board/Town Manager Act.

The Board continued to update Personnel Policies, including the Vacation and Training policies for non-union employees.

The Board addressed two Open Meeting Law complaints, which were resolved by informal action. The Board has enhanced its practices with respect to preparing and tracking meeting minutes.

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, and vacation carryover requests. 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 toward its annual liability insurance premiums.

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

Katherine Gardner-Westcott, Chair; Brad Carver, Amanda Ciaccio, Richard Conard, Ann Gordon, Tonya Largy, and Elisa Scola.

The Work of the Commission

The Wayland Historical Commission (WHC), a seven-member town agency, is charged to identify, evaluate, and protect Wayland's historical, cultural, and archaeological resources. During FY2020, the WHC worked collaboratively and successfully with other community



Rep. Carmine Gentile (at right) shares an official citation from the Massachusetts House of Representatives thanking John Dyer for his fifty years of volunteer service to the Town of Wayland. John Dyer stepped down from the Wayland Historical Commission in late 2019 after many years of service.

organizations and other towns in Massachusetts, building effective working relationships that helped us accomplish our mission. We focused our efforts on a range of initiatives, including exterior restoration work on the Wayland Depot and artifacts on the Rail Trail; plans for the Loker Conservation area; recognition of the centennial of the 19th amendment; and creating a notification process to alert the Commission about projects in Wayland with potential archaeological or historical implications. We also said thank you to longtime member John Dyer who stepped down from the Commission, and celebrated his 50 years of volunteer service to the Town of Wayland with a small gathering and a citation presented by Rep. Carmine Gentile. The WHC worked with a local volunteer who repainted mileposts and whistle posts along the Rail Trail in an historically appropriate manner, and kept in touch with town staff from Facilities and DPW as they worked to maintain the Wayland Depot, including restoration of the west side of the building and painting of the entire structure. In addition, we identified a source for replacement of historic railroad artifacts such as the train order signal; town staff planned to

purchase these items. The DPW agreed to help keep the area west of the Depot clear of brush and debris so that the historic railroad artifacts alongside the Rail Trail can be appreciated.

WHC member Richard Conard gave a talk at the Wayland Historical Society on the Central Massachusetts Railroad in Wayland, contributed photos and materials to a railroad exhibit and led an historic tour during the Rail Trail grand opening on October 19, 2019.

WHC members spent considerable time meeting with other groups such as the Recreation Commission and Department and the Conservation Commission and Department about plans to build athletic fields in the Loker Conservation area. As the only town-appointed group responsible for preserving and protecting cultural artifacts and landscapes, the WHC wants to ensure that development of this area does not disturb areas of significance or potential significance to Native Americans. WHC members worked with representatives of the Narragansett Indian Tribal Historic Preservation Office to understand the history of the land and its ceremonial significance, in order to effectively protect it should the project move forward.

Wayland is fortunate to have the Wayland Archaeological Research Group (WARG) as part of its Historical Commission. WARG/WHC members planned a major curation project to begin in the early spring 2020 to maintain Wayland's archaeology collections recovered from local excavations under state permit. However, their activity was reduced due to the closure of the Town Building in March 2020, which prevented regular access to the archaeology lab. Nevertheless, they continued to use their expertise to serve the Town, consulting with Wayland homeowners to help identify found artifacts as well as inspecting property for hints of topographic history pertaining to Native Americans and the colonial era. WARG and WHC member Tonya Largy gave a presentation to a packed room at the Wayland Library in October 2019 for Archaeology Month. She spoke about the work and career of Dena Dincauze, a mentor and well-known Harvard scholar who studied and published the data on the artifacts recovered from Wayland's Mansion Inn site.

The WHC collaborated with other Wayland groups, including the Wayland Historical Society, the Wayland Public Library, the League of Women Voters, and the Wayland Cultural Council to commemorate the 100th anniversary of passage of the 19th amendment, giving women the right to vote. Working with other history researchers in Wayland, WHC members created a list of more than 40 notable women in Wayland's past, and then researched, wrote and/or edited their biographical profiles, highlighting their accomplishments. Photos accompany most of these biographical sketches. Initially intended for display at the Town Building during November 2020, the project is now being posted on the Wayland Historical Society website.

Additionally, the WHC monitored work on the Dudley Woods trails for possible recovery of artifacts; continued to monitor progress on the restoration of Stone's Bridge; and researched and returned a wayward footstone to a Boston cemetery that had been on the property of a Wayland resident for some 20 years. The WHC is participating in a Town-led effort to create consistent way-finding signage for the Route 20 area, and continues to be represented on the Community Preservation Committee, reviewing and recommending historical projects. The WHC also manages the historical plaque program.

The WHC developed a process and a form that asks town staff to notify the WHC of any project on Town-owned land that will disturb the earth or any structures more than 50 years old. This might involve digging in order to build a driveway or plant shrubs, or carpentry work that could

alter architectural details, such as replacing a roof or windows. Advance notice will enable the WHC to evaluate the archaeological or historical significance of a site or structure, and potentially protect artifacts or characteristics that have historic value.

With the departure of John Dyer, attorney Brad Carver joined the Commission in early 2020, bringing a strong background and enthusiasm for preservation, with particular interest and experience in working to preserve architectural history.

Historic District Commission



Historic Fence at First Parish –
Bullard Photo Collection –
Late 19th C. Courtesy of the
Wayland Historical Society.

The Wayland Historic District Commission (WHDC) has seven members with two alternate member positions available of which only one is filled presently, all appointed by the Board of Selectmen. There are two non-contiguous 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. During FY 2020 the WHDC met only two times to respond to applications for changes to properties in the districts. These included repairs of the historic granite post fence outlining the First Parish Church property – a defining historic feature of the Historic District; and an amendment to a large construction project that was approved in FY 2019. In addition, the Commission held a hearing and approved Temporary Sign Guidelines that were then added to the District Commission's Design Guidelines. The Guidelines can be found on the HDC webpage on the town website at: <https://www.wayland.ma.us/historic-district-commission>

Members

Gretchen Schuler, Chairman; Margery Baston, Alice Boelter, Marji Ford, Desmond McAuley, Seema Mysore, Kathie Steinberg; Alternate Member: Caitlin Ahern

Public Ceremonies Committee

The Public Ceremonies Committee (PCC) coordinates Wayland's observance of Memorial Day, Veteran's Day, National Vietnam War Veterans Day, National Purple Heart Appreciation Day, as well as events and projects of importance to the Town. The 2019-2020 Committee included Chair, Richard P. Turner, and members George Bernard, Michelle Galicia, Rodrick McLean, and

Donna Bouchard. Wayland's Veterans' Agent, Sarada Kalpee, also served as an ex officio member of the committee.

National Purple Heart Appreciation Day

A ceremony to honor Purple Heart recipients was held at the Town Building flagpole on August 7, 2019. The American Legion Post 133 and several town officials were in attendance. Richard P. Turner, USN (RET) – a longtime Wayland resident, Public Ceremonies Committee Chair, Veterans Grave Officer, and recipient of the prestigious Purple Heart Medal – gave some brief remarks before the Purple Heart flag was raised in remembrance of all Purple Heart recipients.

Wayland was officially designated a Purple Heart Town by the Board of Selectmen in 2015 to show the gratitude of residents for all the men and women who have served in the armed forces; the sacrifices made by men and women from Wayland who served in harm's way in the armed forces; the many residents who have been killed in action and posthumously awarded the Purple Heart for their ultimate sacrifice as well as those who received the decoration for being wounded in action

Veterans Day

The Wayland Veterans Day program, sponsored by the Wayland Public Ceremonies Committee, was held at the Trinitarian Congregational Church hall on Monday, November 11, 2019. Many Wayland students and staff members participated in paying tribute to the brave men and women who so honorably served, and continue to serve, in the US armed forces.



Lieutenant Joseph Carroll – Wayland High School Class of 2005

This year's contributors included Joshua Ellenbogen, a senior at Wayland High School. His presentation on the life of Robert Scotland – a WWII Veteran, Wayland High teacher and longtime Wayland resident – captivated the audience from beginning to end.

Mr. Kevin Delaney, Social Studies Department Head and leader of The Wayland High School History Project – a local history archive that showcases how national trends and developments

played out in Wayland and the region – supported Joshua's efforts as a presenter. Mr. Delaney has mentored many students who have previously spoken about the historical importance of Wayland and its many meaningful military connections on Veterans Day.



Victoria Gitten, Wayland High School Class of 2015, sang the National Anthem.

Mr. Joseph Oneschuck, Jr. – Wayland High School teacher and Band Director – masterfully presided over the Wayland High School Honors Trumpet Ensemble. The trumpeters demonstrated their exemplary talent in playing “Simple Gifts” and “America the Beautiful.”

Two former Wayland High School graduates returned to honor Wayland’s veterans. The keynote speaker, Lieutenant Joseph Carroll – Wayland High School Class of 2005 and commissioned officer in the United States Navy – gave an inspiring speech on what it means to be a veteran. Victoria Gitten – Wayland High School Class of 2015 – shared her immense talent in performing a moving solo of the National Anthem. She also sang alongside the Trumpet Ensemble during “America the Beautiful.”



Mr. Joseph Oneschuck, Jr., Wayland High School Band Director, with the Wayland High School honors Trumpet Ensemble.

Wayland’s Veterans Day program was made special through the participation of the many students who are members of the Boy Scouts of America’s Troop 1. Along with their troop leaders, the Boy Scouts proudly recognized all veterans in attendance. The program was opened and closed by distinguished members of the Natick Soldier Systems Center Color Guard.

Wayland High School alumni Richard Turner, Class of 1962, and George Bernard, Class of 1970, planned and coordinated all program participants while serving together on the Public Ceremonies Committee. Their thoughtful contributions were greatly appreciated by all in attendance.



Boy Scouts Troop 1 of Wayland with Lt. Joseph Carroll.

An outdoor ceremony at Wayland’s Veterans Memorial followed the program. Richard Turner, Wayland Selectman Tom Fay, and State Senator Rebecca Rausch made brief remarks. The names of all Wayland veterans who perished in battle – and the wars in which they served – were read aloud. Members of the American Legion Post 133 were also present to commemorate our veterans. American Legion member Kevin Clarke assisted Richard Turner in laying a ceremonial wreath to honor all who served. “ECHO TAPS” – the bugle call, Taps, played by two buglers in echo fashion – was performed by Wayland High School Band Members.

C. Peter R. Gossels Good Government Award

Beloved Wayland resident, C. Peter R. Gossels – an attorney who practiced law for more than 6 decades and served as the Town Moderator of Wayland for 30 years – passed away on October 25, 2019. The Public Ceremonies Committee approved an award – The C. Peter R. Gossels Good Government Award – in his honor. In addition, a portrait of Peter, and plaque (with the names of future annual recipients), were installed on the wall outside the Wayland Town Treasurer's office in the Wayland Town Building. The award has been approved as follows:



C. Peter R. Gossels

The C. Peter R. Gossels Good Government Award is bestowed upon a long-time resident of Wayland who has served as a volunteer for 20 years or more with generosity of spirit to improve and support operation of good town government. The award honors unpaid, secular service that promotes positive citizen engagement with town government; provides factual information to voters and officials to enhance fairness and well-informed decisions; and may include innovative initiatives that enhance operation of the Town of Wayland. The award recognizes an individual who exemplifies Peter's passion for justice, civility and high standards of conduct. We are proud to honor his outstanding volunteer service to Wayland Town Government by establishing the C. Peter R. Gossels Good Government Award to be bestowed annually by the Public Ceremonies Committee in his name.

The portrait of Peter, pictured above, is accompanied with the following inscription:

*C. Peter R. Gossels
In Memoriam 1930-2019*

A Jewish refugee from Nazi Germany, Peter Gossels was a proud American, an esteemed lawyer and a veteran who cherished democracy. A resident of Wayland for 58 years, he served the town nobly for 50 years, first as a member of the Finance Committee and Town Counsel and later as Town Meeting Moderator for 30 years from 1982 through 2011. Peter's high standards of personal and professional conduct were exemplary. As a lawyer, his passion for helping his clients and improving the system of justice were hallmarks of his career. As a television host of "Ask the Candidates Live," Peter provided a forum to inform both voters and candidates about issues. As Moderator of Wayland's Open Town Meeting, Peter codified and published rules for the proceedings and introduced a balanced format with separate lecterns for Pro and Con and Procedural speakers to inform voters and enhance fairness during debate on each warrant article. He oversaw the introduction of electronic voting which not only recorded precise vote counts and significantly reduced time required to vote on motions but also provided a secret ballot for Town Meeting voters. Peter felt spiritually indebted to those who invested their lives and fortunes to meet the British regulars at Lexington and Concord in order to re-establish

and preserve Town Meeting. His non-partisan generosity of spirit, fairness and passion for good government marked his volunteer service as Moderator of Wayland's Open Town Meeting.

Lydia Maria Child Award

The Public Ceremonies Committee received nominations in recognition of Wayland citizens and/or volunteer organizations for their contributions to the Town's governance, to the community's quality of life, and/or in service of important needs among the Townspeople. Unfortunately, the 2020 selection was cancelled due to the coronavirus pandemic.

Memorial Day

The Public Ceremonies Committee also cancelled the 2020 Memorial Day parade and ceremony due to the pandemic. But in keeping with US Flag Code, the graves of all deceased Wayland veterans were decorated in honor of their service to our country.

FINANCE

Board of Assessors

At the June 2020 elections, Philip Parks and Massimo Taurisano were elected to serve three-year terms. Subsequently, Zachariah Ventress was elected to Chair, John Todd to Vice Chair, and Molly Upton to Secretary by the Board.

The Board of Assessors is responsible for administering Massachusetts property tax laws fairly and equitably and for producing 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.) Calendar year 2018 sales used in the determination of the FY 2020 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)
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	0	0	\$0.00
2018	22	9	\$2,157.99
Supplemental	0	0	\$0.00
2019*	42	18	\$1,325.71
Supplemental	0	0	\$0.00
2020	21	14	\$2,757.49
Supplemental	0	0	\$0.00

* DOR Division of Local Services certification years (FY2015 and FY2019)

(2. d) Appellate Tax Board (ATB) filings last six years:

Fiscal Year	ATB Filings		Fiscal Year	ATB Filings
2015	11		2018	5
2016	6		2019	6

2017	6		2020	2
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(2. e) Assessed value changes granted by the ATB:

FISCAL YEAR	NO.	STREET	CHANGE IN ASSESSMENT		FISCAL YEAR	NO.	STREET	CHANGE IN ASSESSMENT
2015	N/A				2018	N/A		
2016	N/A				2019	42 240	SHAW DR W. PLAIN	\$23,300 \$20,200
2017	42	SHAW DR	\$158,200		2020	N/A		

(3). Inspections conducted during Fiscal Year 2020

Total Property Visits: 857*							
Sales:							
			Building Permits:			Quality Control:	
Interior & Exterior	76		Interior & Exterior	26		Interior & Exterior	3
Exterior only	43		Exterior only	150		Exterior only	0
Info at Door	4		Info at Door	0		Info at Door	0
Interior only	1		Interior only	0		Interior only	0
In office review	10		In office review	0		In office review	9
TOTAL	134		TOTAL	176		TOTAL	12
Cyclical:			Abatement:			Informal Hearings:	
Interior & Exterior	211		Interior & Exterior	17		Interior & Exterior	33
Exterior only	265		Exterior only	0		Exterior only	0
Info at Door	0		Info at Door	0		Info at Door	0
Interior only	0		Interior only	0		Interior only	0
In office review	1		In office review	0		In office review	0
Refused	2		TOTAL	17		TOTAL	33
TOTAL	479						
Field Review:							
TOTAL	6						

** Please note that some of the data verification visits addressed more than one requirement in a single visit, such as a property requiring an abatement visit may also have needed a sale visit. One visit would have met both obligations of data verification.*

Respectfully submitted,

Zachariah Ventress, Chair; John A. Todd, Vice Chair; Molly Upton, Secretary; Philip Parks;
and Massimo Taurisano

Audit Committee

The Audit Committee is comprised of five members, with one member each designated by the School Committee, and Finance Committee, and three members designated by the Board of Selectmen. At present, four of the five positions are filled. 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 Committee's Final Report to the Board of Selectmen.

FY 2019 Cycle

On April 30, 2020, the Audit Committee met and completed the FY 2019 review cycle and voted to approve a Final Report to the Board of Selectmen. This final report is posted on the Audit Committee web page under Financial Statements.

FY 2020 Cycle

In late November, 2020, the Audit Committee will begin the completion of the current annual cycle by hearing the town auditor's presentation of their review of the 2020 Comprehensive Annual Financial Report (CAFR) and management letter. Upon further review, the Committee will issue its opinion and findings in the spring of 2021 to close out the 2020 annual cycle.

Submitted,

Randall Moore, *Chair*
Klaus Shigley
Victoria Mints
Deborah Vogt

Treasurer/Collector

Maura O'Connor, *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, departmental turn-ins such as Building permits, Health permits, and Park and Recreation fees. The office is 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, 2020	TAX TITLE – 53 Parcels	\$2,047,595.66
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FY2020**Town of Wayland**

Long Term Debt Inside the Debt Limit	Outstanding July 1, 2019	+ New Debt Issued	- Retirements	= Outstanding June 30, 2020	Interest Paid in FY2020
Buildings	11,399,000.00	3,375,000.00	939,000.00	13,835,000.00	382,085.35
Departmental Equipment	1,525,000.00	0.00	250,000.00	1,275,000.00	56,350.00
School Buildings	4,561,000.00	415,909.00	716,000.00	4,260,909.00	230,988.18
School - All Other	135,000.00	0.00	45,000.00	90,000.00	4,700.00
Sewer	86,493.76	0.00	43,246.88	43,246.88	3,267.79
Solid Waste					
Other Inside	11,101,800.00	0.00	805,900.00	10,295,900.00	433,733.76

SUB - TOTAL Inside	\$28,808,293.76	\$3,790,909.00	\$2,799,146.88	\$29,800,055.88	\$1,111,125.08
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Long Term Debt Outside the Debt Limit	Outstanding July 1, 2019	+ New Debt Issued	- Retirements	= Outstanding June 30, 2020	Interest Paid in FY2020
Airport				0.00	
Gas/Electric Utility				0.00	
Hospital				0.00	
School Buildings	30,340,000.00	5,369,091.00	1,820,000.00	33,889,091.00	1,381,421.94
Sewer	3,790,000.00	0.00	281,259.00	3,508,741.00	158,615.00
Solid Waste	50,000.00	0.00	0.00	50,000.00	0.00
Water	8,558,200.00	1,220,000.00	899,100.00	8,879,100.00	331,575.76
Other Outside	34,045.00	0.00	20,000.00	14,045.00	2,400.00

SUB - TOTAL Outside	\$42,772,245.00	\$6,589,091.00	\$3,020,359.00	\$46,340,977.00	\$1,874,012.70
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TOTAL Long Term Debt	\$71,580,538.76	\$10,380,000.00	\$5,819,505.88	\$76,141,032.88	\$2,985,137.78
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FY2020

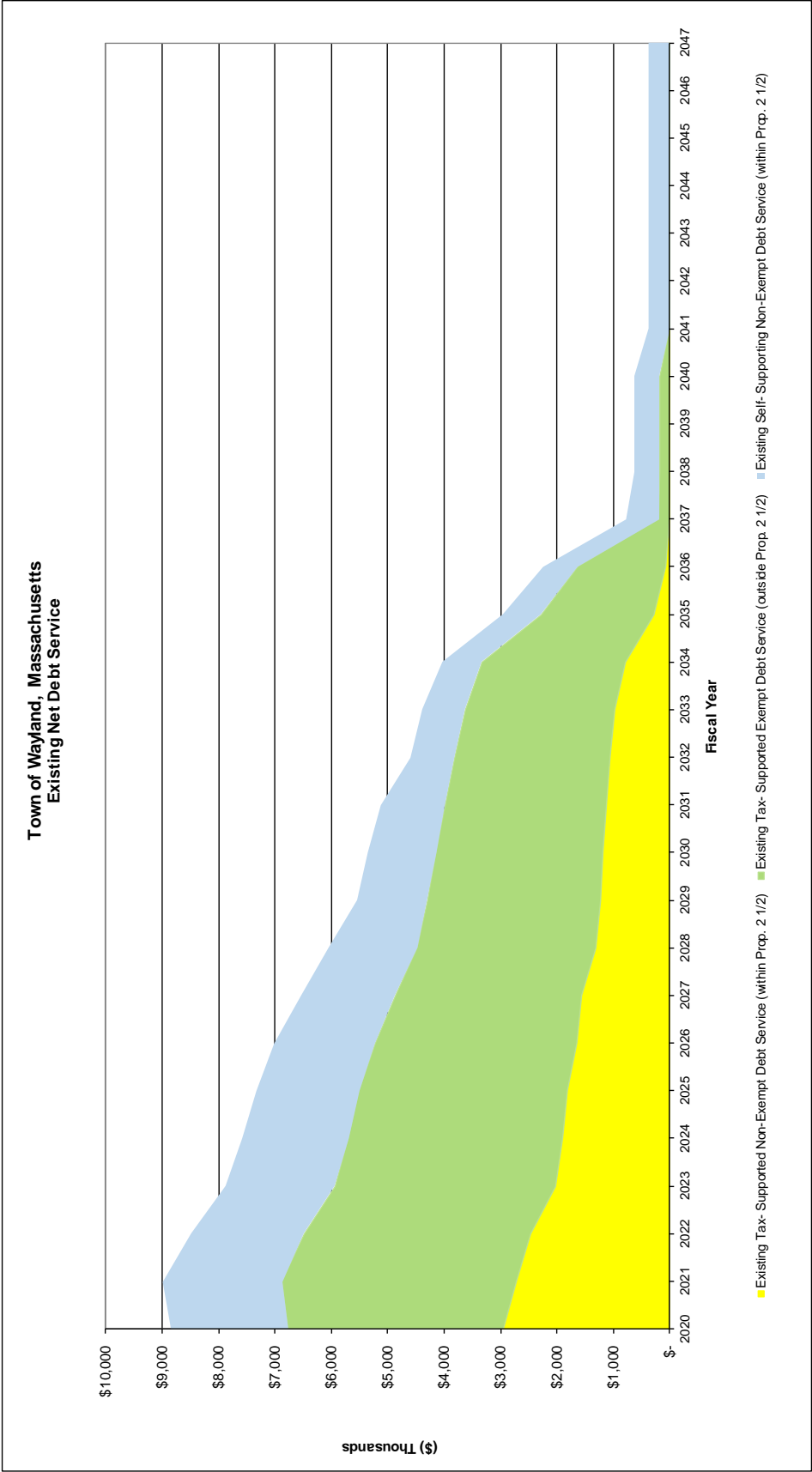
Town of Wayland

Short Term Debt	Outstanding July 1, 2019	+ Issued	- Retired	= Outstanding June 30, 2020	Interest Paid in FY2020
RANs - Revenue Anticipation				0.00	
BANs - Bond Anticipation:					
Buildings				0.00	
School Buildings		6,300,000.00	6,300,000.00	0.00	42,000.00
Sewer				0.00	
Water				0.00	
Other BANs	480,000.00	525,000.00	480,000.00	525,000.00	7,776.00
	258,909.00	0.00	258,909.00	0.00	3,709.16
SANs - State Grant Anticipation				0.00	
FANs - Federal Gr. Anticipation				0.00	
Other Short Term Debt				0.00	

TOTAL Short Term Debt	\$738,909.00	\$6,825,000.00	\$7,038,909.00	\$525,000.00	\$53,485.16
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GRAND TOTAL All Debt	\$72,319,447.76	\$17,205,000.00	\$12,858,414.88	\$76,666,032.88	\$3,038,622.94
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Authorized and Unissued Debt					
Purpose	Date of Vote	Article Number	Amount Authorized	- Issued - Retired - Rescined	= Unissued 6/30/2020
Loker School Doors & Tile	04/07/16	8	1,900,000.00	1,439,228.00	460,772.00
Small Truck DPW	04/07/16	8	220,000.00	190,000.00	30,000.00
Middle School Network Wiring	04/02/18	9	386,000.00	234,000.00	152,000.00
Water Meter Replacement	04/02/18	9	520,000.00	520,000.00	0.00
Water Mains	04/02/18	9	950,000.00	950,000.00	0.00
PLC Upgrades	04/02/18	9	284,937.00	0.00	284,937.00
Loker School & Kitchen	04/02/18	9	240,909.00	240,909.00	0.00
Fire Station #2 Renovations	04/02/18	21	1,800,000.00	1,800,000.00	0.00
Town Building HVAC Improv.	04/02/18	23	1,575,000.00	1,575,000.00	0.00
Rivers Edge	11/13/18	5	790,530.00	0.00	790,530.00
Reeves Hill Water Tank Interior	04/29/19	6	350,000.00	350,000.00	0.00
Reeves Hill Water Booster Station	04/29/19	6	270,000.00	270,000.00	0.00
High School Stadium Complex Re	04/29/19	13	7,075,000.00	6,750,000.00	325,000.00
					0.00
TOTAL Authorized and Unissued Debt					\$2,043,239.00



Trust Funds/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 the selected years:

Year	Year-End Balance
2020	\$ 4,044,031
2019	\$ 3,976,954
2018	\$ 3,792,316
2017	\$ 3,619,162
2016	\$ 3,317,854
2015	\$ 3,278,355
2014	\$ 3,279,323
2013	\$ 2,995,457

TOWN OF WAYLAND TRUST FUNDS

June 30, 2020 Balance

Bartholomew & Co.

Cemetery Funds

Trust	6/30/20 Balance
Perpetual Care	\$ 1,582,233
Robsham Cemetery Trust	\$ 60,976
Subtotal	\$ 1,643,209

Library Funds

Trust	6/30/20 Balance
Est. of M. Draper	\$ 205,965
Small Funds	\$ 276,790
Swain - Teen Materials	\$ 16,484
The Millenium Fund	\$ 1,026,355
Gossels Fund (Human Dignity)	\$ 43,640
Subtotal	\$ 1,569,234

Other Funds

Trust	6/30/20 Balance
Gossels (Academic Excellence)	\$ 367,110
Allen Fund (Charitable Fund)	\$ 8,384
S. Leavitt (Norwich Univ. School)	\$ 208,283
J. Leavitt (Wayland Community)	\$ 175,222
Greaves/Croft Fund	\$ 72,589
Subtotal	\$ 831,588
Grand Total	\$ 4,044,031

Respectfully submitted by Adam Gutbezahl, Chair; David D'Orlando and Nicole Cissell

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 taxpayers across a broad financial spectrum to afford these services. To fulfill this mission, the Finance Committee recommends a financial strategy for the Town, a fiscally responsible operating budget & capital plan and provides residents with objective information so they can make informed decisions at Town Meeting.

COVID-19

Although the Finance Committee prepared a proposed FY 2021 budget in early 2020 and a Warrant was printed and distributed in late March, the Annual Town Meeting, which had been originally scheduled for April 12, 2020, was postponed due to the COVID-19 pandemic and did not take place prior to the end of the fiscal year. Therefore, all the proposed FY 2021 budget analysis presented below is based on pre-COVID budgets. Any changes to the FY 2021 Recommended Budgets will be presented in the next Fiscal Year.

Budget Process and Guideline Recommendation

The development of the budget started in September 2019 with a Financial Summit at which the Town and Schools presented their committed costs and expected budget drivers. The Finance Committee recommended the Town and Schools should continue efforts to maintain year-over-year budget increases closer to those allowed under Prop 2 ½ and recommended a 3.1% guideline which equated to a year-over-year operating budget increase of \$2.7M.

After several rounds of adjustments, total spending proposed for FY 2021 was \$92.4 M or a 3.8% year-over-year increase. Total spending includes the operating budget (\$86.1M), the Water Enterprise Fund budget (\$4.0M), the Wastewater Enterprise Fund budget (\$0.8M), Cash Capital (\$0.6M) and OPEB (\$0.5M).

Capital Budget

For FY 2021, the Finance Committee recommended a \$4.2M capital budget that would fund 25 projects, most of which supported maintenance of assets. In addition, the ATM Warrant included two capital project articles: Loker School Roof (\$4.3M) and Loker Turf Field (\$3.4M). If passed, these projects were recommended to be funded with debt exclusion.

Resource-Based Capital Budget

FY 2021 marked the first year of a transition from a submission-based to a resource-based capital plan. Accordingly, every capital project needs to be assessed in terms of readiness, available funding as well as available manpower in order to complete the project in a timely manner. In addition, all capital projects are to be evaluated and categorized as: maintenance of

assets, legal requirement, public safety or new initiative with priority given to maintenance of assets. New construction projects follow a Design, Build, Operate and Maintain schedule.

As part of a resource-based capital plan, the Finance Committee established the following annual capital spending guidelines:

Cash Capital	\$600,000--\$800,000
Free Cash	\$1.5-\$2.0 million
Levy Borrowing	\$3.0 million
Ambulance Receipts	\$200,000
CPA	\$0-\$500,000
Other	\$0-\$200,000
Water Enterprise Funds	\$0-\$300,000

Five-Year Capital Plan

The Finance Committee presented in the ATM Warrant a five-year capital improvement plan for the Town which reflects \$44M in new capital projects for the Town and Schools and an additional \$11M of capital projects for the Water Department over the next five-year period.

The Town Administration and Finance Committee are committed to further refining and presenting a more detailed resource-based five-year capital plan with projected funding sources over the course of the next couple years. A key challenge will be to balance the needs and demands of the Town with funding resources and financial impact.

Capital Stabilization Fund

The Finance Committee continues to support establishing a capital stabilization fund to be used as a capital planning tool to level the tax impact of fluctuating expenses needed to maintain the town's capital assets. The fund, once established, could be used to defray engineering and design, renovation, reconstruction and construction costs or the debt service derived therefrom.

Outlook

Looking forward, the Committee is concerned with the impact Covid-19 will have on projected revenues as well as future operating and capital budgets starting in FY 2022. Other challenges the Finance Committee recognizes include increased costs for maintaining the Town's aging infrastructure, along with requests for more fields and a potential Council on Aging/Community Center, which could possibly require a notable increase in debt service.

To preserve the Town's levy, debt exclusion funding is recommended for projects greater than \$2.5M. In FY 2021, as in the two prior years, residents were asked to consider funding capital projects with debt exclusion.

Summary

The Town of Wayland remained financially strong during FY 2020. Moody's confirmed the town's Aaa rating with a stable outlook in January 2020. To preserve its Aaa bond rating and maintain continued financial strength, the Town should focus efforts to:

- Manage Omnibus Budget decisions strategically
- Prioritize and schedule capital expenditures using a Resource Based Capital Plan
- Manage staffing increases
- Identify alternative funding sources (grants, etc.) and new opportunities for raising revenue other than via taxation
- Establish mechanisms to maintain adequate Fund Balances
- Develop procedures to close out capital projects in a timely manner

Wayland Finance Committee (as of June 30, 2020)

Carol Martin (Chair); Steven Correia (Vice Chair); Adam Gutbezahl; Kelly Lappin; Pamela Roman; George Uveges; Dave Watkins

Finance Director/Accountant

Brian Keveny, *Finance Director*

Town of Wayland, Ma FISCAL 2020					Turnback as % Budget
DEPARTMENT	FINAL FISCAL 2020 BUDGET	FISCAL 2020 ACTUAL	FISCAL 2020 ENCUMBRANCE	FISCAL 2020 VARIANCE BUDGET / ACTUAL	
SELECTMEN	42,500	32,579	8,930	991	2.33%
TOWN OFFICE SALARY	578,393	564,972	0	13,421	2.32%
TOWN OFFICE EXPENSES	72,998	61,322	4,606	7,070	9.69%
PERSONNEL BOARD SALARY	4,000	4,000	0	0	0.00%
PERSONNEL BOARD EXPENSES	25,000	2,030	0	22,970	91.88%
FINANCE SALARY	319,242	310,097	0	9,145	2.86%
FINANCE EXPENSE	61,365	58,170	0	3,195	5.21%
ASSESSOR SALARY	286,095	205,808	0	80,287	28.06%
ASSESSOR EXPENSES	47,560	27,698	2,901	16,961	35.66%
TREASURER SALARY	208,251	200,837	0	7,414	3.56%
TREASURER EXPENSES	186,150	146,462	36,645	3,043	1.63%
LEGAL	244,000	110,653	26,257	107,090	43.89%
INFORMATION TECH SALARY	180,965	177,744	0	3,221	1.78%
INFORMATION TECH EXPENSES	663,011	448,179	93,206	121,626	18.34%
TOWN CLERK SALARY	139,268	131,062	0	8,206	5.89%
TOWN CLERK EXPENSES	15,718	11,765	2,498	1,455	9.26%
ELECTIONS SALARY	3,174	532	0	2,642	83.24%
ELECTIONS EXPENSES	39,964	33,426	7,277	-739	-1.85%
REGISTRAR SALARY	1,075	325	0	750	69.77%
REGISTRAR EXPENSES	4,625	0	712	3,913	84.61%
CONSERVATION SALARY	209,937	197,650	0	12,287	5.85%
CONSERVATION EXPENSES	45,645	18,974	1,984	24,687	54.08%
PLANNING SALARY	113,756	112,238	0	1,518	1.33%
PLANNING EXPENSES	6,655	4,322	0	2,333	35.06%
SURVEYOR SALARY	0	0	0	0	0.00%
SURVEYOR EXPENSES	0	0	0	0	0.00%
FACILITIES SALARY	393,532	370,414	0	23,118	5.87%
FACILITIES EXPENSES	952,700	677,998	148,810	125,892	13.21%
MISC COMMITTEES	54,775	51,204	2,700	871	1.59%
				0	
TOTAL GENERAL GOVERNMENT	4,900,354	3,960,461	336,526	603,367	12.31%
POLICE SALARY	2,738,367	2,525,272	0	213,095	7.78%
POLICE EXPENSES	326,825	296,504	26,877	3,444	1.05%
JOINT COMMUNICATIONS SALARY	550,051	545,532	0	4,519	0.82%
JOINT COMMUNICATIONS EXPENSES	32,000	29,084	0	2,916	9.11%
EMERGENCY MANAGEMENT	23,250	17,938	0	5,312	22.85%
DOG OFFICER	37,120	37,119	0	1	0.00%
FIRE SALARY	2,921,706	2,474,305	0	447,401	15.31%
FIRE EXPENSES	270,800	236,680	15,408	18,712	6.91%
BUILDING & ZONING SALARY	309,575	306,193	0	3,382	1.09%
BUILDING & ZONING EXPENSES	19,550	10,646	0	8,904	45.54%
				0	
TOTAL PUBLIC SAFETY	7,229,244	6,479,273	42,285	707,686	9.79%

Town of Wayland, Ma FISCAL 2020					Turnback as % Budget
DEPARTMENT	FINAL FISCAL 2020 BUDGET	FISCAL 2020 ACTUAL	FISCAL 2020 ENCUMBRANCE	FISCAL 2020 VARIANCE BUDGET / ACTUAL	
WAYLAND PUBLIC SCHOOLS	41,919,750	41,286,790	499,330	133,630	0.32%
MINUTEMAN REGIONAL SC	302,000	301,910	0	90	0.03%
TOTAL EDUCATION	42,221,750	41,588,700	499,330	133,720	0.32%
HIGHWAY SALARY	1,026,246	953,712	0	72,534	7.07%
HIGHWAY EXPENSES	531,800	393,199	42,952	95,649	17.99%
ENGINEERING SALARY	332,227	261,048	0	71,179	21.42%
ENGINEERING EXPENSE	45,420	14,391	3,620	27,409	60.35%
SNOW REMOVAL SALARY	175,000	126,464	0	48,536	27.73%
SNOW REMOVAL EXPENSES	325,000	282,535	23,684	18,781	5.78%
TRANSFER STATION	40,000	11,685	28,315	0	0.00%
PARKS SALARY	683,700	640,390	0	43,310	6.33%
PARKS EXPENSES	400,800	251,585	85,017	64,198	16.02%
TOTAL PUBLIC WORKS	3,560,193	2,935,009	183,588	441,596	12.40%
BOARD OF HEALTH SALARY	761,412	742,976	0	18,436	2.42%
BOARD OF HEALTH EXPENSES	166,825	130,650	5,738	30,437	18.24%
VETERANS SERVICES	48,000	34,818	767	12,415	25.86%
C.O.A. SALARY	239,495	215,305	0	24,190	10.10%
C.O.A. EXPENSES	65,280	47,991	4,039	13,250	20.30%
YOUTH SERVICES SALARY	222,008	189,744	0	32,264	14.53%
YOUTH SERVICES EXPENSES	6,225	1,383	0	4,842	77.78%
TOTAL HEALTH / HUMAN SERVICES	1,509,245	1,362,867	10,544	135,834	9.00%
LIBRARY SALARY	850,985	834,033	0	16,952	1.99%
LIBRARY EXPENSES	278,850	231,725	24,642	22,483	8.06%
RECREATION EXPENSE	2,275	1,314	923	38	1.67%
RECREATION SALARY	178,193	167,589	0	10,604	5.95%
TOTAL CUTURAL	1,310,303	1,234,661	25,565	50,077	3.82%

Town of Wayland, Ma FISCAL 2020					Turnback as % Budget
DEPARTMENT	FINAL FISCAL 2020 BUDGET	FISCAL 2020 ACTUAL	FISCAL 2020 ENCUMBRANCE	FISCAL 2020 VARIANCE BUDGET / ACTUAL	
DEBT	6,814,789	6,729,755	0	85,034	1.25%
RETIREMENT ASSESSMENT	4,862,852	4,862,852	0	0	0.00%
UNCLASSIFIED	0			0	0.00%
INSURANCE GENERAL	791,000	790,120	0	880	0.11%
INSURANCE 32B	7,955,200	7,901,511	0	53,689	0.67%
MEDICARE TAX	735,062	734,556	0	506	0.07%
UNEMPLOYMENT	50,000	37,826	12,173	1	0.00%
POLICE / FIRE DISABILITY	15,000	0	0	15,000	100.00%
RESERVE FOR SALARY ADJ	11,000	0	0	11,000	100.00%
OCCUPATIONAL HEALTH	8,000	7,445	0	555	6.94%
BUY BACK	47,000	46,066	0	934	1.99%
EMPLOYEE MITIGATION	6,412	0	0	6,412	100.00%
STORMWATER	210,000	65,972	35,756	108,272	51.56%
TOWN MEETING	115,000	8,636	0	106,364	92.49%
STREET LIGHTING	95,000	13,363	11,669	69,968	73.65%
SCHOOL BUS PARKING	0	0	0	0	
RESERVE FUND	205,000	0	0	205,000	100.00%
				0	
TOTAL UNCLASSIFIED / OTHER	21,921,315	21,198,102	59,598	663,615	3.03%
TRANSFER TO OTHER FUNDS-Capital					
Transfer to Fund 40-Capital	1,170,000	1,170,000	0	0	0.00%
Transfer to Fund 41-Capital	1,014,367	1,014,367	0	0	0.00%
WASTEWATER DEBT TRANSFER	0	26,600	0	-26,600	#DIV/0!
OVERLAY	239,412	0	0	239,412	100.00%
TRANSFER TO OPEB	500,000	500,000	0	0	0.00%
TOTAL TRANSFERS	2,923,779	2,710,967	0	212,812	7.28%
STATE ASSESSMENTS & CHARGES	122,321	116,215	0	6,106	4.99%
		0		0	
	0			0	
TOTAL UNAPPROPRIATED	122,321	116,215	0	6,106	4.99%
Totals	85,698,504	81,586,255	1,157,436	2,954,813	3.45%

Combined Balance Sheet - All Fund Types and Account Groups
as of June 30, 2020
(Unaudited)

	Governmental Fund Types			Proprietary Fund Types		Fiduciary Fund Types	Account Groups	Totals
	General	Special Revenue	Capital Projects	Enterprise	Internal Services	Trust and Agency	Long-term Debt	(Memorandum Only)
<u>ASSETS</u>								
Cash and cash equivalents	69,124,480.79							69,124,480.79
Investments								0.00
Receivables:								
Personal property taxes	37,774.29							37,774.29
Real estate taxes	478,338.90							478,338.90
Deferred taxes	87,686.27							87,686.27
Allowance for abatements and exemptions	(830,066.90)							(830,066.90)
Special assessments	10,614.97							10,614.97
Tax liens	1,125,213.89							1,125,213.89
Tax foreclosures								0.00
Motor vehicle excise	492,337.74							492,337.74
Other excises								0.00
User fees								0.00
Utility liens added to taxes				5,269.30				5,269.30
Departmental		288,330.97						288,330.97
Other receivables				3,045,276.67				3,045,276.67
Due from other governments		469,450.34	289,327.72					758,778.06
Due to/from other funds	(52,941,883.05)	9,491,346.81	12,596,433.04	2,944,533.14		27,909,570.06		0.00
Working deposit								0.00
Prepays								0.00
Inventory								0.00
Fixed assets, net of accumulated depreciation								0.00
Amounts to be provided - payment of bonds							56,198,686.00	56,198,686.00
Amounts to be provided - vacation/sick leave								0.00
Total Assets	17,584,496.90	10,249,128.12	12,885,760.76	5,995,079.11	0.00	27,909,570.06	56,198,686.00	130,822,720.95
<u>LIABILITIES AND FUND EQUITY</u>								
Liabilities:								
Accounts payable								0.00
Warrants payable	1,009,487.70	144,689.46	34,886.72	66,295.92		(1,400.00)		1,253,959.80
Accrued payroll and withholdings	790,422.79	675.00		13,526.20				804,623.99
Accrued claims payable								0.00
IBNR								0.00
Other liabilities	773,746.75	312,618.75						1,086,365.50
Agency Funds								0.00
Deferred revenue:								
Real and personal property taxes	898,946.45							898,946.45
Deferred taxes								0.00
Prepaid taxes/fees								0.00
Special assessments	9,613.68							9,613.68
Tax liens								0.00
Tax foreclosures								0.00
Motor vehicle excise	493,339.03							493,339.03
Other excises								0.00
User fees								0.00
Utility liens added to taxes				5,269.30				5,269.30
Departmental		288,330.97						288,330.97
Deposits receivable								0.00
Other receivables				3,045,777.73				3,045,777.73
Due from other governments								0.00
Due to other governments								0.00
Due to/from other funds								0.00
Bonds payable							56,198,686.00	56,198,686.00
Notes payable			525,000.00					525,000.00
Vacation and sick leave liability								0.00
Total Liabilities	3,975,556.40	746,314.18	559,886.72	3,130,869.15	0.00	(1,400.00)	56,198,686.00	64,609,912.45
Fund Equity:								
Reserved for encumbrances	1,157,953.44	646,315.65	2,248,994.69	289,315.86				4,342,579.64
Reserved for expenditures								0.00
Reserved for continuing appropriations								0.00
Reserved for petty cash								0.00
Reserved for appropriation deficit								0.00
Reserved for snow and ice deficit								0.00
Reserved for COVID-19 deficit								0.00
Reserved for debt service								0.00
Reserved for premiums	636,211.08							636,211.08
Reserved for working deposit								0.00
Undesignated fund balance	11,814,775.98	8,856,498.29	10,076,879.35	1,195,398.20		27,910,970.06		59,854,521.88
Unreserved retained earnings				1,379,495.90				1,379,495.90
Investment in capital assets								0.00
Total Fund Equity	13,608,940.50	9,502,813.94	12,325,874.04	2,864,209.96	0.00	27,910,970.06	0.00	66,212,808.50
Total Liabilities and Fund Equity	17,584,496.90	10,249,128.12	12,885,760.76	5,995,079.11	0.00	27,909,570.06	56,198,686.00	130,822,720.95

Town of Wayland, Massachusetts General Fund Revenue Report Fiscal 2020 June 30, 2020					
	Fiscal 2020 YTD-Actual	Fiscal 2020 Budget	\$ Variance 2020 / 2019	B / A Fiscal 2020 \$ Variance	% of Budget Collected
Taxation:					
Real Estate	69,356,777	70,136,923	1,910,576	(780,146)	98.89%
Personal Property	808,259	813,074	(23,877)	(4,815)	99.41%
Overlay		(239,412)	-	239,412	0.00%
Total	70,165,036	70,710,585	1,886,699	(545,549)	99.23%
State Aid:					
School Construction					
Local Aid : Cherry Sheet					
Chapter 70	5,257,757	5,299,764	549,627	(42,007)	99.21%
Charter Tuition Assessment	-	959,875	-	(959,875)	0.00%
Unrestricted Aid	1,037,769	-	181,023	1,037,769	0.00%
Veterans Benefits Chapter 115	5,268	7,610	576	(2,342)	69.22%
Exemption : Vets, Blind, Surviving Spouse	3,263	22,815	(19,301)	(19,552)	14.30%
State Owned Land Reimbursement	107,114	99,391	22,282	7,723	107.77%
	-	-	-	-	
Total	6,411,171	6,389,455	734,207	21,716	100.34%
Local Receipts:					
Motor Vehicle Excise	2,337,123	2,820,000	(465,148)	(482,877)	82.88%
Other Excise	201,117	245,000	(41,503)	(43,883)	82.09%
Penalties and Interest	168,327	267,596	(61,949)	(99,269)	62.90%
Payment in Lieu of Taxes	83,643	75,000	15,103	8,643	111.52%
Fees	803,901	630,000	172,478	173,901	127.60%
Licenses and Permits	380,022	560,000	(175,624)	(179,978)	67.86%
Special Assessments	3,877	7,000	(1,277)	(3,123)	55.39%
Fines and Forfeits	23,302	40,000	(16,060)	(16,698)	58.26%
Investment Income	426,023	350,000	(58,108)	76,023	121.72%
Miscellaneous Recurring	-	5,404	-	(5,404)	0.00%
Total	4,427,335	5,000,000	(632,088)	(572,665)	88.55%
Transfers from other funds:					
Fund 24-Ambulance	630,400	630,400	(5,100)	-	100.00%
Fund 24-Council on Aging	2,210	2,210	-	-	100.00%
Fund 24-Recreation	51,717	51,717	4,868	-	100.00%
Fund 24-Recreation-Fields	9,945	9,945	-	-	100.00%
Fund 25-Food Service	161,581	161,581	(23,110)	-	100.00%
Fund 25-BASE	237,701	237,701	27,011	-	100.00%
Fund 25-TCW	237,300	237,300	13,059	-	100.00%
Fund 25-Full Day Kinder	53,810	53,810	(17,472)	-	100.00%
Fund 61-Water	374,779	374,779	(8,758)	-	100.00%
Fund 63-Wastewater	34,913	34,913	-	-	100.00%
	1,794,356.00	1,794,356	(9,502.00)	-	100.00%
Total Budgeted Revenue	82,797,898	83,894,396	1,979,316	(1,096,498)	98.69%
Unbudgeted Revenue:					
Tax Title Liens	252,596	-	3,833	252,596	0.00%
Prior Year RE collections	309,886	-	(83,281)	309,886	0.00%
Fund 24-Recreation-New FY 17 accounts	-	-	-	-	0.00%
Account Closeout	111,644	-	-	111,644	0.00%
School Funds OPEB	-	-	-	-	0.00%
Wastewater / Library Agreement	-	-	-	-	
Total Unbudgeted Revenue	674,126	-	(79,448)	674,126	0.00%
Total All Revenue	83,472,024	83,894,396	1,899,868	(422,372)	99.50%
Other Revenue Sources:					
Bond Premium	-	75,329	-	-	0.00%
Overlay	-	-	-	-	
Transfer from Free Cash	-	1,489,367	-	-	0.00%
Transfer from Free Cash	-	-	-	-	
Transfer from Free Cash	-	-	-	-	
Month End Totals	83,472,024	85,459,092			

	Prior Year					6/30/2020
	Balances	Revenues	Expenditures	Encumbrances	(OFS)/OFU	Ending Balance CASH
FUND 40 - TOWN CAPITAL						
FY 20 PERMITTING SOFTWARE		40,000.00		39,865.00		40,000.00
FY 19 MUNIS REVENUE MODULE	102,890.12		44,453.00	58,436.00		58,437.12
DAM REPAIRS	82,244.00					82,244.00
CONSERVATION ATM 2014	28,908.00					28,908.00
FY 19 CONSERVATION TRACTOR	2,001.00					2,001.00
FY 19 SNAKE RIVER DAM		115,000.00	77,522.85	22,977.15		37,477.15
RIVERS EDGE DUE DILIGENCE	(459,250.57)	960,000.00	1,013,427.00	-		(512,677.57)
FY 13 BUILDING REPAIRS	647.11					647.06
STATION 2 REPAIR ATM 2014	1,679.06					1,679.06
FY 16 PUBLIC SAFETY SEWER PUMP	50,000.00		-		50,000.00	-
FY 16 LIBRARY OIL TANK REMOVAL	12,867.00				12,867.00	-
FY 16 STATION 2 SEPTIC AND PAVING	250.00			250.00		250.00
FY 18 TOWN BUILDING MECH / ELECT	74,792.20			13,207.85		74,792.20
FY 19 WINDOW AND DOOR DESG TB	65,000.00					65,000.00
FY 19 TB INTERIOR RENOVATIONS	374,999.00		2,700.00	50,729.00		372,299.00
FY 17 OLD DPW DEMO	327,107.45		140,198.00	3,950.00		186,909.45
FY 18 TOWN BUILDING HVAC		1,575,000.00		75,000.00		1,575,000.00
FY 18 FIRE STATION #2 RENOVATION	26,272.06		26,272.06	-		(0.00)
FY 19 FIRE VEHICLE	13,162.15					13,162.15
FY 20 WIRELESS ALARM		64,000.00	64,000.00	-		-
FY 20 FIRE PICKUP TRUCK		50,000.00	49,797.00	-		203.00
FY 20 FIRE CARDIAC MONITOR		26,000.00	26,000.00	-		-
FY 19 FIRE STATION #2 \$1.8M		1,800,000.00	30,172.94	46,550.00		1,769,827.06
HIGHWAY CH90	(226,244.65)	1,002,087.00	796,813.00	445,925.00		(20,970.65)
NEW DPW BUILDING STM 2013	1,226,885.00			333.00	100,000.00	2,068.60
HGWY ROADWORK DESIGN (27/30)	19,416.72					19,416.49
DRAINAGE IMPROVEMENTS	(1.90)					(2.35)
PARKLAND / CHARLES ATM 2014	57,272.20				15,000.00	42,272.20
FY 18 DPW DUMP TRUCK H-4	171.25					171.25
FY 19 ROAD CONSTRUCTION	356,411.00		105,832.00	65,960.00		250,579.00
FY 19 RT 20 SOUTH LAYDOWN	142,809.73		478.00	4,831.00		142,331.73
FY 19 LIGHT TRUCK P51	95,000.00	-	90,368.40	-		4,631.60
FY 19 LIGHT TRUCK H5	95,000.00		94,935.00	-		65.00
FY 19 LIGHT TRUCK DUMP P 54	95,000.00		94,668.00	-		332.00
FY 20 ROAD CONSTRUCTION		500,000.00		66,985.00		500,000.00
FY 20 STONEBRIDGE ROAD DESIGN		100,000.00	44,434.00	2,815.00		55,566.00
FY 20 STORMWATER		250,000.00		49,970.00		250,000.00
FY 20 COMPACTOR		55,000.00				55,000.00
FY 20 BACKHOE P 55		125,000.00	116,850.00	3,449.00		8,150.00
FY 19 CONCORD RD CULVERT	150,000.00		12.96			149,987.04
FY 18 CULVERT REPAIR	7,603.35					7,603.35
FY 17 SHED UPGRADE CONSERV	30,000.00					30,000.00
FY 17 CEMETERY EXPANSION	10,000.00					10,000.00
FY 18 SYNTHETIC FIELD LOKER	12,950.00		9,440.00	-		3,510.00
FY 18 TRANSFER ST ACCESS ROAD	363,615.00		200,137.47	25,177.22		163,477.53
FY 16 STM ENERGY RESILIENCE	(99,756.49)		48,080.81	-		(147,837.30)
FY 16 COA FEASIBILITY STUDY	75,583.21			14,607.35		75,583.21
FY 19 COA STUDY	470,000.00					470,000.00
FY 17 SEWER BETTERMENT LIBRARY	3,708.00					3,708.00
FIELD IMPROVEMENTS ATM 2014	4,104.79		4,103.94	-		0.85
FY 17 HAPPY HOLLOW PLAYGROUND	3,844.76		3,844.00	-		0.76
FY 17 REC FACILITIES PLAN	6,000.33					6,000.33
	3,602,940.88	6,662,087.00	3,084,540.43	991,017.57	177,867.00	5,877,803.32

FUND 41 - SCHOOL CAPITAL	Prior Year Balances	Revenues	Expenditures	Encumbrances	(OFS)/OFU	6/30/2020 Ending Balance CASH
FY 18 HS DESIGN	12,665.00		5,860.00	1,530.00		6,805.00
FY 17 LOKER FURNITURE	4,918.88			4,734.48		4,918.88
FY 17 FOOD SERVICE EQUIPMENT	53,950.00					53,950.00
FY 17 HAPPY HOLLOW FLOOR TILE	9,036.50		980.00	520.00		8,056.50
FY 17 LOKER TILE	46,607.00	-	7,690.00	3,590.00		38,917.00
FY 17 LOKER DOOR AND WINDOW	24,107.79		7,388.00	515,214.00		16,719.79
FY 18 MIDDLE SCHOOL TILE	6,878.47					6,878.47
FY 18 HAPPY HOLLOW FS EQUIP	60,000.00					60,000.00
FY 18 CUSTODIAL EQUIPMENT	790.93		703.64			87.29
FY 19 MIDDLE SCH PHONE	59,818.00			817.40		59,818.00
FY 19 MIDDLE SCH NETWORK WIRING	(17,208.00)	252,000.00	192,096.00	19,320.00		42,696.00
FY 19 HIGH SCH WASTEWATER PLANT	285,000.00					285,000.00
FY 19 LOKER SCH KITCHEN	54,091.00	481,818.00	240,909.00			295,000.00
LOKER KITCHEN ATM 2014	(237,562.41)		43,638.00	43,624.00		(281,200.41)
FY 19 CUSTODIAL EQUIPMENT	52.00		-	-		52.00
FY 19 HIGH SCHOOL FIELD	-	13,050,000.00	12,814,214.00	155,381.00		235,786.00
CLAYPIT DOORS / WINDOWS ATM 2014	(361,780.73)					(361,780.73)
FY 16 CLAYPIT DOOR AND WINDOW	356,766.77	36,660.00				393,426.77
MIDDLE SCHOOL WINDOWS ATM 2014	(224,585.91)					(224,585.91)
FY 16 MIDDLE SCHOOL WINDOWS	224,586.00					224,586.00
MIDDLE SCHOOL AIR COND ATM 2014	31,607.00				27,099.00	4,508.00
FY 08 HH WINDOW REPLACEMENT	-					-
FY 20 COMM CONTROLS / INTER SYST		196,900.00	13,904.00	-		182,996.00
FY 20 HH FIRE ALARM CONTROL		40,250.00				40,250.00
FY 20 LOKER CHAIR		36,800.00				36,800.00
FY 20 WMS LOKER AND GYM		167,200.00	107,341.00			59,859.00
FY 20 LOKER ROOF AND INSULATION		312,500.00				312,500.00
FY 20 DW CORE NETWORK		215,000.00				215,000.00
FY 20 WMS CARPET FLOOR / SLAB		156,000.00	142,040.00	-		13,960.00
FY 20 CH FOOD SERV REFRIGERATOR		75,900.00				75,900.00
FY 20 HH ASBESTOS TILES		82,500.00	57,350.00	-		25,150.00
FY 16 HAPPY HOLLOW ART / CAFÉ ROOM	94.94					94.94
FY 08 HH BUILDING REPAIRS	-					-
FY 16 LOKER TILE REPLACEMENT	38,243.00					38,243.00
HIGH SCH RENOVATIONS/PLANNING	2,787,753.00		14,000.00	3,080.00		49,575.00
	3,215,829.23	15,103,528.00	13,648,113.64	747,810.88	27,099.00	1,919,966.59

FUND 42 - WATER CAPITAL	Prior Year Balances	Revenues	Expenditures	Encumbrances	(OFS)/OFU	6/30/2020 Ending Balance CASH
TANK REPAIR FY 08	-					-
FY 12 PEMBERTON RD UPGRADE	59,988.00					59,988.00
FY 16 WATER METER REPLACEMENT	200,000.00			256,429.00		200,000.00
FY 17 WATER METERS	200,000.00			57,519.00		200,000.00
FY 17 WATER TANK CLEANING	81,755.00					81,755.00
FY 17 PUMP STATION UPGRADE	219,151.35					219,151.35
FY 17 STONEBRIDGE RD WATER MAIN	89,315.94		12,640.00	76,674.06		76,675.94
FY 17 WATER MAIN REPLACEMENT	377,832.68		260,948.00	25,122.76		116,884.68
FY 18 WATER MAIN	437,581.00		206,492.00	40,609.00		231,089.00
FY 18 WELL CLEANING	18,600.00			-		18,600.00
FY 18 WATER TANK STUDY	25,681.80					25,681.80
FY 18 PILOT STUDY	88,578.00					88,578.00
FY 18 107 SUDBURY ROAD	-					-
FY 19 VEHICLE DUMP W 4	95,000.00		94,949.00	-		51.00
FY 19 VEHICLE TRUCKI W 5	650.00					650.00
FY 19 PLC UPGRADES	65,063.00					65,063.00
FY 20 REEVES HILL TANK		350,000.00	13,411.51	14,588.00		336,588.49
FY 20 REEVES HILL BOOSTER STAT		270,000.00	10,682.60	39,217.00		259,317.40
FY 20 AUTOMATED WATER METERS		1,300,000.00				1,300,000.00
FY 19 WATER METER REPLACEMENT		520,000.00				520,000.00
FY 20 MWRA CONNECTION STUDY		50,000.00				50,000.00
FY 19 WATER MAINS- CLEAN WATER TST	350,320.00	621,856.52	294,144.00	-		678,032.52
	2,309,516.77	3,111,856.52	893,267.11	510,158.82	-	4,528,106.18
						4,528,101.00

FUND 44 - WASTEWATER CAPITAL	Prior Year Balances	Revenues	Expenditures	Encumbrances	(OFS)/OFU	Ending Balance CASH
BUILDING RENOVATIONS	15,842.00	-	15,842.00	-	-	-

Town of Wayland, Massachusetts Water Enterprise Fund Fiscal 2020 Quarterly Report, 06/30/2020						
	Fiscal 2020 Budget	Fiscal 2020 Actual	% Budget Collected / Expended	\$ Variance Budget / Actual	Fiscal 2019 Actual	\$ Variance FY 20 / FY 19
REVENUES						
<i>Operating Revenue:</i>						
Penalties and Interest	25,000	26,218	104.87%	1,218	20,367	5,851
Water Meter Charges	3,610,631	3,306,105	91.57%	-304,526	3,164,543	141,562
Water Administration Fee	295,000	282,324	95.70%	-12,676	298,496	-16,172
Water Service Order	31,000	14,446	46.60%	-16,554	19,929	-5,483
Misc. Revenue	43,299	11,168	25.79%	-32,131	53,749	-42,581
Interest on Savings	50,000	10,116	0.00%	-39,884	16,097	-5,981
Total	4,054,930	3,650,377	90.02%	-404,553	3,573,181	77,196
<i>Unbudgeted Revenue:</i>						
Liens	-	81,407	0.00%	81,407	102,580	-21,173
Transfer from Water Capital Closeouts	-	-	-	-	92,094	-92,094
Total	4,054,930	3,731,784	92.03%	-323,146	3,767,855	41,125
EXPENDITURES						
<i>Operating Expenditures:</i>						
Personnel Services	808,888	743,291	91.89%	65,597	744,874	-1,583
Expenditures	1,476,000	940,037	63.69%	535,963	1,052,774	-112,737
Funded Debt	1,337,510	1,231,860	92.10%	105,650	1,292,706	-60,846
Indirect Fringe Transfers to GF	374,779	374,779	100.00%	0	383,537	8,758
Indirect Fringe Transfers to GF and OPEB	7,753	7,753	100.00%	0	7,635	-118
Total	4,004,930	3,297,720	82.34%	707,210	3,481,526	-166,526
OTHER FINANCING TRANSFERS TO WATER CAPITAL						
<i>Other Financing Uses:</i>						
Transfers to Capital Projects / Unbudgeted expense	1,350,000	1,350,000	100.00%	-	190,000	-
	1,350,000	1,350,000	1	-	190,000	-1,160,000
<i>Other Financing Sources:</i>						
Water Surplus to Fund 42	1,300,000	-	-	-	-	-
Water Surplus to Fund 42-FY 2008 Project	-	-	-	-	-	-
Water Revenue to General Fund	-	-	-	-	-	-
Total YTD Revenues	5,354,930	3,731,784	69.69%	-1,623,146	3,767,855	-36,071
Total YTD Expenditures	5,354,930	4,647,720	86.79%	707,210	3,671,526	976,194
FUND BALANCE						
		2020				
Undesignated Fund balance		2,471,737				
YTD expenditures (Current Year & FY 19 rollover)		-4,718,659				
YTD revenues		3,731,784				
Total Fund Balance		1,484,862				

Town of Wayland, Massachusetts Wastewater Enterprise Fund Fiscal 2020 Quarterly Report , 06/30/2020						
	Fiscal 2020 Budget	Fiscal 2020 Actual	% Budget Collected / Expended	\$ Variance Budget / Actual	Fiscal 2019 Actual	\$ Variance FY 20 / FY 19
Operating Revenue:						
Wastewater User Charges	274,653	279,142	101.63%	4,489	263,079	16,063
WW Betterment TC RE	189,830	178,713	94.14%	(11,117)	187,944	(9,231)
WW Betterment TC Int	140,832	132,122	93.82%	(8,710)	145,406	(13,284)
Interest on Savings	5,000	38,829	776.58%	33,829	11,143	27,686
Betterments	22,885	20,125	87.94%	(2,760)	22,383	(2,258)
Betterment Interest	1,144	1,006	87.94%	(138)	2,238	(1,232)
Fund Balance Reserve	153,596	-	0.00%	(153,596)	-	-
Total	787,940	649,937	82.49%	(138,003)	632,193	17,744
Unbudgeted Revenue:						
Penalties and Interest	-	591	0.00%	591	502	89
Unapportioned WW betterment TC	-	68,845	0.00%	68,845	54,997	13,848
Unapportioned WW betterment TC-int	-	1,438	0.00%	1,438	2,355	(917)
Liens	-	5,824	0.00%	5,824	1,506	4,318
Misc. revenue	-	963	0.00%	963	6,155	(5,192)
Transfer from General Fund-Debt	-	26,600	0.00%	-	-	-
Total	787,940	754,198	0.00%	(60,342)	697,708	29,890
Operating Expenditures						
Personnel Services	87,600	81,460	0.00%	(6,140)	29,531	51,929
Expenditures	177,140	177,770	100.36%	630	181,299	(3,529)
Funded Debt	488,287	429,172	87.89%	(59,115)	458,103	(28,931)
Total	753,027	688,402	91.42%	(64,625)	668,933	19,469
Other Financing Sources / (Uses)						
Transfers to General Fund	34,913	34,913	0.00%	29,531	94,965.00	-60,052
	0				-	
Total	34,913	34,913	0.00%	29,531.00	94,965.00	-60,052
Total YTD Revenues	787,940	754,198	95.72%	(60,342)	697,708	56,490
Total YTD Expenditures	787,940	723,315	91.80%	(64,625)	763,898	(40,583)
FUND BALANCE						
Undesignated Fund balance		1,349,785				
YTD expenditures (Current Year & FY 19 rollover)		(724,492)				
YTD revenues		754,198				
Undesignated Fund balance-		1,379,491				

TOWN REVOLVING FUNDS	Balance July 1, 2019	Transfers/ Adjustments	Revenues	Fed-Rev	ST-Rev	Expenditures	Transfers Out	Encumbrances	Balance June 30, 2020
BOND PREMIUM CAPITAL RESERVE	78,717.06		12,748.59				78,717.06		12,748.59
TC RESIDENTIAL DWELLING - \$40k	951,745.31								951,745.31
TC PARKING LOT - \$120k	120,000.00								120,000.00
TC BIKE TRAIL- \$250k	249,006.67								249,006.67
TOWN CENTER GIFT	2,255.99								2,255.99
RAYTHEON ENVIRONMENT	-								-
TOWN CENTER REVOLVING	28,237.07		244.82						28,481.89
RAIL TRAIL GIFTS/DONATIONS	4,590.39								4,590.39
WAVELAND GIFTS	646.40								646.40
COMMUNITY COMPACT GRANT FY 17	-								-
MASS CENTRAL RAIL TRAIL FY 17	-								-
MASS CEC STATE GRANT FY 17	17.93								17.93
FY 18 IT COMPACT GRANT	10,725.00			21,209.00		8,580.00		2,135.00	10.00
COVID 19 RELIEF FUND						6,919.33		5,527.91	8,761.76
BEAUTIFICATION	3,915.00								3,915.00
FLEX ADMIN	87,403.87								87,403.87
ELECTION REIMBURSEMENT	32,854.00		1,344.00						34,198.00
TAX TITLE CHP 390	665.00					1,601.20			(936.20)
WAYLAND COMMUNITY FUND	-		1,450.00			1,450.00			-
I.T. NETWORK	19,735.00								19,735.00
HAYBALES	27.50								27.50
RECEIPT RES CONCOM RECEIPTS	118,006.68								118,006.68
CONSERVATION GIFTS	39,055.33								39,055.33
WETLAND FILING FEE	53,906.00		6,468.65			3,485.00			56,889.65
WAYLAND COMMUNITY GARDENS	2,374.00		559.45			274.78			2,658.67
SUASCO CISMA SMALL GRANT	83.31					81.50			1.81
GREEN COMMUNITIES	5,708.00								5,708.00
GREEN COMMUNITIES II	(6,737.14)		-		62,500.00			3,428.67	52,334.19
HIST COMMISSION MARKERS	4,204.15		75.00			67.00			4,212.15
DUDLEY GRANT	45,190.63		23,400.00			42,690.00			25,900.63
VETERAN'S MEMORIAL DONATIONS	14,275.00		35.94						14,310.94
CAF PLAN	139,039.73		249,943.14			243,853.13			145,125.74
POLICE GIFTS	2,144.81		10,025.00						12,169.81
POLICE FID ACCT	13,637.48		7,750.00			6,800.00		2,675.00	11,912.48
GOVERNERS HIGHWAY SAFETY	7,338.78		-	5,600.00	1,000.00	(5,817.50)			8,338.78
EMPG GRANT	(5,675.76)		-						5,741.74
POLICE DETAIL	122,461.50		393,555.00			409,155.00	111,644.00	1,361.00	(6,143.50)
OWNER TECH GRANT	(4,470.87)								(4,470.87)
POLICE TRUST FUND	200.00								200.00
POLICE EVIDENCE	6,727.15								6,727.15
FIRE/AMBULANCE GIFTS	7,232.60		10,025.00			10,490.00			6,767.60
FIRE DEPT-SAFE	4,206.95		6,313.00			6,452.89			4,067.06
FIRE FEDERAL GRANT	55.27								55.27
FIRE CO DETECTORS/GIFTS	34.64								34.64
AMBULANCE RECEIPTS	563,904.74		705,189.01			33,591.60	770,400.00	9,506.36	455,595.79
STATE 911 GRANT	6,399.42		-		82,009.88	7,500.00			80,909.30
MVP PLANNING GRANT	10,000.00		-		3,000.00	13,000.00			-
MA EOPS PPE GRANT	-		-		2,860.00	2,871.00			(11.00)
MA EOPS EXTRACTOR GRANT	-		-			10,800.00			(10,800.00)
FEMA AFG 2018 REDIOS	-		-	93,714.00		93,480.00			234.00
COVID 19 CARES CVRF-2020	-		-	312,750.00		150,388.92		3,816.11	158,544.97
COVID 19 FEMA-2020	-		-			830.00			(61,635.00)
EARMARK STATE GRANT FY 2020	-		-			50,000.00		50,000.00	(50,000.00)
FY 20 PLAYGROUND STATE GRANT	-		-			60,805.00		50,000.00	(50,000.00)
HIGHWAY GIFTS	43.87								43.87

TOWN REVOLVING FUNDS	Balance July 1, 2019	Transfers/ Adjustments	Revenues	Fed-Rev	ST-Rev	Expenditures	Transfers Out	Encumbrances	Balance June 30, 2020
HIGHWAY UTILITY APPLICATIONS	80,268.50		3,090.00			28,270.00		12,605.00	3,090.00
STREET/SIDEWALK REFUNDABLE DEP	12,142.63		3,750.00						43,143.50
WATER CONSERVATION GRANT	61,832.34		-		1,009,955.99	1,477,875.58		49,955.37	12,142.63
EOHED MWIP 2017	-								(456,042.62)
MASS WORKS INFRA PROGRAM	71,898.35		410,029.93			401,831.57	834.00	55,867.00	23,395.71
TRANSFER STATION	32,220.00								32,220.00
DIRT ACCT	3,266.99								3,266.99
TRANSFER STATION GRANT	-								-
HAZARD MITIGATION STATE GRANT	17,248.70		700.00			19,677.69			(1,728.99)
BOH TITLE 5 BETTERMENT	70,181.49		63,999.94			60,177.83		5,121.77	68,881.83
BOH/FLU SHOT REIMB	612.71		-		5,000.00	4,546.22		453.78	612.71
BOH GIFT ACCOUNT	-		-		13,231.00	9,414.89			-
ESHS SCHOOL HEALTH GRANT	-								3,816.11
MHOA GRANT	-								-
PHEP GRANT FY 17	-								-
ESSENTIAL SCHOOL HEALTH GRANT	71,161.23		12,443.75			13,520.87	2,210.00	7,150.00	60,724.11
COA REVOLVING	35,813.71		2,974.00			3,869.06			34,918.65
COA GIFT FUND	74,324.64		-		36,612.00	17,819.56		4,624.59	88,492.49
ELDER AFFAIRS GRANT	500.00								500.00
UNDERAGE DRINKING GRANT	58,586.67		19,434.84			71.78	107.01		77,842.72
STATE AID TO LIBRARIES	6,127.54								6,127.54
LIBRARY AUTOMATION ACCT	22,140.21		2,338.72						24,478.93
LIBRARY GIFTS	-								-
TURF FIELD	2,510.75		5.92						2,516.67
HANNAH WILLIAMS PLAYGROUND	21,815.00		17,975.00						39,790.00
RECEIPT'S RES-SALE OF CEMETERY LOTS	679,959.35		624,290.14			634,711.49	53,384.00	186,901.00	429,253.00
RECREATION REVOLVING	13,047.59					28.33			13,019.26
RECREATION GIFTS	450.95								450.95
CLAYPIT RING GIFTS	0.49								0.49
RECREATION 53D BEACH	346,080.36		75,774.00			53,686.00	9,945.00	34,740.65	323,482.71
RECREATION ATHLETIC FIELDS	5,117.38		-		5,500.00	5,490.00			5,127.38
CULTURAL COUNCIL	150.00								150.00
JOAN BACON GIFT FUND	112,759.91		49,867.82			6,646.13		4,209.00	151,772.60
INSURANCE REIMBURSEMENT < 20K	4,540,105.95	-	2,715,800.66	433,273.00	1,221,668.87	3,846,155.85	1,027,134.06	491,015.22	3,546,543.35

SCHOOL REVOLVING FUNDS

	Balance July 1, 2019	Transfers/ Adjustments	Revenues	Fed-Rev	ST-Rev	Expenditures	Transfers Out	Encumbrances	Balance June 30, 2020
BASE	634,790.74	-	1,180,313.66			1,286,625.00	250,239.00	10,729.00	267,511.40
PEGASUS	181,028.70	-	51,165.00			266,362.00	834.00	1,372.00	(36,374.30)
TOW	109,909.92	-	750,545.00			723,524.82	251,222.00	1,301.03	(115,592.93)
TUTORING	20,324.00	-	103,021.00			99,303.00		142.00	23,900.00
ENRICHMENT	137,695.60	-	19,308.00			24,521.00	-		132,482.60
FULL DAY KINDERGARTEN	20,887.40	-	428,599.50			358,547.00	59,646.00	1,063.24	30,230.66
SCHOOL LUNCH	433,113.89	-	756,176.00	118,241.00	7,928.00	813,049.00	168,834.00	26,911.00	306,664.89
ATHLETICS	10,496.31	-	212,078.00			221,890.00	-		684.31
COACH	19,794.85	-	-			135.00	-	45.00	19,614.85
OTHER CONTRACT	0.00	-							0.00
ICE HOCKEY	2,160.07	-	67,095.00			37,872.00		16,478.74	14,904.33
HS PARKING FEES	19,032.35	-	51,070.00			30,039.00			40,063.35
INSTRUMENTAL MUSIC FEES	6,614.03	-	64,125.00			50,713.00			20,026.03
TRANSPORTATION FEES	284,926.00	-	44,222.00			227,295.00		235.00	101,618.00
BUILDING USE	463.55	-	33,849.00			28,715.00	417.00		5,180.55
WPSF	(5,900.30)	-	136,971.00			99,177.68			31,893.02
BLD YELLOW BUS		-	-	250.00					250.00
METCO REVOLVING	0.00	-							0.00
GENERAL GIFTS	9,678.72	-	75.00						9,753.72
PROF DEV REVOLVING	9,331.42	-	2,450.00			5,902.00		-	5,879.42
CURRICULUM	-	-							-
HIGH SCHOOL LOST BOOKS	2,935.52	-	67.00					592.00	2,410.52
ERATE ACCOUNT	-	-							-
THEATER ARTS REVOLVING	(150.00)	-	7,625.00			7,475.00			-
HIGH SCHOOL GIFT	5,260.34	-				502.38		83.44	4,674.52
MIDDLE SCHOOL GIFT	10,408.19	-	813.00			3,107.00		465.00	7,649.19
CLAYPIT HILL GIFT	7,515.09	-	597.84			1,612.19		28.46	6,472.28
HAPPY HOLLOW GIFT	1,807.17	-	3,169.86			2,279.06		140.19	2,557.78
LOKER GIFT	703.12	-	2,258.98			301.57			2,660.53
CHILDREN'S WAY GIFT	6,203.06	-	359.72			119.00			6,443.78
KANTER GIFT	2,195.00	-							2,195.00
FINE ARTS GIFT	9,700.00	-							9,700.00
METCO DONATION		-	1,300.00			703.74			596.26
MIDDLE SCHOOL LOST BOOKS	265.63	-	252.00			57.00		-	460.63
CLAYPIT HILL LOST BOOKS	488.98	-	56.80						545.78
HAPPY HOLLOW LOST BOOKS	171.69	-	15.99						187.68
LOKER LOST BOOKS	136.74	-	88.41						225.15
GOSSELS ACADEMIC	0.00	-							0.00
HS STUDENT COMPUTER MAINTENANCE	36,675.34	-	32,930.00			32,971.97		9,948.19	26,685.18
MS LAPTOP MAINTENANCE	49,611.28	-	24,553.35			5,420.25		2,016.32	66,728.06
TEACHER DIVERSIFICATION	(1,427.00)	-	-			7,501.00			1,000.00
EVAL PILOT PROGRAM		-	-			-			1,000.00
258A TARGETED SPED IMP		-	-			694.00		20,383.00	(11,077.00)
258B TARGETED SPED IMP		-	-			1,709.00		3,829.00	(4,738.00)
216 FY TEACHER DIV		-	-			27,550.00		-	-
LAUREN DUNNE ASTLEY MEMORIAL	123.53	-	-						123.53
SAFE AND SUPPORT SCHOOLS	115.00	-	-			19,334.00		1,595.00	1.00
SPED CIRCUIT BREAKER	250,707.48	-	-			423,823.00			642,510.48

SCHOOL REVOLVING FUNDS

	Balance July 1, 2019	Transfers/ Adjustments	Revenues	Fed-Rev	ST-Rev	Expenditures	Transfers Out	Encumbrances	Balance June 30, 2020
FY 16 METCO	(193,958.64)	-	-	-	795,553.00	812,167.00	-	12,767.00	(223,339.64)
FY16 94-142 (IDEA)	(11,534.73)	-	-	517,338.00	-	657,750.00	-	6,000.00	(157,946.73)
FY16 SPED PROG IMPROVEMENT	0.00	-	-	-	-	-	-	-	0.00
FY 15 TTLE 11A	(2,412.24)	-	-	34,569.00	-	37,226.00	-	-	(5,069.24)
FY15-FY 19 SUBSTANCE ABUSE PREVE	(78,732.12)	-	-	92,742.00	-	68,798.00	-	3,636.00	(58,424.12)
FY09 SUBSTANCE ABUSE PREVE	-	-	-	-	-	-	-	-	-
SUPPLIES - CLAS	-	-	-	-	-	-	-	-	-
TITLE III FEDERAL GRANT	-	-	-	4,866.00	-	13,371.00	-	-	(8,505.00)
FY15 TTLE I	(496.56)	-	-	58,415.00	-	60,840.00	-	-	(2,921.56)
SPED TRANSITION	-	-	-	8,991.00	-	12,704.00	-	-	(3,713.00)
EARLY CHILDHOOD	-	-	-	-	-	-	-	-	(0.00)
EARLY CHILDHOOD IMPROVEMENT	(0.00)	-	-	-	-	-	-	-	(0.00)
TITLE IVA	300.00	-	-	9,946.00	-	11,631.00	-	-	(1,385.00)
HS STUDENT ACTIVITY	139,440.53	-	162,492.87	-	-	118,492.00	-	-	183,441.40
TESTING-PAYROLL	5,607.37	-	49,483.00	-	-	10,168.00	-	-	44,922.37
MS STUDENT ACTIVITY	78,926.44	-	163,982.41	-	-	126,288.00	-	-	116,620.85
CH STUDENT ACTIVITY	11,747.51	-	11,007.16	-	-	17,179.00	-	-	5,575.67
HH STUDENT ACTIVITY	16,244.41	-	14,460.08	-	-	17,934.00	-	-	12,770.49
LO STUDENT ACTIVITY	6,689.45	-	8,338.61	-	-	7,772.00	-	-	7,256.06
	2,249,614.83	-	4,384,915.24	845,108.00	1,687,451.00	6,780,150.66	731,192.00	119,760.61	1,535,985.80

CPA FUNDS

	Balance July 1, 2019	Transfers/ Adjustments	Revenues	Expenditures	Transfers Out	Encumbrances	Balance June 30, 2020
DOCUMENT PRESERVATION	-						-
STONEBRIDGE RD KAYAK FY 18	75,000.00	(75,000.00)					-
SWQC WEED MGMT	-						-
WAYLAND DEPOT FY 18	89,230.60			59,882.45			29,348.15
CPA ADMIN	32,348.00			3,500.00			28,848.00
NIKE SITE - SILOS	-						-
RAILROAD FREIGHT HOUSE	-						-
RAIL TRAIL	-						-
VOKES THEATRE	-						-
MAINSTONE FARM	-						-
BOSTON POST RD PRE-PERMITTING	829.00						829.00
STONEBRIDGE RD-AFFORDABLE HOUSING	-						-
LOKER FIELD ART 14	-						-
COCHITUATE APPARTMENTS	9.00						9.00
NORTH CEMETERY	-						-
FIRST PARRISH CHURCH	-						-
OPEN SPACE REC STM 2015	2,000.00					2,000.00	-
WAYLAND HOUSING TRUST	-						-
DUDLEY WOODS ATM 2015	12,100.00			9,600.00		2,500.00	-
CENTRAL RAILROAD TRAIL ATM 2015	1,455.00						1,455.00
HEARD FARM ATM 2015	35,000.00			6,000.00		4,750.00	24,250.00
STONEBRIDGE ROAD ATM 2015	29,272.17						29,272.17
STONEBRIDGE PROJECT ATM 2015	464,391.00			23,538.99		16,898.71	423,953.30
OXBOW ROAD ATM 2015	1,790.00			990.00		800.00	-
RESTORE MONUMENTS ATM 2016	-						-
MAINSTONE FARM ATM 2016	-						-
COCHITUATE TOWN CLOCK ATM 2016	-						-
WAYLAND TRUST ATM 2017	-						-
MAINSTONE FY 2018 DEBT SERVICE	37,030.00	374,081.00		372,081.26			39,029.74
DUDLEY WOODS ATM 2017	50,000.00			47,317.40		2,682.60	-
MELLEN LAW OFFICE ATM 2017	30,000.00	(3,400.00)		26,600.00			-
HIRE CONSULTANT ATM 2017	6,977.65						6,977.65
ATHLETIC FIELD OXBOW ATM 2017	105,699.35			42,255.67		-	63,443.68
BRADFORD HALL ATM 2017	-						-
PILLAR CASTLGATE FY 18	1,896.35						1,896.35
HIGH SCHOOL TENNIS FY 18	17,300.00			5,300.00			12,000.00
DUDLEY WOODS FY 18	11,067.00			4,805.89		5,901.97	359.14
WAYLAND TRUST FUND FY 18	-						-
HIGH SCHOOL FIELD ATM 19	22,932.50			22,932.50			-
LOKER PARKING LOT FY19	118,000.00						118,000.00
COW COMMON ATM 19	3,000.00			705.15			2,294.85
RESTORE STONE'S BRIDGE ATM 19	300,000.00						300,000.00
FIRST PARISH CHURCH FENCE	17,000.00						17,000.00
ARCHED WINDOW COCH APT ATM 19	3,500.00						3,500.00
DUDLEY POND BOAT RAMP ATM 19	21,000.00						21,000.00
HOUSING CONSULTANT ATM 19	15,000.00			14,189.00			811.00
WESTON AQUEDUCT FY 18	98,000.00			4,800.00			93,200.00
LIBRARY ROTUNDA WINDOW FY 18	30,000.00			20,590.00			9,410.00
IMPROVE MEMORIALS & MONUMENTS	-						-
WAYLAND HOUSING TRUST ATM 19	-						-
				-	-	-	-
FY 20 ACTIVITY			1,135,125.00	665,088.31	-		470,036.69
BEGINNING PROJECT BALANCES	1,631,827.62	295,681.00			-		1,927,508.62
BEGINNING UNDESIGNATED FUND BAL	1,243,353.78	(295,681.00)				35,533.28	947,672.78

TRUST FUNDS

	Balance July 1, 2019	Transfers/ Adjustments	Revenues	Expenditures	Transfers In	Transfers Out	Encumbrances	Balance June 30, 2020
STABILIZATION FUND	3,466,938.00		201,621.99	-	-	-	-	3,668,559.99
NON-INSURANCE FUND	-	-	-	-	-	-	-	-
RECREATION STABILIZATION	189,160.00	-	-	-	-	-	-	189,160.00
OPEB	18,203,791.00	-	358,086.00		551,054.00	-	-	19,112,931.00
VANGUARD TRUST	3,926,812.00	-	174,599.00	99,730.00	-	-	-	4,001,681.00
WAYLAND HOUSING TRUST	937,224.00	-	17,996.00	16,586.00	-	-	-	938,634.00
Fund 83 & 84 & 85 & 86	26,723,925.00	-	752,302.99	116,316.00	551,054.00	-	-	27,910,965.99

FISCAL 2020 COVID - 19 EXPENSES		
FY 20- GENERAL FUND	FEMA EXPENSE	CARES EXPENSE
<u>TRANSFERRED TO GRANTS</u>		
TOWN OFFICE	\$156	\$8,262
TOWN IT DEPT.	\$0	\$55,456
FACILITIES	\$19,317	\$1,227
BUILDING DEPT.	\$0	\$395
POLICE	\$6,526	\$0
DPW	\$1,969	\$0
HEALTH DEPT.	\$21,332	\$0
COA	\$726	\$0
LIBRARY	\$700	\$0
FIRE	\$10,078	\$0
SCHOOL IT DEPT.	\$0	\$85,048
TOTAL	\$60,805	\$150,389

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 2019-2020 school year, the School Committee, Superintendent Arthur Unobskey and the Wayland faculty and staff worked together to educate our students so that every student was engaged every day. To achieve this, the District focused on two strategic goals, elevating achievement and deepening social and emotional learning. Some highlights from the year include:

- Implementation of a change in school start times
- Expansion of the district's equity and diversity curriculum under the guidance of D&E coordinator Caroline Han
- Ongoing partnership with Maclean Hospital
- Addition of a foreign language graduation requirement
- Beginning of negotiations with the Wayland Teachers Association for a new three contract

Additionally, the District welcomed new Happy Hollow principal Tricia O'Reilly.

The Wayland High School Outdoor Athletic Facility Renovation was also completed this year. A beautiful new facility including a renovated stadium and turf field, new tennis courts, a new softball field, and a second outdoor basketball court will be available to the community and we look forward to its use for many years to come.

March 2020 brought an abrupt change to the District's education model. When schools closed on March 11th, our teachers and staff pivoted overnight to provide a completely different and new delivery of curriculum to our students. This remote delivery of curriculum lasted until the end of the school year. Teachers and staff were incredibly creative in educating their students. In addition to academics being delivered remotely, there were remote concerts, plays and even a drive by graduation parade.

Budget*FY 2021 Operating Budget*

The Town has funded a FY 2021 School Operating Budget of \$43,359,145 to educate 2733 students. This budget represents an increase of 3.43% over the FY 2020 appropriation and includes a 2.0% negotiated salary adjustment for members of the Wayland Teachers Association.

In the fall, the Town held its second financial summit where the School Department and Town worked together to project revenue and expenditures through FY 2025. The School Committee is committed to fully supporting the academic and social/emotional growth of our students while respecting the fiscal constraints facing Wayland residents and the needs of other Town departments.

The current pandemic has had a huge impact on our FY 2021 budget. To date we have added just under \$600,000 of COVID related expenses to the budget that will be funded by the government's COVID School Reopening Grant Fund which allocates \$225 per student. These COVID related expenses include Personal Protective Equipment (PPE), cleaning supplies, funding of the Wayland Remote Alternative Program (WRAP) that we are required to offer families who do not wish their students to physically return to school, hardware and software to facilitate remote learning, and other innovative efforts to support the safe reopening of schools. This grant money must be used by December 31st.

We anticipate \$500,000 of additional COVID related expenses that will be funded by a reallocation of resources in our FY 2021 budget. These expenses include increased utility costs to operate the school ventilation systems additional hours per day, WRAP staff, substitute teachers, and technology support. We expect that there will be other COVID related expenses during the year and if no additional grant money is received post-January 1st, we will need to look at additional ways to reduce the operating budget to cover these expenses.

Capital Budget

The FY 2021 School capital budget funds four capital projects for a total of \$390,000. The projects include a feasibility study for elementary instructional spaces, replacement of Claypit Hill air handling units, replacement of Happy Hollow refrigerator and freezer units, and a voice lift system at the high school.

In addition, through a separate article at Town meeting, the Town has funded through excluded debt the replacement of the Loker School roof. The total cost for the project is \$4.3MM with the majority of the project (\$3.8MM) reimbursable up to 35.42% by the Massachusetts Schools Building Authority (MSBA). Construction is expected to take place in the summer of 2021.

In summary, the Wayland School System bears a responsibility to spend its dollars wisely. In preparing the FY 2021 budget, and subsequently reallocating resources in response to the current health pandemic and its associated expenses, we were cognizant of the fiscal

constraints facing our Town residents. We have worked hard to balance the need for sustainable spending with the need to provide an innovative and relevant education for our students. Additionally, we are committed to continuing to address the need to maintain and improve our capital assets which if neglected, could cost future taxpayers more money to repair and renovate.

Conclusion

The 2019-2020 school year was certainly one marked by uncertainty and it reinforced our role to prepare our students for an ever changing and often unpredictable world. No one could have predicted what March 2020 brought yet Wayland's dedicated group of administrators, faculty and staff continued to educate our students and help them navigate a truly unprecedented time. We are incredibly thankful to them for their hard work and leadership 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 and thank you all for your ongoing support of our schools.

Board of Library Trustees

Library Budget and Hours

In FY 2020, the Town granted the Library a budget of \$1,129,835, allowing us to build our collections and be open 67 hours a week (60 hours in July and August). However, on March 15, 2020, the Library closed in response to the COVID-19 pandemic, and staff transitioned temporarily to working from home. Limited on-site hours resumed on June 1; though the building remains closed to the public, curbside pick-up services made over 1,135 items available to patrons in the month of June.

Strategic Planning

A Strategic Plan helps us anticipate and respond to our community's needs and deliver the highest standard of library services based on available resources. A current plan approved by the MBLC qualifies the Library for state and federal grants. A new plan, effective July 1, 2020, through June 30, 2025, was developed and approved by the Trustees on September 18, 2019, and by the MBLC on September 24, 2019. Despite unprecedented challenges, we have already accomplished an impressive number of the goals set forth in the FY 2020-2021 Action Plan. An FY 2022 Action Plan is due to the MBLC by December 1, 2020.

Staffing

In FY 2020, the library welcomed two Youth Services clerks, Laura Drinan and Stephanie Bennett, to positions vacated by resignations. Two additional staff have retired due to COVID-19

concerns. A WFPL Employee Emergency Manual was developed prior to the advent of the pandemic.

Building and Grounds

The Trustees serve as stewards of the Library building and grounds, overseeing maintenance, repairs, and improvements, with the assistance of Town officials and departments, under M.G.L. c.78. In the summer of 2019, the large windows in the round room were removed and repaired. Overgrown, intrusive ivy vines were removed from the building exterior to prevent long-term damage to the bricks, mortar, and windows. Interior improvements included the creation of additional study spaces in the East Mezzanine to meet increased demand. (These currently serve as physically distanced workstations for staff.) Parking lot capacity continues to be problematic for staff and patrons picking up materials, even during this closure. We look forward to working further with Town officials to better accommodate patron, staff, and trail user needs once we reopen.

Technology

In March, our Reference/Technology Librarian was redeployed with our two 3D printers to build approximately one hundred N95 masks and fifty face shields for Wayland first responders. The continued growth of the Library of Things includes an Orion telescope acquired through the generosity of an anonymous donor, a second pair of noise-canceling headphones, and a metal detector. Due to the pandemic, not all are circulating. The Library Wi-Fi has been boosted by a hotspot, allowing better reception in our parking lot during the closure, but an even stronger signal would be especially valuable to residents unable to enter the library at this time.

Library Collections and Services

Libraries experience increased demand during difficult economic times, including this pandemic. Libraries offer free access to crucial services, including internet access, job-search resources, and professional reference services. For children and teens unable to return to classrooms, library resources and access to professional library staff are a vital supplement to home learning. During the pandemic, library workers have provided uninterrupted service to the community by increasing the availability of eBooks and eAudiobooks, providing telephone outreach, and starting curbside pickup. They creatively adapted adult and children's programming and the summer learning program into well-attended virtual formats hosted by both staff and invited guests. Resident library cardholders number 8,008, representing a third consecutive year of growth. Circulation of physical materials was paused for 2.5 months, yet print materials this year still account for more than half our total loans, and circulation numbers are increasing again as curbside pickup and staff on-site hours expand. Meanwhile, borrows from digital collections increased 27% compared to last year. In spite of being closed to the public for a portion of the year, the Library held nearly 600 programs with close to 9,000 participants.

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 very popular charging stations and Museum Passes, and this year a few dozen handcrafted masks for staff! Their semi-annual book and bake sales and annual membership drive are the cornerstones of their fundraising efforts. Unfortunately, the pandemic made the Annual Spring Sale impossible and the book carts in the lower lobby inaccessible.

Trust Funds

The Library is the beneficiary of bequests and private donations, some of which have dedicated purposes and may be tapped by the Trustees for non-operational expenditures. The Janet Tucker Swain Memorial Collection provides funds for materials for young adults (ages 12-17) and this year paid for additional materials for the new Teen Loft. The Millennium Fund, established to sustain excellence in library services and to provide a supplementary source of support for the Library when needed, contributed to the stipend for the ELL director, and the fee for a consultant who assisted us with our Strategic Plan. The Library's funds are managed by the Commission of Trust Funds.

An Appreciation

The Town is fortunate to have a talented, experienced, and dedicated Library staff. We have a wonderful group of volunteers, who routinely dedicate much time to our Library making it a vibrant information and community center. Our deepest appreciation, of course, goes to the citizens of Wayland whose continued financial and moral support has enabled us to provide another year of excellent Library service, especially during this difficult time of the COVID-19 pandemic.

Board of Library Trustees

Aida A. Gennis, Chair	Courtney S. Conery
Leah Hart, Vice Chair	Sarah Hubbell
Judy Dion, Secretary	Maureen White
Sandra Raymond, Library Director	

SUMMARY OF LIBRARY STATISTICS, FISCAL YEARS 2019 AND 2020

	FY 2019	FY 2020¹
CIRCULATION		
ADULT/YA		
Print	69,550	53,594
Non-Print	48,615	34,432
CHILDREN		
¹ Print	71,618	57,603
Non-Print	7,873	5,206
DOWNLOADABLE (TEXT+AUDIO+VIDEO)	38,589	48,919
TRANSFERS TO OTHER MLN LIBRARIES	34,811	22,865
TOTAL CIRCULATION ACTIVITY	<u>271,056</u>	<u>222,619</u>
WAYLAND ACQUISITIONS		
PRINT	6,971	5,026
NON-PRINT	1,517	659
TOTAL ITEMS ADDED	8,488	5,685
OTHER METRICS		
REGISTERED BORROWERS Wayland resident card holders	7,986	8,008
REFERENCE QUESTIONS	10,062	8,125
YOUTH & ADULT PROGRAMS HELD	657	586
TOTAL PROGRAM ATTENDANCE	9,088	8,844
² WEEKLY LIBRARY VISITS (AVERAGE)	2,094	1,957
³ FINES COLLECTED	\$11,923	\$8,920.69
TRUST FUND BALANCE (as of 6/30/20)		
THE MILLENNIUM FUND	\$997,911	\$1,026,355
OTHER FUNDS	\$523,502	\$542,878
TOTAL FUNDS BALANCE	\$1,521,413	\$1,569,233

¹ Due to COVID-19, the building was open for 37 weeks. No physical materials circulated from 3/15/20-6/1/20. Curbside pickup of physical materials began 6/1/20.

² The 2020 figure is based on the 37 weeks the building was open to the public.

³ Fine money collected by the Library is turned over to the Town's General Fund.

PLANNING AND NATURAL RESOURCES

Conservation Commission & Conservation Department

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. Twelve Public Meetings took place for Determination, including one extension, one finding re-issued and one for a stream status.

There were twelve 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. Twelve Permits were issued under Chapter 194. Three requests for Certificate of Compliance were heard and two Certificates were issued.

Thirteen Public Hearings were opened under the WPA and Ch.194. The Commission held twenty-four continued hearings and closed thirteen. The Commission issued thirteen Order of Conditions under the WPA and thirteen Permits under Ch. 194.

There were seventeen requests for Certificate of Compliance. Twelve certificates were issued. Five requests were deferred.

Five projects were heard under the Stormwater and Land Disturbance by law Ch.193 and five permits were issued.

Four requests for Extensions of Orders were heard. Four were extended.

Compliance issues and violations of the Wetlands Protection Act and Wetlands Bylaw continue to be problems. This past year we had several serious violations. Work within 200 feet of many streams and/or within 100 feet of wetlands is subject to review by the Conservation Commission



A Scarlet Tanager makes an appearance at the Wayland Community Gardens.

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.

The year 2020 was unlike any year this Commission has experienced. The Conservation office had to be closed because of Corona 19. The administrator was working from home, away from all the files and material stored in the Town Building. Meetings were changed to virtual meetings via Zoom on the computer. Site visits were limited. The "outdoor staff" was able to get much needed work accomplished. The Cow Common fields are being opened up and trail locations changed to avoid wetlands. A Boy Scout Eagle Project was designed by Zackery Masto at Upper Millbrook. There was a celebration of Heard Farm's orchard in the fall of 2019. The Commission received management plans for both Greenways and Heard Farm. The loyal gardeners continued to plant and harvest crops in the community gardens.

We all hope this pandemic that the entire world is enduring will soon be history so we can all get back to normal again.

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, Board of Public Works, and 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 Act (CPA) funds. Projects must be for open space, historic preservation, community housing or recreation. In FY 2020, the Town collected \$913,611 from the residential property tax surcharge, \$210,983 from the State Trust Fund, and \$10,556 in interest for a total of \$1,135,150. Thirty percent of the total – 10% to each of the three dedicated funds – was allocated among open space, historic preservation, and community housing funds, with the remainder being not specifically allocated.

Annual Town Meeting 2020 was postponed due to COVID-19; therefore, the recommended projects were not approved in FY 2020. Some funds for projects that did not cost as much as expected or that were determined to not go forward have been returned to the Uncommitted Funds, such as \$75,000 for a Stone Bridge kayak launch that was cancelled and \$3,400 not used in the completed Mellen Law Office project. A few projects funded in past years are still in the works, such as preservation of Stone's Bridge and Weston Aqueduct road crossings. The Town made its payment with regard to the debt incurred in 2016 from the acquisition of a conservation restriction that limits building at Mainstone Farm. The debt service is paid from the open space and uncommitted funds of the Community Preservation Fund.

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; Maureen Cavanaugh (Board of Selectmen's appointee), Susan Green (Board of Selectmen's appointee), Cliff Lewis (Board of Public Works), Ira Montague (Planning Board), Elisa Scola (Historical Commission), David Pearlman (Recreation Commission), John Sullivan (Conservation Commission), and Susan Weinstein (Housing Authority).

Sudbury, Assabet and Concord River Stewardship Council

In 1999, 29 miles of the Sudbury, Assabet, and Concord rivers from Framingham to Billerica were designated Wild and Scenic by Act of Congress to recognize their "Outstandingly Remarkable Values": Scenery, Recreation, Ecology, History, and, uniquely in the nation, Literature. An advisory group, the River Stewardship Council (RSC), was established under the National Park Service to advocate for the preservation of these values and advise the NPS and other federal agencies on regulatory issues affecting the rivers. The RSC consists of representatives from the eight riverfront towns along with local non-profits OARS and SVT, the state of Massachusetts, and NPS.

The Sudbury, Assabet, and Concord Wild and Scenic River Stewardship Council (RSC) dealt with two significant disruptions in FY 2020. First, our National Park Service staff person, Sarah Bursky, left to take a position near her hometown in the Philadelphia area. Fortunately, her replacement, Emma Lord, was on board before Sarah left, and Sarah continued to provide support for several months after physically leaving, so a smooth transition was achieved.

The second disruption was, of course, the pandemic. Physical monthly meetings were replaced by Zoom meetings beginning in March. But most significantly, the annual Riverfest was replaced by a "Virtual Riverfest", consisting of a number of videos and interactive presentations on the RSC website. The goal was to educate and give visitors a feel for the rivers, but most importantly to encourage visitors to get out and explore the rivers on their own.

Mass Audubon's RiverSchool educators, partially funded by the RSC, worked with a total of 185 students from three different schools last year, including Happy Hollow and a few students from Wayland High School. Last year the Mass Audubon instructors limited themselves to teacher support, carrying out field studies at Great Meadows and Greenways Conservation Area, and creating project-based action teams whose year-end projects focused on climate change solutions.

The RSC continued to participate in the ongoing discussions regarding the disposition of the Billerica dam, with a goal of, at a minimum, restoring fish passage, and potentially involving complete dam removal. Since the dam helps impound water in the rivers as far upstream as the

Wayland High School/Heard Pond area, and migratory fish would serve as fodder for gamefish throughout the Sudbury River, any change would directly affect Wayland.

The RSC approved CISMA's grant proposal of \$7,220 for administrative and membership needs as well as its small grant program. The Council also awarded \$23,500 to SVT to fund land protection, land maintenance, and land stewardship. The group granted OARS' proposal for \$24,332 for water quality and water flow related work. All our partners were given the opportunity to include an additional proposal because of the increase in federal funding we received for the fiscal year ending in August 2021. In response to this additional funding opportunity, Mass Audubon submitted one proposal to fund their Riverschools program during the coming academic year and a second proposal to document, evaluate, and share the Riverschools curriculum with more teachers in SuAsCo's member towns. The RSC granted \$23,000 for the Riverschools program and \$18,500 for the Riverschools expansion project.

The RSC reviewed a proposal by Great Meadows to expand hunting on the Refuge, including a section along Hop Brook between Rt. 20 and Pelham Island. The Wayland representative submitted comments and publicized the proposal to the Wayland community to invite further comments.

The RSC submitted comments to both the hunting plan and to a proposed state Mosquito Control Bill. In its role as Advisory to the National Park Service and Army Corp of Engineers, it also commented on the proposed projects to rehab the historic Stone's Bridge in Wayland (long advocated by the RSC) and the modern Potter Road/Stonebridge Rd. repair project.

There are many ways to get involved in the work of the Sudbury, Assabet, and Concord Wild and Scenic River. We meet monthly and our meetings are open to the public. To be in touch, find us online at www.sudbury-assabet-concord.org.

Thank you for your care of these Rivers.

Tom Sciacca, *Wayland Representative*

Mary Antes, *Wayland Alternate*

Emma Lord, *NPS Natural Resource Specialist*, emma_lord@nps.gov

Planning Board

Planning Board's Mission

The Planning Board is an elected board responsible for guiding development of land and growth within Wayland. The Planning Board prepares and updates master plans and makes recommendations to Town Meeting on Zoning Articles.

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." In summary, they are as follows:

- *Subdivision Review* -- Adopt regulations for and administer the dividing and subdividing land into building lots and other parcels.
- *Special Permit Review* – Authorization to use land, buildings or structures for specific use which is expressly permitted by the special permit and which is subject of guidelines as provided within the Wayland Zoning By-Laws.
- *Site Plan Review* -- Review development proposals to ensure they conform with the town's master plan, neighborhood plans, design guidelines, and zoning code as well as design practices that are commonly accepted within the community.
- *Preserving Wayland's Scenic Roads* -- Administer the Scenic Road Bylaw which helps the Town preserve the scenic and rural character of our roads by requiring review for projects such as alteration or removal of trees or stone walls, road widening, the addition of sidewalks, or the construction of new curb cuts or driveways.
- *Planning* – Undertake site-specific and comprehensive planning efforts for the Town.
- *Zoning* – Delineating districts and establishing regulations governing the use, placement, spacing, and size of land and buildings.
- *Reporting* – Report annually to the Town regarding the condition of the Town.

Planning Department's Mission

The main function of the Planning Department is to support the efforts of the Planning Board, Board of Selectmen, Design Review Board, Housing Partnership, Housing Trust and other boards and commissions.

The Planning Department also drafts recommendations for zoning amendments and is available to provide general support to residents and developers through the permitting process. The Planning Department analyzes economic, demographic, and development trends occurring in Wayland and the region to assist the Planning Board, the Town Administrator, and other town departments and committees with their long-range goals and objectives. The Planning Department applies for available grants that assists the town in achieving its comprehensive master plan.

Major Accomplishments

Site Plan Approval

- High School Athletic Complex – completed in 2020
- Proposed Loker Field Project – in permitting
- River's Edge – On July 31, 2017, the Wayland Board of Selectmen signed the Land Agreement with Wood partners to develop the 8.24 acre site. On July 2, 2019 Wood Partners East Acquisitions submitted an application for a Variance and Site Plan Review and Approval Application to the Zoning Board of Appeals ("ZBA"). The ZBA has

jurisdiction over the site plan review application based on the requested variances. The Planning Board's responsibility was to issue a report and advisory comments on the Site Plan Application to the Zoning Board of Appeals.

The Project consists of 64 age-restricted units, 16 of which will be affordable. The Project is comprised of 3 buildings, an on-site wastewater treatment facility, emergency generator(s), 180 garage and 164 surface parking spaces, 137 bicycle storage spaces, and other site amenities including elevators, a pool, gym, bus stop enclosure, tenant-available gardens, Proposed access to the site from Boston Post Road (Route 20) would be via an existing driveway owned by the Town of Wayland. The Project will be serviced by municipal water and an on-site wastewater treatment plant with associated leach field. The project will incorporate the following green/energy efficiency design attributes: National Green Building Standard--Silver (which requires third party verification for: insulation installation and air sealing), 12 electric vehicle charging stations provided at occupancy and conduit to 36 additional spaces, 100 roof-top solar panels which will produce approximately 40,000kw/hrs per year, high albedo white roof, and bicycle storage and repair areas.

The Planning Board held public meetings on November 5, 2019, November 19, 2019, November 25, 2019 and December 2, 2019. The Board voted to recommend site plan approval.

Subdivision Review

- Five Paths Residential Subdivision -- a 3-lot residential subdivision. After over 2 years of review, a suitable design was developed and the owner will be donating to Sudbury Valley Trustees 7.27 acres of open space.
- 81 West Plain Street Residential Subdivision -- a 2-lot definitive residential subdivision on 2.1 acres. This project offers the possibility of preserving an antique house and converting it into an affordable unit.
- Whittemore Place -- a 3-lot subdivision was completed in 2020.

Special Permits

- 74 Moore Road -- a 3-lot conservation cluster was completed in 2020.
- Michael Road -- a 6-lot conservation cluster was completed in 2020 and an affordable unit was constructed at 42 Michael Road. The unit was built under the Town of Wayland's Inclusionary zoning By-law and as a condition of the Special Permit. The unit includes 3 bedrooms, 1 ½ baths and a one car garage is approximately 1330 sq. ft. of living space. The unit will be available, by lottery to an eligible first-time homebuyer.

Planning and Special Project Implementation

- Massachusetts Central Rail Trail -- Eversource (our local electricity provider) and the state Department of Conservation and Recreation (DCR) are working with the Town of Wayland to construct the last 1.3 miles from Russell's Garden Center through the Wildlife Refuge to the Town of Sudbury substation. We learned in January of 2020 that the MassDOT Project Review Committee approved programming \$4,380,000 for funding this 1.3 mile stretch, the first step in having a project listed on the state's Transportation Improvement Program (TIP).
- With grant funds received from the Department of Housing and Community Development, we continue to work on the wayfinding project, developing wayfinding, branding, and private signage for Wayland's Boston Post Road/Route 20 corridor and the connection to the Mass Central Rail Trail.

Membership and Meetings

The Board is comprised of: Ira Montague (chair), Andrew Reck (vice chair), Kevin Murphy (secretary), Dan Hill, Jennifer Steel, and Anette Lewis (associate member). The Board is staffed by Sarkis Sarkisian. The Board met 21 times between July 1, 2019 and June 30, 2020 and began holding its meetings by Zoom in March because of the COVID-19 epidemic.

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

Respectfully submitted,

Sarkis Sarkisian
Town Planner

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.

Given the advance of COVID-19 in the latter half of FY 2020, EDC pivoted to on-line meetings, and focused on supporting local businesses, especially restaurants, affected by the pandemic. EDC pitched in to help implement a Town program to fast-track approvals for outdoor service seating. Several Wayland restaurants opened outdoor seating in summer/fall 2020, including Giacomo's, Coach Grill and Dudley Chateau, which were all well received.

EDC also supported the Town in applying for COVID-driven rapid Mass Shared Streets & Spaces grants to improve outdoor and town connections. (Ultimately, two grants were awarded in early FY 2021, including one for new pedestrian access from the Route 20 corridor to the bike path behind, a longtime EDC goal.)

All year, EDC explored and/or supported creative ways to help boost Wayland's economic vitality, including efforts to:

- Improve Route 20 corridor, including integrating the new bike path, branding, signage and sidewalks
- Improve Cochituate properties and sites for sale along Route 27, coordinating with Planning Board
- Support cost-effective redevelopment of the Municipal Pad at Town Center, or suitable alternate, into a senior/community center to help the community and boost activity at the center of Town
- Review current Town-owned land and buildings for innovative solutions for playing fields, recreation and affordable/senior housing, by unlocking the value of Town properties to help create and support these uses
- Encourage finding sewer solutions for the Wayland Center Route 20 corridor
- Outreach to Town Center and Wayland Village (former Whole Foods plaza) owners to encourage leasing of vacant spaces, and to assist users such as Wayland Arts
- Explore and streamline Town permitting for outdoor events, outdoor seating and food trucks
- Explore additional potential state and federal grants for the Town

EDC also supported permitting efforts for River's Edge in 2019, which was approved by ZBA in December 2019. EDC began working on River's Edge eight years ago to repurpose the 7.3-acre site at 490 Boston Post Road. (For specific timeline since RFP, see the River's Edge Advisory Committee annual report.) River's Edge is representative of a creative, proactive solution to harness responsible growth to meet Town goals and needs:

- Rental housing provides new affordable and market housing options in Wayland, especially for seniors
- All 218 units will count toward Wayland's affordable housing inventory, vaulting the Town from sub-5% affordability to over 9%, nearly reaching our 10% state Chapter 40B mandate
- Valuable new zoning creates significant proceeds for the Town, via sale of the land to a private developer. Net proceeds are estimated at over \$2 million, with final numbers to be determined in FY 2021.
- The project cleans up a neglected, contaminated site where the private developer will cover an estimated \$3+ million in environmental and demolition costs, which would otherwise be at the Town's expense

- Substantial new annual tax revenues, currently estimated at over \$1 million per year, will be generated from the new \$70+ million project, all on a site which currently generates \$0.
- Open spaces around Wayland are protected by using efficient land-use zoning, by repurposing only a previously disturbed site, and by boosting affordability to soon block unfriendly 40B developments.
- River's Edge was instrumental in securing a \$2.4 million MassWorks grant in 2017 to improve major water lines along the Route 20 corridor. A second Massworks grant is expected to be applied for in FY 2021.

EDC will continue to explore ways for responsible growth, of which River's Edge is a prime example, to support the Town's tax base and goals.

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

Design Review Board

Note: In order to complete the BOS/ Planning Board charge to the DRB, the members of this committee met on six occasions throughout the year.

Members

Marji Ford; Leisha Marcoccio; Andrew Reck; Kathy Schreiber; and William Sterling, Chair.
Ex-officio member: Sarkis Sarkisian

Mission Statement

The purpose of the Design Review Board (DRB) is to issue an advisory opinion to the Building Commissioner, Special Permit Authority, Board of Appeals and or the Planning board based on the approved design guidelines that enhance, protect and promote development consistent with the Wayland's Master Plan.

The quality and character of a community is dependent upon the quality and character of the architecture and development that is allowed to occur. Poorly planned and executed projects detract from the character and value of adjacent properties, while well-planned development enhances the character, quality of life and value of the surrounding properties. The 2004 Master Plan recommended creating a Design Review Board, followed by the 2011 Master Plan Advisory Committee report which again recommended the establishment of a design review board to assist the Planning Board, Zoning Board and Building Inspector.

Once built, communities must live with the results for generations, whether they are successful or not. Design standards are a tool in development and redevelopment assuring that honoring community priorities as an integral part of the design process is respected. The small degree of extra investment in time and design that is necessary to conform to Design Guidelines will be repaid many times over the life of each individual project. Likewise a business owner or developer can rest assured that, because Design Guidelines are in place, the project that follows their recommendations will be done in a way that is sensitive to the character of the community and will enhance the value and viability of their property and business.

The Design Review process considers a wide range of design issues. These include such things as open space and natural features, pedestrian and traffic circulation, building scale, architectural details, signs, landscaping, and site lighting. Each issue may appear individually small. However, in combination, they can make the difference between a bad project and a good project. Hopefully these guidelines will prevent Wayland from looking like Route 9 or “anywhere in USA.”

Wayland welcomes small scale well-crafted architecture that respects the uniqueness of its site and its place in a community.

It is the wish that a Design Review Board will guide the process of development with its boundaries so that its residents, both now and in the future, will feel the special power of this place. Architectural additions and compatible land use practices can be positive and welcome communities when they respect the tradition and character of the place.

Decisions, Discussions, and Actions included 6 meetings on the following applications:

- Wood Partners, Developer of River’s Edge voluntarily appeared before the DRB with the redevelopment of 490 Boston Post Road (former Septage site) into a three (3) and four-story multi-family residential apartment buildings (218 units) with parking garages beneath, off-street surface parking, utilities, drainage and associated site-work. The Planning Board will be conducting an advisory review of the application per §198-603.2 of the Zoning Bylaw and forward an advisory opinion to the Zoning Board of Appeals, which is heard the aforementioned application.
- 15 East Plain Street and 133 Main Street signage
- 35 Main Street signage

Respectfully submitted,

William A. Sterling
Chair

Zoning Board of Appeals

The Wayland Zoning Board of Appeals (ZBA) is composed of five members (Chairman Jim Grumbach, Clerk Aida Gennis, David Katz, Evans Huber and Tom White), and three associate members (Bob Farrington, Shaunt Sarian and Josh Wernig), 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 7:00 p.m. The meetings for each public hearing are held in the Town Building. Participation in the public hearings by interested citizens is always welcomed.

Since the COVID-19 epidemic began, the schedule has changed. No meetings were held between March 10 and June 16, 2020. On June 16, meetings recommenced every second and fourth Tuesday, beginning at 6:00 pm. Hearings are being conducted by Zoom, hosted by Town of Wayland, under the Town's protocol.

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% of the proposed units are affordable. The ZBA has jurisdiction over cell tower applications which are governed by the Telecommunications Act of 1996, 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 built. 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. Last fiscal year and this fiscal year the Board rendered decisions, and appeals were filed, as to two Chapter 40B applications and a cell tower application, and some or all of the appeals are currently pending.

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.

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, Geoffrey Larsen, 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 19 applications filed with the Zoning Board of Appeals during FY 2020. A total of 18 hearings were held. A total of \$3,676.20 in application fees was collected.

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 for each project by the user board or committee for the duration of that 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 (1) the High School Athletic Fields Renovation Project, as well as repair and maintenance projects for windows and doors at (2) Claypit Elementary School, and windows, doors, roof, and HVAC units at (3) Loker Elementary School. The committee also assisted the Community Preservation Commission with design for (4) the Stone's Bridge Rehabilitation Project, and the Council on Aging with preliminary planning on the proposed (5) Community Center.

The following project summaries are as of June 30, 2020.

(1) High School Athletic Fields - The High School Athletic Fields Improvements were approved at ATM 2019 and construction began in early June 2019. The Project consists of relocation of the main artificial turf sports field out of the Well Head Protection Zone, new bleachers and press box. The project also includes new storage, ticket/concession and restroom buildings. The tennis courts have been relocated to the front of the school with the softball field moving to the back with the rest of the sports fields. The project is proceeding on schedule and within budget. Substantial Completion for the fields and courts was acknowledged on June 25, 2020. Substantial completion for the storage, concession and restroom buildings is expected in early September 2020.

(2) Claypit Elementary School – Work was completed on time and on budget to replace exterior doors and windows as well as ADA improvements. MSBA audit procedure is in process.

(3) Loker Elementary School – a) Work was completed on time and on budget to replace exterior doors and windows as well as ADA improvements, b) Design has been completed to replace the roof and associated rooftop HVAC units.

(4) Stone's Bridge Restoration Project – Project management was shifted from the Facilities Department to the Department of Public Works, but the project is still under the purview of the PMBC. Review of the project by DPW revealed that a permit from The Army Corps of Engineers is required. The project is still in the Army Corps of Engineers' permitting stage and rebidding will be dependent on permit timing.

(5) Community Center - Annual Town Meeting 2018 approved funding to prepare Design, Construction, and Bid Documents for a Community Center on land not owned by the town of Wayland. The town has not yet acquired control of the parcels, therefore the project is on temporary hold.

Energy and Climate Committee

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

Green Communities Grant

The Town submitted a Green Communities Grant application in April 2020 requesting funding from the MA Dept. of Energy Resources of \$150,827 for the following in the amounts indicated:

- \$34,320, High School—Retro-commissioning
- \$16,490, Town of Wayland— Hybrid electric van upfit
- \$10,000, Town of Wayland — Hybrid police vehicle purchase (2)
- \$1,895, Town of Wayland — Building operator certification training
- \$78,122, Middle School— LED lighting
- \$10,000, Town of Wayland— Administrative assistance

The Metropolitan Area Planning Council (MAPC) assisted in preparing the grant with a technical advising grant awarded to the Town.

Community Choice Aggregation

The Committee advocated for a warrant article authorizing the Board of Selectmen to initiate the process of aggregating electricity accounts on behalf of residents through a CCA program. The Committee's goal is to achieve a higher percentage of renewable energy in residents' energy supply. Many towns and cities in MA have chosen aggregation contracts that include renewable energy percentages of from 5% to 60%, with some offering an option of 100%. After discussions with the Town Administrator and Board of Selectmen liaison, the BoS voted in favor of including

an article in the spring Town Meeting warrant and the article text was developed. The article was not debated as Town Meeting was postponed due to Covid-19.

International Energy Conservation Code voting

The International Code Council (ICC) building codes are updated every three years, and the Massachusetts building codes include many of these provisions. The ICC Energy Conservation Code includes code requirements that make buildings more efficient. The Town registered four members, including two members of the Committee, to vote on proposed code improvements in November 2019. This action, along with those of voters in many other Massachusetts towns, means the 2021 code stands to be more than 10% more efficient than the 2018 one.

Middle School Community Resiliency Project

This grant-funded project, which connects the Middle School solar panels to the school's emergency generator, will reduce emissions and extend run time in an emergency. It was commissioned in August 2019 and a ribbon cutting ceremony was held in September. Widespread media coverage hailed the project's innovativeness.

River's Edge Housing Development

Members of the Committee worked with River's Edge architects and developers to encourage inclusion of energy efficiency and renewable energy elements. As a result of this collaboration, rooftop solar panels and additional EV charging stations will be included. Additional efficiency improvements are being considered.

Community Solar

The Committee worked with MAPC to explore solar options for residents in Wayland who are not interested in, or able to have, solar electric panels on their property. Two solar installers, Borrego and Community Choice Energy, expect to have openings in 2020; residents can contact them directly if interested. The Committee will continue to explore other options for residents.

EnergizeWayland

The Committee continued to support this community organization whose goal is for 50% of Wayland residents to take action on the climate emergency. Some of their campaigns have focused on heat pumps, food waste collection, plant-based eating, solar panels and electric vehicles.

River's Edge Advisory Committee

River's Edge Advisory Committee (REAC) was established by the Board of Selectmen in May 2014, after 2014 Town Meeting approved new zoning and land disposition to create market-rate and affordable housing at River's Edge (484-490 Boston Post Road). The 7.3-acre River's Edge project will generate land sale revenues for the Town, clean up a dilapidated site at Wayland's western border, significantly add to Wayland's tax base, and boost the Town's affordable housing stock to well over 9%, nearing our state 10% affordability mandate to block unfriendly 40B projects.

REAC is a multi-disciplinary committee, including members of Board of Public Works, Finance Committee, Design Review Board, Planning Board, Affordable Housing, Economic Development as well as members-at-large. REAC was charged to help create and administer a competitive Request for Proposal (RFP) process to sell River's Edge land to a private developer, who would in turn clean up the site, complete permitting, build and own the \$60-70+ million project.

The River's Edge RFP was issued in 2015/2016. REAC evaluated the bids and recommended unanimously in October 2016 to the Board of Selectmen (BOS) to select Wood Partners. Although Wood Partners' initial land price was lower, its long-term tax revenues were higher, and the project was clearly preferred in terms of design and compatibility with the Town. BOS awarded to Wood Partners in early 2017 and a Land Disposition Agreement was signed mid-year 2017.

Wood Partners then began due diligence efforts on site, however asbestos tile was soon discovered, which needed to be removed prior to proceeding. The Town authorized funds at Fall Town Meeting 2018 and remediation was complete by year-end 2018. In Spring 2019, Wood Partners' due diligence efforts resumed on site and were completed.

Wood Partners filed plans for site plan approval in mid-2019. Since the project needed two technical variances, as well as a variance to building heights, the Zoning Board of Appeals processed the application, along with input from the Planning Board. Regarding the building heights zoning, four stories were originally allowed in the back *quadrant* of the site; the variance allowed four stories along the back *half* of the site, and a little further forward toward Route 20 (with the stipulation of 3 stories closer to Route 20 remaining unchanged). The additional fourth floor area created 28 additional units, bringing the total unit count to 218, all of which count toward the Town's affordable housing stock. The project was approved December 2019.

Based on the approval of such a significant project, Wayland now has a two-year safe haven from unfriendly 40B projects. Once River's Edge is complete, Wayland's affordable housing stock will officially rise from 5% to 9.6%, close to our 10% mandate to block unfriendly 40B's altogether. [Looking ahead, although 2020 census data is not available yet, based on internal estimates, this 9.6% is expected to decrease to approximately 9.25% and the Town will need approximately 40 additional units to reach its 10% threshold. Currently there are two 40B projects in process with the Town, at School Street (12 units) and at Mahoney's (proposed 60 units) that could potentially

fill this gap if resolved, or other locations can be identified if either or both projects are not resolved.]

With final project approvals in hand, the Town moved ahead to create an easement for the project to utilize the Transfer Station Access Road. (In the original 2014 vote, the Town approved conveying the River's Edge parcels, but kept ownership and control of the Road.) A vote to approve issuance of an easement was under review in late FY 2020, and was approved at Town Meeting in September 2020.

In FY 2021, the Town anticipates setting the final net land price, issuing a building permit, conveying the land, and seeing construction start. Based upon a construction start early 2021, River's Edge is expected to open late 2022, early 2023.

The final land price is being confirmed under the terms of the RFP and Land Disposition Agreement, with limited adjustment based on due diligence results and state funding benefits. Wood Partners' original purchase price was \$8.1 million (for 190 units); subtracting required site costs including environmental remediation, demolition of the septage facility, construction of water line service to the site, and new wastewater treatment plant, the net payment to the Town was originally estimated at \$1.5 million (now \$2.2 million, given the receipt of the water line MassWorks grant, below). The final price is pending in FY 2021.

In related benefits, the Town successfully secured a \$2.4M MassWorks grant in 2017. The funding built a new water line to River's Edge from the Russell's intersection (saving Wood Partners \$705,000 for this water line, which increases their net land price to the Town, above). Funds also rebuilt outdated water lines along Route 20 and added new piping from Route 20 to the DPW to improve water service and fire safety in the entire Wayland/Sudbury area. All work was complete by year-end 2018. A second Massworks grant will be applied for in early FY 2021 to complete wastewater piping from River's Edge to Town Center, so that River's Edge might tie into the municipal wastewater plant, and not need to build a stand-alone plant on site.

REAC did not meet in FY 2020 since the project was in due diligence phases, and/or in permitting processes. Although the bulk of the Committee's work is finished, REAC is available at BOS's discretion as may be needed until the sale is complete.

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

The mission of the Board of Health is 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

COVID-19 Pandemic

Beginning in March 2020, the Board of Health and Health Department staff focused the majority of its time and resources on responding to the COVID-19 pandemic by keeping up to date on MA Department of Public Health policies and protocols, participating in weekly Board of Health meetings and twice a week state calls, participating in emergency management meetings with key town staff, communicating and following the Governor's orders including the process for the state shutdown and phased reopening, conducting contact tracing by our Community Health Nurses (School Nurses), and updating/reporting to the MA DPH infectious disease database (MAVEN), engaging in initiatives and educating the public to stem the spread of COVID-19 in Wayland. Wayland Health Department efforts took place across in many different areas in Wayland including:

- School Closure on March 12, 2020
- Implementing State Guidance on Government shutdown and Phased Reopening of Business Operations for Essential and Non-essential Businesses

- Supporting COVID-19 Implementation of COVID-19 health and safety protocols at congregate living facilities including assisted living facilities, the nursing home, and a group home and by providing technical assistance and guidance to the facilities.
- Creating and issuing a COVID-19 weekly report on COVID-19 cases in Wayland including the status of the individual's recovery.
- Intensive reporting to the State's infectious disease registry through MAVEN on COVID-19 illness.
- Contact tracing of individuals who were close contacts of people living in Wayland who tested positive for COVID-19. Besides tracing individuals potentially exposed, contact tracing includes a substantial amount of nursing support including daily or every other day follow-up for those who were infected to inquire about, assist with questions on Covid 19 symptoms, as well as encouraging testing, and support the health of the infected individuals and their families.
- Public education recordings through Waycam, a special program on the Wayland Buzz on Contact Tracing.
- Overseeing and Providing inspection and enforcement of Business Reopening and Attestation of Compliance with COVID-19 Health and Safety Protocols.
- Fielding questions and providing education and direction on opening/permitting Camps and Pools and implementing State reopening guidelines.
- Fielding questions from many various businesses regarding COVID-19 health and safety protocols, providing education and direction.
- Assisting with the Opening and permitting of the Town Beach under COVID-19 Health and Safety Guidelines
- Fielding citizen concerns and complaints about compliance with COVID-19 health and safety protocols outdoors in Wayland and at Wayland businesses.
- Supporting School Reopening by providing recommendations on Health and Safety Measures to the School Committee, which began in FY 2020 and continues into FY 2021. Office staff providing ongoing dialogues and support to the school administration regarding reopening and questions around COVID-19 MDPH and DESE guidelines.

Permit Process Improvements

Permit process improvements have been put on hold for most of FY 2020 but will be gaining traction and will likely be ready for implementation hopefully in early fall of FY 2021.

Local Septic Regulation Revising/Updating

The Health Director and Health Agent had been working on revising the Local Septic Regulations. A significant amount of time was dedicated to reviewing the regulations and researching regulations in similar communities. Our goal is to improve and update our existing regulations so they are easier to understand and more in line with current information and Mass Department of Environmental Protection's guidance. The regulations have not been changed since 1999 when an amendment was made, but the full regulation has not been reviewed since

1994. Due to the COVID-19 pandemic work on this initiative has been on hold since February 2020.

With the advice of the Director, the Board also decided to update the local Waste Water Treatment Facility (WWTF) Regulations at the same time and incorporate them into the Local Septic Regulations. The local WWTF Regulations have not been changed since 1998 when an amendment was made, but have not been reviewed since 1988. Since the regulations for WWTF are heavily regulated by the state we determined that a good amount of the current local regulation could be eliminated. Due to the Covid 19 pandemic work on this initiative has also been on hold since February 2020.

File Alley project

This project has seen major progress during FY 2019 to cull files, move appropriate items to storage vault, request for disposal, and reorganize. The project has continued through FY 2020.

Inspectional Services

Board of Health personnel are involved with all aspects of subsurface sewage disposal within the Town, 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. The Health Agent/Sanitarian also reviews and approves building plans and modifications.

Septic Permits	FY19	FY20
New Construction	14	22
Upgrades	41	24
Alterations	56	47
Misc.	3	1
Total Septic Permits	114	94
Soil Testing	120	60

T5 Status	FY19	FY20
Passed	106	128
Conditionally Passed	24	28
Failed	15	16
Total Title 5 reviewed	145	172
 Certificates of Compliance**	 98	 86

***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 Regulation 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; weekly samples are also taken at Dudley Pond. During the summer between 6/1/20 to the end of beach season, readings were within state guidelines. However, MDPH notified us of a cyanobacteria bloom at Lake Cochituate (North Pond), in September 2019. The bloom impacted areas of the Lake that are in Wayland including the Town Beach area. Response included a press announcements and communications to groups that use the Lake. Advisory signage was posted at respective access areas. 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. The Health Director and Health Agent conducted these inspections and plan reviews.

CH 40 B Affordable Housing Projects

Due to the COVID-19 pandemic and the government shutdown, there was minimal work around these projects in the department until June when additional soil testing was witnessed, and a hydrogeological scope of work was reviewed for "Cascade Wayland" 40B housing project at 115 Boston Post Road.

River's Edge Development Project

A letter of comment was provided to the applicant's engineer (submitted in FY 2021).

Subdivision Reviews

Subdivisions reviewed by staff and BoH were: Five paths Definitive Subdivision (Shaw Drive), Silver Leaf Homes (81 West Plain) Definitive Subdivision. The Five Paths Subdivision had a complex layout and stormwater drainage plan due to some areas of ledge and potential areas of

steep grades and deep cut and fills. The project was under review by the Planning Board for quite some time before it was ready for BoH to vote.

Food Establishment Inspections

Our Food Inspector again completed two rounds of annual inspection 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, and private club kitchens. The exceptions are those that open seasonally, which are inspected once per season. Re-inspections to follow up on any violations were conducted.

The Russell's Farmers' Winter Market took place but closed early due to the COVID-19 pandemic. The Summer Farmers' Market was held and vendors had their plans reviewed for their booths by Beth and permits were issued. An on-site inspection was conducted at the beginning of the summer market. In total, there were 65 vendors this year.

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

Local Food Regulation

A public hearing was held on January 13, 2020 and a Local Limited Food Regulation was adopted on February 10, 2020, expanding the definition of Food Establishment to include those retailers that offer only prepackaged foods that are not time/temperature controlled for food safety.

Tobacco Control-flavor bans

Tobacco Compliance Checks were conducted to monitor products sold by local vendors as per the Tobacco Regulations and to identify unique tobacco products that are not regulated at this time. Tobacco Compliance checks were also conducted (twice per year) by the Wayland Police Department (to monitor products sold to persons under 21 as per Local Retail Tobacco Regulation), and there were no violations.

In September 2019, Governor Baker declared a public health emergency in the Commonwealth due to severe lung disease associated with the use of e-cigarettes and vaping products, and the epidemic of e-cigarette use among youth. This resulted in a temporary prohibition of the sale and public display of all vaping products in retail stores, online and by any other means in Mass. The Health Director conducted inspections of all our 14 tobacco retailers to ensure they complied with the ban. In January 2020 new legislation and regulations were adopted in Massachusetts regarding tobacco sales, "An Act Modernizing Tobacco Control into Law." Each tobacco retailer was inspected again to hand deliver an informative letter, provide educational materials on the new law, and provide copies of updated signage. In early June 2020, 14

establishments selling tobacco were inspected for compliance with the new MA law banning the sale of flavored tobacco products including flavored vape products, menthol cigarettes, and flavored chewing tobacco and snuff.

Food Inspections

	FY19	FY20
Routine Inspections	113	91
Re-inspections	60	53
Food borne Illness Investigation	1	0
General Complaints	4	3
Plan Reviews	5	6
Farmer's Market vendors	74	65
Temporary event /food safety review (mostly phone)	31	18
Power outage visits	0	0
Variance hearing	0	0
Recall calls	2	0
Acidified rice HACCP plans	3	1
Tobacco Compliance Checks	18	42
Flavored vapes compliance check	-	19
Highly susceptible population	5	5

Establishments

COVID general complaints	-	17 *
COVID compliance visits	-	21 *
Romaine recalls	-	-

*Includes office staff responding to COVID-19 complaints, this does not include all phone calls.

Routine Services

The Department oversees the daily management of public health and environmental programs, the collection of communicable disease statistics, the issuance of burial permits, the issuance of licenses and permits as reported in the statistics section, reviews subdivision plans and building permit applications, and the monitoring the contracted services in the areas of mosquito 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 in Town.

Animal Control

Due to the retirement of the Animal Control Officer it was decided that the services provided by him for problem wild animal consultation, specimen preparation for rabies testing and delivery to the lab and animal carcass pickup and disposal would be merged with the duties of the Town's Dog Officer, Boardman's Animal Control under one contract. As of FY 2019, that contract is no longer managed by the Board of Health although we are still involved regarding the services provided to remove carcasses from the roadway and situations involving rabies and problems with wildlife.

Rabies Control

The risk of rabies continues to be a potential problem within the Commonwealth. 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 and other species of ticks appear in our woods, back yards, grassy areas and trails searching for a blood meal from an animal or human host. Ticks can carry diseases that can be transmitted to humans. Residents 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 (Ehrlichiosis), and Babesiosis including other emerging diseases. 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.

Nursing

Our Public Health Nurse manages a number of necessary functions following Massachusetts Department of Public Health (MDPH) requirements that involve vaccine management,

communicable disease follow up, direct oversight of our Community Health Nursing Program, and emergency preparedness. Our Public Health Nurse also the Wayland representative to MDPH Region 4AB Public Health Sector of the Health and Medical Coordinating Coalition (HMCC) of Emergency Preparedness and was elected as President of the Massachusetts Association of Public Health Nurses (MAPHN) from 2019-2021. This year residents were offered injectable Seasonal Flu vaccine in conformance with CDC recommendations.

We offered Hi-Dose Flu Vaccine for our residents aged 65 and older. Again we offered Pneumococcal- both PCV13 and PPSV23, Tetanus, Diphtheria and Pertussis (TDAP) vaccines which was provided to requesting residents according to the CDC recommendations.

The large community flu clinics were held for residents aged 6mos and up to receive the annual seasonal flu vaccine and also 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.

The Board of Health approved the Health Department's proposal to offer the new Shingrix vaccine to our senior population. The program allows the Health Department to procure both doses of the vaccine and pay for one dose; while the resident pays for the other dose at cost. We receive just 10 doses at a time as the supply is limited and select five self-identified interested residents at a time on a first come, first served basis. In most cases, this offering is well below the cost of the resident's insurance co-pay and thus far has been well received. We will continue to offer this into FY 2021.

At the end of FY 2020 our High School Community Health Nurse announced her desire to retire. With COVID-19, she has agreed to stay on to work with us to support our community, leading contract tracing and other pandemic related tasks. We thank Amy for her 17 years of service and her value and dedication in nursing to the residents she continued to serve as part of the community as both an employee and volunteer of the MRC.

Community Health Nursing

The Board of Health, under a Memorandum of Understanding with the School Committee supports the School Nursing Program to be managed as part of the Health Department. 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 Community Health Nursing Program promotes the education of students by supporting the overall health, wellness, and safety of all individuals within the school environment.

Nursing services are supplemented by a \$5,000 grant awarded for 10 years beginning in 2019 from the Comprehensive School Health Services (CSHS) program to provide quality school health services that address the needs of the students served by the school district for our Town.

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 well as providing regular supplemental coverage at Claypit Hill Elementary School where nursing needs have increased.

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 was not available for this report and will be provided in the next annual report. Nurses perform health screenings and/or re-screenings as mandated by the Massachusetts Department of Public Health.

The Community Health Nursing Program collaborates between the Health and School Departments 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 assisting in the management of the overall health of our community. We again provided Prevnar 13 and Pneumococcal vaccines (PPSV23) to our seniors this year and included significant enhancements to our modes of flu clinic communication. 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. We again utilized our Flu Clinic Automation process, implementing improvements each flu season including additional reporting in FY 2019 and FY 2020.

Our Public Health Program covers a broad range of services to Wayland residents and includes the following:

- Blood Pressure appointments
 - TB Screenings
 - Vaccine Administration: 1,808 injections in total
 - 1,797 doses of seasonal flu (injectable) vaccine of which 525 were High Dose
- 3 doses of Tdap vaccine
- 8 doses of Pneumococcal PPSV23 vaccine

Shingrex Shingles Vaccine Administration: 100 injections in total

- MA DPH Vaccine Administrator/Provider
- Oversee Medicare and Health Insurance Flu Vaccine Reimbursement Program
- Follow up of MA DPH Reportable Communicable Diseases (209)
- Community Health education
- Conduct health inspections and health related education to Summer Camp Programs provided within Wayland –enforcing new State Regulations and Requirements
- Collaborate with Region 4 AB Emergency Preparedness activities
- Prepare MA DPH Emergency Preparedness deliverables
- Medical Reserve Corps Coordination

Flu Clinic Automation Overview

Since automating our flu clinic registration and data management, flu clinics have been operating very smoothly and efficiently. We created a clinic flow database and a computer application to automate the Wayland Flu Clinics. This system automates the registration and insurance data collection through card reading technology, electronically records the resident's authorization to bill insurance, allows for the screening activities required to determine which vaccine can be given to residents based on a medical assessment, and records the vaccine, date administered and the name and credentials of the administrator--all done through the use of stickers and scanners. We use a 2 dimension bar code scanner to check the resident/recipient out of the clinic which updates the database. This allows for Wayland to send materials to UMASS (our billing agent) to bill the insurance companies on our behalf. That insurance reimbursement is what funds the following year's purchase of vaccine at no out of pocket cost to Wayland residents. Our third year was extremely successful. We tested and implemented an electronic interface with UMASS Medical, our billing agent, reducing the transfer of paper documents to them in support of billing on our behalf saving hundreds of staff and volunteer hours here in Wayland and also data entry hours at UMASS. We are hoping to be allowed to interface with MIIS for next year eliminating manual data entry through the use of Tax Work Off and Veteran's Program volunteers and some portion of a part time employee.

We continue to streamline our processes, taking advantage of tax work off and Veteran's program volunteer personnel (when/if available, due to COVID-19) and utilizing our MRC volunteers, to maximize purchasing 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, 2020
Communicable Diseases Reported to the Health Department

Babesiosis	2
Calicivirus/ Norovirus	2
Campylobacteriosis	2
Covid 19 confirmed	106
Cyclosporiasis	1
Chicken pox	2
Giardiasis	1
Group A streptococcus	1
Hepatitis B (chronic)	1
Hepatitis C (chronic)	4
Human Granulocytic Anaplasmosis	5
Influenza	46
Lyme Disease	34
Pertussis (and other Bordetella species)	1
Dengue Fever	1
TOTAL	209

Animal Inspector

Animal Inspector Bruce Sweeney provided annual inspections for animal keeping permits in the Town. Sixteen residents kept animals of varying types. The following is a summary of the total number of animals by type in FY 2020:

Animal Inspector Summary FY 2020

Horses/Ponies	32
Sheep	2
Swine	10
Cattle	37
Chickens	134
Water Fowl	3

Board of Health Permitting Statistics as of June 30, 2020

	<u>FY19</u>	<u>FY20</u>
Animal Keeping	23	16
Burial	192	179
Disposal Works Installers	42	29
Review of Previously Approved Plans	4	0
Food Service Establishments	34	29
HACCP Restaurant	2	2
HACCP Grocery Stores	1	1
Limited Food Service	12	11
Residential Kitchens	1	2
Farmer's Markets	74	65
Retail Food	12	10
Limited Retail Food	9	5
Funeral Director	2	2
Operating Semi-Public Pool	11	11
Pool Construction	1	6
Pool Installer	1	2
Recreational Camps for Children	9	9
Refuse Collection	19	21
Septage Hauler	21	20
Temp Food Events	35	27
Tobacco Sales	16	14
Wastewater Treatment Plant	5	3
Private Well	11	8
Frozen Dessert Mfg.	0	0
Mobile Food	0	4

Household Hazardous Waste

In the fall of 2019, 124 Wayland residents and 4 non-residents participated in the two Household Hazardous Waste Collection Days sponsored by the Board of Health

Fall 2019	129
Spring 2020	0 (<i>not held due to COVID-19</i>)



The Human Relations Service

The Human Relations Service is a private non-profit community mental health agency serving the towns of Weston, Wellesley, and Wayland. HRS was founded in 1948 by Erich Lindemann, MD, in Wellesley, and has served as Wayland's provider of outpatient mental health service since FY 1997.

All residents of our towns are eligible to be seen at HRS regardless of ability to pay. We provide comprehensive outpatient mental health care to residents, including: Intake/Triage, Referral (when indicated), outpatient psychotherapy, and psychopharmacology. In addition, HRS provides regular consultation services to staff of the Wayland Public Schools at all levels and emergency psychiatric evaluations. All of these services are supported by Wayland Board of Health funding, our own fund raising, insurance reimbursements, and client fees.

FY 2020 has truly been a unique and unprecedented year. On March 12, it became clear to us that we could no longer safely provide in-person care to our clients due to the COVID-19 pandemic, and our growing awareness that families in our towns were already affected. This required a rapid transition to TeleHealth: a significant challenge for an agency that deeply values personal connection, and is staffed by clinicians who are senior and experienced, but not entirely technology-savvy. The last two weeks in March were difficult as we made this pivot. We were fortunate to obtain a small but helpful grant from the MetroWest Foundation, which helped cover the costs of equipment and a secure TeleHealth portal. Once properly outfitted, our clinical hours rebounded. All service provided by HRS clinicians since March 16 have been TeleHealth, and we expect to finish the year in TeleHealth mode. This has been challenging for some clients, especially younger children and some adolescents, but has actually proved to be a boon in other cases, where clients are able to access the service in the comfort and privacy of their own homes without having to fight traffic to get to our offices. Our TeleHealth model has been viable as long as the Governor has mandated that insurers cover it. This may change at some point, and, regardless, we are already preparing for the difficult challenge of returning to in-person work. This will certainly require changes to our old and poorly ventilated buildings, and in the short-term, clear procedures for regular disinfection, social distancing, and mask wearing. We also developed a new set of programs in response to the COVID-19 called Community

Support Forums. These are free discussion groups facilitated by HRS clinicians—they run for 4 to 6 session terms and several of them have multiple iterations. We're very proud of these programs as they allow our staff to connect with residents who may be experiencing significant stress related to the pandemic.

The full menu of programs is available here:

<https://www.hrshehelps.org/COVID19-CommunityForums.php>

As shown in the table below, our projected total service hours for FY 2020 are 1,306. Our regular outpatient service saw 72 residents. Forty-four clinical hours were provided to students in the Wayland Public Schools who were seen in connection with their special education (SPED) plans. The Town is legally mandated to provide this service. In recent years, school staff have successfully managed student care while reducing the number who have needed direct counseling at HRS through the SPED program. The data from new cases that came to the clinic in FY 2020 tells us that the largest number of new clients were children under the age of 11, and that anxiety was the most common primary presenting problem across all age groups. Once the fiscal year has ended we will begin running reports that will tell us more about clinical trends for all Wayland town residents, new and returning, who sought treatment at HRS in FY 2020.

We referred out 30 Wayland clients during the year as part of our Intake/Triage/Referral program. As noted above, access to care continues to be a major issue, and we are proud of our rapid response to each call (within 24 hours), and our ability to provide a connection to a senior licensed psychologist who makes a thorough assessment of the case by phone, and then arranges assignment to a therapist, either internally or externally.

In addition to our clinical service, we worked closely with the Wayland Public Schools to provide ongoing support for school staff throughout the year, particularly as they grappled with the challenges of COVID-19 and distance learning. We provided 73 hours of consultation to school staff, including 32 hours for urgent psychiatric evaluations, and 41 hours for sessions with school staff to support them in their work. The psychiatric evaluation program provides prompt access to our staff psychiatrist for urgent evaluations of students who may be at risk. HRS provides a combination of treatment and consultation, which is an ideal way to meet students' needs and can help avoid the dislocation and expense of student outplacement. (Even one such placement can exceed the entire cost of our town grant.)

Wayland residents are eligible to apply for reduced fee care based on financial need at HRS. We provided 148 reduced fee hours through May 20. We consider all reduced fee applications carefully. Clients must provide evidence of need via Form 1040 or other indications of need. The number of residents needing subsidized care varies from year-to-year and is largely unpredictable, however in FY 2020, the number of reduced fee sessions offered was up 6% from FY 2019. The reimbursements from insurers for 1,143 hours of service to Wayland residents was \$80,676 less than our full fee, and well below our cost.

HRS continues to provide responsiveness, care, and high quality clinical service to Town residents in spite of an incredibly challenging environment for mental disorder and mental health care.

Service Hours Overview

	<u>FY 20</u>	<u>FY 19</u>
a) Clinical hours to town residents (non-school)	1,143	1,221
b) Clinical hours to students with SPED plans	44	30
c) Consultation hours to school staff	41	41
d) Urgent Psychiatric Evaluation	32	50
e) Intake/Referral Services	<u>46</u>	<u>70</u>
Total	1,306	1,412

FY 20 Detail

General (non-school) Services	Hours	Charges	Total
Counseling to children and families*	1,143	217,170	217,170
Intake/Referral Services	46	8,050	8,050

School Special Education Services

Counseling to students	44	7,700	
Consulting to staff	41	7,175	
Urgent Psychiatric Evaluations	32	<u>6,400</u>	
Total	<u>117</u>	21,275	<u>21,275</u>
Total value of all services	1,306		246,495

Income

Town Funding	62,500	
General counseling fees paid (clients & insurers)*	<u>118,872</u>	
Total Income	181,372	181,372

Deficit		-65,123
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**Almost all our patients had some form of insurance coverage but in almost no cases did this cover our full charge. Additionally, 148 of our 1,143 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. The percentage of total counseling hours provided to Wayland residents who were awarded a reduced fee was up 6% from FY 2019.*

The East Middlesex Mosquito Control Project and EEE

The East Middlesex Mosquito Control Project conducts a program in Wayland consisting of mosquito surveillance, larval mosquito control and public education. Although not a normal part of the program, adult mosquito control was conducted during 2019 due to the Massachusetts Department of Public determining that Wayland was at high risk for Eastern Equine Encephalitis (EEE).

2019 was an unprecedented year for EEE. The virus was first found in mid-July in Bristol County and by mid-August, was widespread throughout the state. Twelve Massachusetts residents tested positive for EEE, six of which have died. EEE wasn't found in Wayland, but it was found in bordering towns. Due to the risk level in Wayland being raised to high during the first week of September, the entire town was sprayed, via truck mounted spray method, in an effort to reduce the adult mosquito population. Furthermore, the state conducted an aerial spray

Health department staff was very involved with the local response to the EEE crisis that began to emerge in July 2019. Numerous emergency meetings took place with key town officials, and regular MDPH conference calls were attended. There was also regular communication with school officials regarding sports activities and evening events. Information was regularly updated and shared with the public as well as reminders on how to protect yourself from mosquitoes. The town was in a high risk category for EEE in early September, therefore officials worked with a core emergency group on risk mitigation and arranged for town wide truck mounted spraying as well as perimeter spraying around parks, ball fields and school fields. The spraying took place in mid-September.

FY 2021 Focus Areas

Due to the COVID-19 pandemic, and that being our primary focus area, we are unsure if there will be time for any new initiatives in FY 2021.

Septic Regulations

- Health Department staff had planned to complete revisions and updating of the septic regulations to present to the Board for review, public hearing and adoption. This effort was **delayed due to the COVID-19 pandemic**.
- Once the Septic Regulations are complete, the office staff plans to begin reviewing the Local Private Well Regulations and Local Hauler Regulations.

Susan Green and Arnold Soslow, MD, submitted nomination papers to run for another term and both won the election. Due to the state shutdown, Annual Town Meeting was delayed and took place in FY 2021.

Board of Health Members:

Susan Green, Chair; John G. Schuler, M.D; Brian J. McNamara; Arnold Soslow, M.D; Robert DeFrancesco, D.M.D

Respectfully submitted,

Julia Junghanns, R.S., C.H.O.

Director of Public Health

Inspection/Building Department

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:

- Annual inspections for educational and assembly use buildings pursuant to the State Building Code.
- 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.

This year the Declared Health Emergency has challenged how the Building Department functions within the community by closing the Town Building and limiting in home inspections the last 3 months of FY 2020. During the last quarter of FY 2020 and beyond building permit applications were submitted by surface mail and access to Building Department files was scheduled by email and facilitated outside and under tents located behind the Town Building. At the time of writing this report the Town is moving towards implementing permitting software that is intended to facilitate electronic permitting in a phased manner in the near future.

Fiscal 2020 Building Department permit fee revenues are as follows:

Building Permits.....	\$ 172,680.00
Gas Permits.....	\$ 11,060.00
Plumbing Permits.....	\$ 12,518.00
Electrical Permits.....	\$ 37,963.00
Total Building Department Permit Fee Revenues	\$ 234,221.00

FY 2020 Department activity included the issuance of 774 total building permits of all types.

An overview of construction category types includes the following:

16	Single Family Dwelling Units
26	Residential Addition
11	Residential Finished Basement
46.....	Residential Bathroom Remodel
34.....	Residential Kitchen
8	Residential Deck/Porch
13.....	Residential Demolition
81	Residential Window Replacement
16	Residential Door Replacement
164.....	Residential Roofing
21.....	Residential Accessory Structures
16	Residential Renovations
267	Residential Miscellaneous
13.....	Residential Siding
7.....	Wood Stove/ Fireplace
4.....	Commercial Tenant Fit Out
4.....	Commercial Renovation
8.....	Commercial Sign
19.....	Commercial Miscellaneous

Finally, the Building Department would like to express its gratitude to Ms. Keren Morales and Mr. Manny Oliver for their good work in supporting the operation of the Building Department during the Declared Health Emergency.

Respectfully submitted by the staff of the Building Department:

Department Assistant and ZBA Liaison, April Leshore

Department Assistant for both Building and Planning Departments, Julie B Pratt

Part time Plumbing/Gas Inspector, Steve Bottazzi

Alternate Plumbing/Gas Inspector, Ernie Ferraro

Alternate Plumbing/Gas Inspector, John Duffy

Alternate Plumbing/Gas Inspector; Al Sherman

Alternate Electrical Inspector, Jack Alesse

Alternate Electrical Inspector, Lou Cintolo

Alternate Electrical Inspector, Stephen Leger

Alternate Electrical Inspector, John McGourty

Alternate Electrical Inspector, Dale Blue

Sealer Weights and Measures, Tim Walsh

Local Building Inspector, Nathan Maltinsky

Building Commissioner, Geoffrey S. Larsen, CFM

Board of Public Works

The Board of Public Works

Created in 2009, the Board of Public Works (BoPW) is an elected body of five volunteers who are responsible for reviewing capital and operating budgets, oversight, and policymaking for DPW operations, reviewing irrigation permits, water abatements, traffic calming requests, highway and cemetery improvements, and setting of water, cemetery, and transfer station rates. The board acts under Massachusetts law as Water Commissioners, Road Commissioners, Cemetery Commissioners, Park Commissioners, and Tree Warden.

FY 2020 Members included Michael Lowery (chair), Clifford Lewis (vice-chair), Tom Abdella (resigned 9/4/2019), Patrick Murphy (appointed to Abdella's seat 11/4/19 - resigned 7/1/20), Jonathan Mishara, and Michael Wegerbauer.

Robert Goldsmith was elected to the BoPW on 6/9/20, and was appointed to fill Patrick Murphy's seat on 7/13/20 due to the delay of Town Meeting to 9/12/20.

Pre-COVID, the Board of Public Works, typically met on the first and third Tuesdays of the month at 7:00 pm in the DPW facility, 66 River Road. Since COVID, meetings have been less regular and conducted virtually using Zoom. Meeting agendas are posted on the town website, meetings are open to the public, and public comment is welcome at the start of the meeting.

Highlights for the Board of Public Works in FY 2020 were:

- Preparing for Route 27 Bridge near River Road, and the Stonebridge Road bridge.
- Discussing COVID-19 adaptations – playgrounds, fields, customer-interactions, work

schedules, water reading, transfer station rules to minimize contacts, budget effects, and delaying start of new meter/reader installations.

- Discussed effects of proposed Town Manager Act, lobbied for specific changes which were made in later drafts.
- Discussed, reviewed, helped present annual operating and capital budgets

Other FY2020 Board of Public Works Actions:

Water

- Requested Eversource avoid herbicide use in Wellhead Capture Zones.
- Considered and tentatively approved new water regulations pending advice of Town Counsel and resolution of shutoff policy with other boards.
- Reviewed irrigation applications and requests for water abatements.
- Authorized the DPW director to issue water conservation measures based on MassDEP notification.
- Reviewed an updated and comprehensive long-term water planning financial model and 5-year capital plan, reviewed progress on MWRA study, and set water rates.
- Discussed PFAS water contamination issue and local testing in anticipation of State regulations regarding PFAS.

Highway

- Saw the long-awaited final completion of the route 27/30 intersection.
- Reviewed bridge condition and MassDOT reports with DPW director.
- Held Shade Tree Hearings and Scenic Tree hearings with the Planning Board.
- Planned to hold road layout hearing for Spencer Circle after Selectmen had negotiated the easement.
- Discussed program to improve sidewalks & 'Complete Streets' program with Planning.

Transfer Station

- Due to high and fluctuating disposal costs, voted to raise some transfer station fees to cover higher costs for recycling and bulky waste items.
- Reviewed completion of Transfer Station Access Road project
- Initiated 'marketing/promotion' program.
- Considered a paper shredding event.

Park, Cemetery

- Reviewed and set new cemetery regulations and fees.
- Reviewed cemetery trust fund management.
- Reviewed/approved Dudley Pond boat ramp project driven by CPC.

Land

- Considered options for re-use of 195 Main Street (old DPW) and authorized the DPW director use site for materials storage.

- Voted to rescind motion conditionally transferring 195 Main Street to Recreation and Library.
- Worked to advance the re-use of the old landfill site south of Rt. 20 for school bus parking and DPW materials storage.

Administration

- Reviewed delays in purchasing due to new compliance measures instituted by the Town Administrator's office - the new process requires a significant commitment of DPW staff time.
- Discussed transitioning GIS to 'Dude Solutions' – project abandoned.
- Held bi-monthly reviews of DPW operational and financial status – financial reviews were significantly delayed this year, in part due to a Town-wide delay of the annual audit, and partially due to a new policy restricting the release of unaudited financials to Boards.
- Reviewed impacts of Conservations proposed Chapter 193 (Stormwater & Land Disturbance) regulations.

Department of Public Works

The Department of Public Works (DPW) oversees the Highway, Parks & Cemetery Divisions; the Fleet Maintenance Division; the Transfer Station; the Water Division; and the Engineering Division for the Town.

Highway, Park & Cemetery Divisions

The Highway, Park & Cemetery Divisions are 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. Grounds responsibilities include managing three Town cemeteries and care for 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 all Town playgrounds and miscellaneous parklands. The Division cares for maintenance, removal and replacement of all Town-owned trees along over 200 lane-miles of roadway.

In FY 2020 the Highway, Park & Cemetery Divisions:

- Reconstructed 3.15 miles of roadway: Cochituate Road (School Street to Old Connecticut Path), Commonwealth Road (Main Street to Natick Line), Draper Road
- Completed annual program of painting all crosswalks/stop lines and roadway lines
- Completed annual program of cleaning all catch basins and sweeping all Town roads
- Responded to 16 winter weather events requiring the application of anti-icing treatment and/or plowing and snow removal
- Assisted the Water Division with water breaks and roadway excavation

- Oversaw burial interments in Town cemeteries
- Completed extensive reseeding, weeding, trimming and mulching of the Town cemeteries and grounds in preparation for Memorial Day ceremonies
- Completed field maintenance, aeration, slice seeding and fertilizing of athletic fields
- Installed new two-section batting cage at Schwartz field
- Completed landscaping and grounds maintenance of the Towns schools, buildings and beach
- Maintained and repaired School and Town playgrounds

Responded to 1,420 service requests of the following nature:

- 72 – Snow related issues
- 71 – Potholes
- 90 – Right of Way or roadway issues
- 53 – Drainage, Catch Basin/Manhole Issues
- 72 – Signs
- 39 – Road Grading or Sweeping
- 89 - Cemetery Interments
- 22 - Water Division assistance
- 57 - Town/School Grounds
- 161 - Tree/Brush Related
- 32 - Catch basin / Manhole Rebuilds

The Fleet Maintenance Division

The Fleet Maintenance Division is responsible for maintaining 62 DPW vehicles, 14 trailers, and 10 Town Building vehicles. Additionally, the Division maintains over 350 pieces of small equipment.

In FY 2020 the Fleet Maintenance Division:

- Developed specifications for equipment purchases
- Continued implementation of a comprehensive fleet preventative maintenance program
- Completed the overhaul and transformation of one of the large dump trucks to a permanent winter treating unit
- Initiated facility-wide safety compliance measures
- Designed and fabricated beaver deterrent device
- Improved magnesium chloride storage and dispensing system

The Transfer Station

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

In FY 2020 the Transfer Station:

- Sold 1,611 Full Stickers. And 277 Accessory Stickers
- Handled approximately 906 tons of municipal solid waste and approximately 602 tons of recycled materials.
- Utilized a MassDEP Grant to continue a mattress recycling program
- Initiated pay-as-you-throw bulky waste disposal

The Water Division

The Water Division operates and maintains the Town's drinking water supply. The primary responsibility of the Division is to provide a potable, reliable supply of water for residential & commercial users and to provide fire protection. Staff provide 24/7/365 coverage for water related emergencies. The Division maintains 103 Miles of Water Main, 765 Hydrants, a Two-Million Gallon Water Storage Tank, the Baldwin Pond Water Treatment Facility, and 5 additional well sites throughout Town.

In FY 2020, Division staff oversaw the provision of 501 Million Gallons of potable drinking water. Repair crews responded to 11 after-hour water main breaks and 24 water service leaks.

Distribution responsibilities are:

- Repair Water Main Breaks
- Repair Water Service Leaks
- Water Distribution System Preventative Maintenance
- Fire Hydrant Repairs, Maintenance and Replacement
- Annual Hydrant Flushing Program
- Additional duties include meter reading, dig safe mark-outs, meter repair & replacements, leak detection and cross connection survey / testing.

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.

Route 20 Water Main Project – Phase 2

Construction was completed on the installation of a 12" water main across the Sudbury River to the recently completed Transfer Station Access Road Water Main Project.

Annual Water Quality Report

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

The Engineering Division

The Engineering Division is staffed by the Town Engineer, Town Surveyor and GIS Analyst and 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 all Town Departments in various technical aspects of projects that impact or are performed on Town facilities and infrastructure.

In FY 2020 the Engineering Division was engaged in the following activities and initiatives:

- Provided project management and construction administration and closeout for the Phase I and Phase III Water Main Extension project on Route 20
- Developed an improved database for the searching of record information
- Conducted parcel updates associated with the census and State GIS requirements
- Provided analysis and rate recommendations to the DPW for FY 2021 water rates and to the Wastewater Management District Commission for wastewater rates
- Coordination and implementation of requirements associated with the National Pollutant Discharge Elimination System permit for the Town's municipal separate storm sewer system (MS4)
- Support to Wastewater Management District Commission oversight coordination with the Wastewater Operations Manager
- Improvements to publicly owned utilities databases in the Town's GIS for water, wastewater and drain systems.
- Surveys of Town projects including Maguire Road, Wallace Road and Pod Meadow conservation area drainage systems, tree investigations, field layout and Freight House parcel
- Review of private developments for impacts to DPW systems and pre-permitting activities
- Coordination and management of consultants conducting studies, analysis, design and construction related efforts on DPW projects
- River's Edge Land Disposition Agreement administration and coordination
- Coordinated MassWorks Grant reporting and reimbursement requests
- Assisted Highway Department in the assessment and mitigation of drainage issues

Surface Water Quality Committee

Mission

To oversee, monitor, and maintain the health of bodies of water within the Town of Wayland

Members: Elizabeth Newton (chair), Norm Marowitz, Thomas Largy, Jack Carr

Dudley Pond - Norm Marowitz, Project Coordinator

Water Quality

Based on water sampling and lab analysis done in August and November 2019, Dudley Pond continued to show good water quality in terms of clarity and the lack of contaminants deemed detrimental to a healthy body of water. There was a spike in Chlorophyll a in the November 2019 testing which we attribute to the tape grass harvesting activity done in September 2019. This Chlorophyll a level did drop back down to more than acceptable levels in subsequent August 2020 testing.



Dudley Pond, May 1, 2020

Eurasian Milfoil (*Myriophyllum spicatum*)

The fight against the highly invasive Milfoil proliferation was extremely effective with the 'ProcellaCOR' (Florpyrauxifen-benzyl) herbicide treatment applied in July and August 2019 with the assistance of the Conservation Committee, Purchasing and the Dudley Pond Association, spearheaded by Mike Lowery, former program director. For all intents and purposes, it seems to have eliminated all but a few scattered plants. We are hopeful that the three-year guarantee on this herbicide holds true.

Tape Grass (*Vallisneria americana*)

We continue, however, to battle an overgrowth of Tape Grass which has taken over where Milfoil left off. In September 2019, this problem was addressed with a massive harvesting. By June 2020, the Tape Grass re-grew and started creating a major impediment to boats, swimming and fishing in a number of areas within the pond.

We continue to explore the possibility of acquiring our own harvester to better manage weed control when we need it and not be relegated to the schedules of outside vendors. We have also analyzed the potential for long-term cost savings to the Town using this approach if pursued. This could be effective not only in Dudley Pond, but also Heard Pond and Wayland's section of Lake Cochituate. We are also exploring other non-chemical approaches as potential long-term strategies for controlling invasive weed overgrowth and biomass build-up.

Heard Pond - Tom Largy, Project Coordinator

Heard Pond, off Pelham Island Road, is a Wayland wilderness gem that is about 95% surrounded by the Great Meadows National Wildlife Refuge.

Water Chestnut (*Trapa natans*)

Since 2003 SWQC has been working to rid the pond of Water Chestnut, an invasive plant from Eurasia that, when the project started, covered most of the pond's surface in a 100% monoculture. Any kind of boating was impossible then. There were several years of mechanical harvesting, where annually hundreds of thousands of plants were removed, and then intensive yearly hand harvesting. In the summer of 2019 around 2,500 plants were harvested. Water Chestnut is an annual plant that drops seeds into the pond sediment, and since the seeds may be viable for 15 years or more, the intent of the Heard Project has been to try to eliminate that "seed bank" by that yearly intensive plant removal.



Heard Pond, September 18, 2020.

Milfoil

Milfoil has been dense in the south cove and moderate in shallow areas. There are no immediate plans for treatment.

Lake Cochituate - Jack Carr, Project Coordinator**Milfoil**

In the past, growth of the highly invasive Eurasian watermilfoil (*Myriophyllum spicatum*) has been contained primarily in Middle and South ponds, and also in Snake Brook cove, Pegan cove and the Route 30 tunnel. Gradually, it has expanded into North Pond and by early June 2020 milfoil was present in areas adjacent to Wayland Town Beach that, in prior years, had been clear of milfoil. Treatments include:

- *Herbicide.* The owner MA - DCR continually monitors the growth of milfoil and other invasives and provides treatment as needed for milfoil in all sections mentioned above.
- *Hand Pulling.* DCR continues to perform hand pulling in select locations (primarily in Fiske and Carling Basin). DCR also supports the Lake Cochituate Watershed Council request to Wayland Conservation and DEP to extend its prior order of conditions to hand pull as needed.
- *Other mechanical means.* Mechanical (nontoxic) methods of harvesting invasive weeds include methods such as DASH (Diver Assisted Suction Harvesting).

Other Invasives

Curly-leaf pondweed (*Potamogeton crispus*) and Claspingleaf pondweed (*Potamogeton perfoliatus*) have been found in the lake and are controlled by hand-pulling.

Other Notes

- *Rail Trail.* Construction of the rail trail continues. This two-mile section of trail parallels the Lake Cochituate shoreline in numerous locations and promises to provide the public with new access points to the South, Middle and North ponds. Natick DPW has been cleaning up pollution from the rail trail which has entered Lake Cochituate.
- Cyanobacteria blooms in areas of stagnant water frequently are a problem late in the season.

Recreation Commission

Recreation Commission & Department

The Town of Wayland Recreation Department funds all of its programs from fees; users pay fees to participate in popular offerings like sports and athletics, day camps, the Town Beach and our wide array of recreation programs. Wayland Recreation is committed to enhancing the Wayland community through quality activities, events, and parks that provide worthwhile recreation experiences. Wayland Recreation has a perpetual vision to offer “Something for Everyone.”



Commission and Personnel

The Recreation Commission, a five member elected board, directs the Recreation Department in conjunction with the Town Administrator. The department is comprised of 3.54 FTE employees, 2.54 FTE funded by the General Fund and 1.0 FTE by the Revolving Fund. In addition, Recreation employs over 100 program staff and volunteers throughout the year. Recreation is thankful to our peer departments, without them recreation would not be possible; notably, the DPW who maintain acres upon acres of fields, parks, trails and beaches, the Health Department who monitors the lake water quality and licenses our summer camps, the Facilities Department, Youth & Family Services, Council on Aging, Town Administration, Police and Fire.

The Recreation Department and Commission are active members of the Massachusetts Recreation and Park Association (MRPA) and the National Recreation and Park Association (NRPA).

Commissioner Christopher Fay vacated his seat at the end of his first term. Voters elected Leanne Mason to a 3-year term, which commenced after the postponed Annual Town Meeting, held in September.

Recreation Department

Katherine Brenna, CPRP - Director
Christine Baldwin - Assistant Director
Paul McCarthy - Program Coordinator
Recreation Assistant - vacant in 2020

Recreation Commission

Asa Foster, Co-Chair (2010 – 2022)
Thruston ‘Brud’ Wright III, Co-Chair (2019 – 2022)
Kelly Pierce (2018 – 2021)
David Pearlman (2018 – 2021)
Chris Fay (2017 – 2020)

Programs & Community Events

Wayland residents have a high aptitude for recreation of all kinds. Wayland Recreation strives to offer diverse and comprehensive programming for youth, teens, adults, and seniors. Offerings reach far beyond traditional sports programs with many enrichment programs in the areas of art,

music, theatre, dance, nature, as well as in science, technology, archery, adventure, and health & wellness. Wayland Recreation even offers fishing, snowshoeing, skating, boating and swimming lessons seasonally. Quarterly, all Wayland residences receive a seasonal Recreation program brochure.

FY 2020 brought some new challenges to the Wayland Recreation, which saw a decrease in number of registrations and participants in organized programs and fewer field users due to two public health emergencies. The risk of mosquito-borne illness eastern equine encephalitis (EEE) hindered activities in the fall of 2020, and the coronavirus pandemic paused all operations for 16 weeks in the spring of 2020. There was a large uptick in passive activities like walking, biking and kayaking during the stay-at-home advisory.

Rec by the Numbers

Wayland Recreation served residents through more than 350 events and activities, and its 4 summer camps served over 1,980 campers. Over 15,293 patrons visited the Town Beach at Lake Cochituate, where lifeguards conducted swim-tests for hundreds of campers. In the winter, the Ski Program grew to 135 youth skiers and snowboarders at Nashoba Valley. Wayland Recreation held its second annual Campout event, where over 275 families and friends enjoyed s'mores over a bonfire, an outdoor movie and slept overnight in tents at Town Building fields. In the fall, Town Officials gave out over 80 pounds of candy to trick-or-treaters at the Halloween Parade and an estimated 3,100 people attended the 14th Annual Touch-a-Truck event.

Summer Camps

Wayland Recreation prides itself on its quality summer camps -- it is not childcare and it is not school -- we take the distinction very seriously. The fleeting summer days between two school years is as crucial to a child's development as the school year itself. Wayland Recreation staff are carefully selected, screened and trained – and they bring the magic of camp to our campers every day. We seek and select staff who are sensitive, caring, and fun, but also responsible and experienced working with kids. All staff undergo over 40 hours of training and professional development prior to start.

Wayland Recreation continues to license camps with the Massachusetts Department of Public Health (though most municipal camps are exempt from meeting the minimum standards) to ensure that camps meet and exceed the standards that parents have come to expect from all summer camps. Much of the camp revenue collected in FY20 (for camps held in FY21) was refunded, as the first two weeks of the summer camp in June were cancelled, and participation dropped dramatically due to COVID-19.

Social Responsibility & Community Impact

Wayland Recreation offers special workshops aimed at social responsibility and public safety, such as 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. Thanks to a

partnership with the Massachusetts Department of Conservation (DCR) Wayland residents can also utilize a Free Parking Pass to any of the 440 State Parks in Massachusetts year round. Each year, Wayland Recreation offers adaptive program initiatives to persons with disabilities through the MRPA.

Wayland Recreation spent much of FY20 focused on improving athletic fields and increasing accessibility on Town playgrounds. Over nine months, there were productive meetings with school PTOs, Wayland school principals and teachers, parents, children who use wheelchairs, Public Works, Facilities, and playground professionals that resulted in a CPA Warrant Article at 2020 ATM that targeted the renovation of the Claypit Hill and Happy Hollow playgrounds.

Capital Projects

FY 2020 brought the completion of the CPA funded Dudley Woods Walking Trails project. Wayland Recreation worked in conjunction with the Historical Commission, Conservation Commission, Planning Board, Public Works and interested neighbors. Wayland Recreation also assisted in the grand opening of the Rail Trail. Both Dudley Woods and the Rail Trail held ribbon-cutting ceremonies in the fall of 2020. The Town recently completed renovations at the WHS Stadium, turf field, softball diamond, tennis and basketball courts as well as repairs to Cochituate Ball Park. The Claypit Hill School basketball court was resurfaced. The Town continues to work on the Oxbow Meadows field project and relocating the art programs formerly hosted at the Art Center in Fire Station #2.

Recreation Funds & Current Debt

The Recreation Commission currently has no debt funded by the Town. The General Fund funds 2.54 FTE Recreation Department personnel. Recreation operates two Revolving Funds (MA GL Chapter 44, Section 53E ½) to collect fees for activities, events and fields/facilities and pay the associated expenses. The Recreation Commission also holds \$188,618 in a stabilization fund.

Town General Fund	FY 2020 Budget	FY 2020 Actual
Recreation 2.54 FTE	\$178,193.00	\$153,710.50
Purchase of Services	\$2,275.00	\$1,314.39

	Recreation Revolving Fund		Athletic Fields Revolving Fund	
	FY 2020	FY 2019	FY 2020	FY 2019
Expenditure Limits	\$800,000	\$925,000	\$250,000	\$225,000
Actual Revenue	\$624,290	\$810,685	\$75,774	\$154,568
Actual Expenses	\$688,095	\$718,464	\$63,632	\$229,019 ¹
Net +/-	\$(63,805)	\$92,221	\$12,112	\$(74,451)
EOY Balance	\$616,148	\$679,954	\$358,222	\$346,079

¹Includes \$175,000 transfer of user fees to the WHS Stadium Project per 2019 ATM.

Recreation Revolving Fund

Camp registration fees were paid in February 2019 (FY19) for the summer of 2019 (FY20), while most of the expenditures occurred FY20. Then, in the spring of 2020 (FY 2020) \$341,000 in revenue for spring/summer activities was refunded due to COVID-19. FY20 was also the first full year without the activity space at the Art Center at Fire Station #2.

Transfer to Town General Fund from Recreation Revolving Fund:

To Other Post-Employment Benefits Trust Fund (OPEB): \$1,667

To Omnibus Budget for Indirect Costs: \$51,717

Athletic Fields Revolving Fund

Town parks and fields were closed for most evenings September 6 to November 15 due to EEE risks. All fields were closed for winter November 15 to March 15, then; all parks and fields were closed again March 15 to June 30 due to COVID-19. WHS Turf Field was closed for renovation. Oxbow field remained under construction. Cochituate Ball Field 2 was closed for one season for infield repairs.

Transfer to Town General Fund from Recreation Athletic Fields Revolving Fund:

To Omnibus Budget for Indirect Costs: \$9,945

Wastewater Management District Commission

The Wayland Wastewater Management District Commission (WWMDC) operates a sewer system that serves business, residential and municipal 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. Beginning FY 2019, the WWMDC began to share resources with the Wayland School Department for oversight of the wastewater treatment plant at Wayland High School.

Managerial Oversight of the WWMDC and High School Wastewater System

The position of Wastewater Operations Manager (WOM) was created and filled in October 2018. The WOM is responsible for and manages emergency response to alarm calls and overseeing scheduled contract work pertaining to the Wastewater Treatment Facility (WWTF). He also performs periodic operational work as well as preventive maintenance and repair work that was previously was done on an on-call basis by the plant contractor. Additionally, the WOM seeks to optimize the cost of maintaining and operating the system.

In FY 2020, the WOM conducted a thorough review of the WWTF plant operation. He performed several repairs to enhance both the functioning and reliability of the plant. Work has been completed largely using internal resources, thereby avoiding significant charges from the plant contractor. Billing from Whitewater for plant emergencies and non-contract repairs dropped to \$1,235 in FY 2020, from \$62,889 in FY 2018 (the last full year before the WOM position was created). A strict monetary comparison arguably underestimates the benefit to plant operations; whereas, prior billing from Whitewater was generally just to keep the plant running. Recent work has aimed to extend the life of existing equipment and avoid the unanticipated cost of equipment failures down the road.

New operating practices have also substantially reduced the cost of transporting sludge. In FY 2018 these costs were \$23,635 and in FY 2020 they were reduced to \$14,823.

Although it was anticipated the WOM would devote considerable time to operating the High School Wastewater Plant, problems with that facility proved sufficiently extensive that it was decided to simply have wastewater hauled for offsite processing until additional capital investment will allow the plant to return to operation.

Discharge Permits and System Usage

The WWTF operates under permits issued jointly by the U.S. Environmental Protection Agency (EPA) and the Massachusetts Department of Environmental Protection. 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 in June 2013 seeks an increase in discharge capacity to 80,000 GPD. As of the end of FY2020, the renewal application remains pending with the EPA and this extra capacity is not currently required.

At the request of the Department of Public Works, the Commission revisited the process for reviewing changes to discharge permits for system users ("allocation changes"). The Board has provided the Town Engineer interim authority to sign off on allocation changes as long as 1) there is no net increase in permitted flow without Commission approval; 2) the reallocation is limited to a single parcel and approved by the site owner/manager; and 3) all allocations are based on flow allocations specified in Title 5.

During FY 2020, the WWMDC explored allowing a connection from a residential development planned at the site of the former Town landfill. Under the current proposal, wastewater from the development would be sent to the plant for processing, after which it would be returned for discharge into an onsite leaching field. The Town has applied for State grants to fund the hookup, although no decision had been made by the end of FY 2020.

In FY 2020, the average discharge from the plant was approximately 19,270 GPD, down about 24% from 25,386 GPD in FY 2019. This change is primarily driven by a reduction in system input due to vacancies at the Town Center development and business shutdowns due to pandemic restrictions. The impact of reduced system input on discharge volume was partially offset by new operational practices that extract and discharge more clean water to reduce the volume of sludge users pay to transport for disposal.

Administration and Finances

Income for FY 2020 was \$754,203. Of this amount \$ 429,814 was earmarked for paying off outstanding bonds (\$402,251 betterment principal and interest payments, \$963 sewer rate relief from the state and \$26,600 transfer from general fund for FY2019 debt adjustments).

Operating income was \$324,389 (primarily \$279,143 user charges and \$30,170 prior year's interest earned on savings) and operating expenses were \$ \$294,143.

The Commission's undesignated fund balance at the end of FY 2020 was \$1,379,496, including money collected in prior years for future bond payments. The outstanding balance of bond debt, which will come due between FY 2021 and FY2034, is \$3,383,247.

The WWMDC developed a budget for FY 2021 of \$794,004. This includes \$358,557 operating income and expenses, and \$435,447 bond and interest payments. The FY2021 rates were set as follows:

WWMDC FY 2021 Rates			
Category	Rate	Units	Approximate Share of Revenue
Discharge Capacity (based on user's allocated capacity)	\$6.35	\$/ccf	~ 80% of user fees
Tier 1 (water usage up to 50% of allocated capacity)	\$4.77	\$/ccf	~ 20% of user fees
Tier 2 (water usage in excess of 50% allocated capacity)	\$14.30	\$/ccf	

Commission Membership and Staffing

The WWMDC began FY 2020 with two members: Rick Greene, Chair, and Uday Virkud. Michael Gitten was appointed as the third member in March 2020. Uday's term expired June 30, 2020.

Two factors led to a reduction in the number of Commission meetings in FY 2020. When the Board was operating with two members in the fall of 2019, it was unable to establish a quorum for an extended period due to international travel obligations of one member. Then the Board suspended four months of meetings (February through May) as a result of the Town's pandemic protocols.

The Commissions Account Specialist continues to work on administrative issues, communicating with other Town departments, and managing the Board's financial reporting.

PUBLIC SAFETY

Fire Department

The mission of the Wayland Fire Department is to provide the finest possible fire, rescue, and emergency medical services to all those who 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 department is managed by an administrative staff consisting of a Chief, an Assistant Chief, and a part-time administrative assistant. There are four work groups that protect the town 24 hours a day, seven days a week. Each shift has an officer and 3-4 firefighters at Station 1 who are charged with responding with the ambulance, ladder, or engine depending on the call. There are two firefighters at Station 2 who respond with an engine to all calls within the town.

Personnel Changes

The department experienced many changes this year in the areas of retirement, promotion, and new hires. Retirements included: Lieutenant Robert Knox and Firefighter/EMT William Leone. We would like to thank each of these individuals for their commitment and service to the Town of Wayland.

Firefighter/Paramedic Alexiss Wheeler was promoted to Lieutenant, making her the first female officer in the Wayland Fire Department.

We hired an Assistant Chief and two new Firefighter/Paramedics. The Assistant Chief's position was filled by Richard Ripley. We hired Caitlyn Kulakowski and Edward Moussouris for the Firefighter/Paramedic positions. The department continues to hire Firefighter/Paramedics to increase the total number of paramedics available to respond to medical calls.

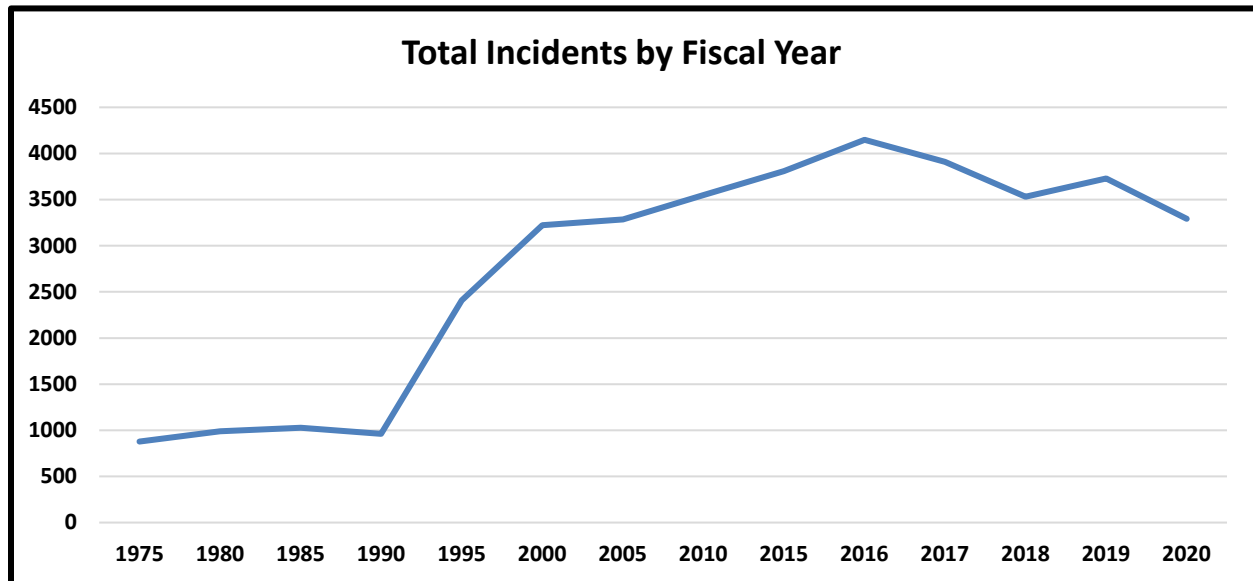
Incident Response

An antenna for the public safety radio system was struck by lightning in early July, which rendered the Wayland police and fire radio frequencies inoperative. An immediate action plan was implemented while repairs were made, but this incident revealed significant deficiencies and a lack of redundancy in the current system. As a result we have developed a multi-year plan to improve our radio system infrastructure and reliability.

This year was a difficult and challenging year given the COVID pandemic. The pandemic required us to quickly adapt to a rapidly changing environment and to modify practices to ensure the safety of our staff and patients. This included changing our response, cleaning, and personal protective equipment protocols among others. We were fortunate that we began the pandemic with a supply of personal protective equipment because of purchases made by the Health Department and the emergency management team in prior years. The Massachusetts

Emergency Management Agency also played a critical role in providing essential supplies throughout the pandemic. While the COVID pandemic resulted in a decrease in the number of emergency calls this year, it did increase the complexity of providing emergency services.

The department responded to 3,293 calls for service in FY 2020.



Fire Loss

In FY 2020, the total property damage loss from fire was valued at \$854,802 which includes seven structures and their contents. There were no injuries or loss of life in our community due to fire. The numbers, although slightly higher, continue to be positive based upon the number of structure fires within the community. These results are significantly influenced by safety codes, fire education, and fire prevention efforts.

Property Damage – 6 Year Comparison by Fiscal Year

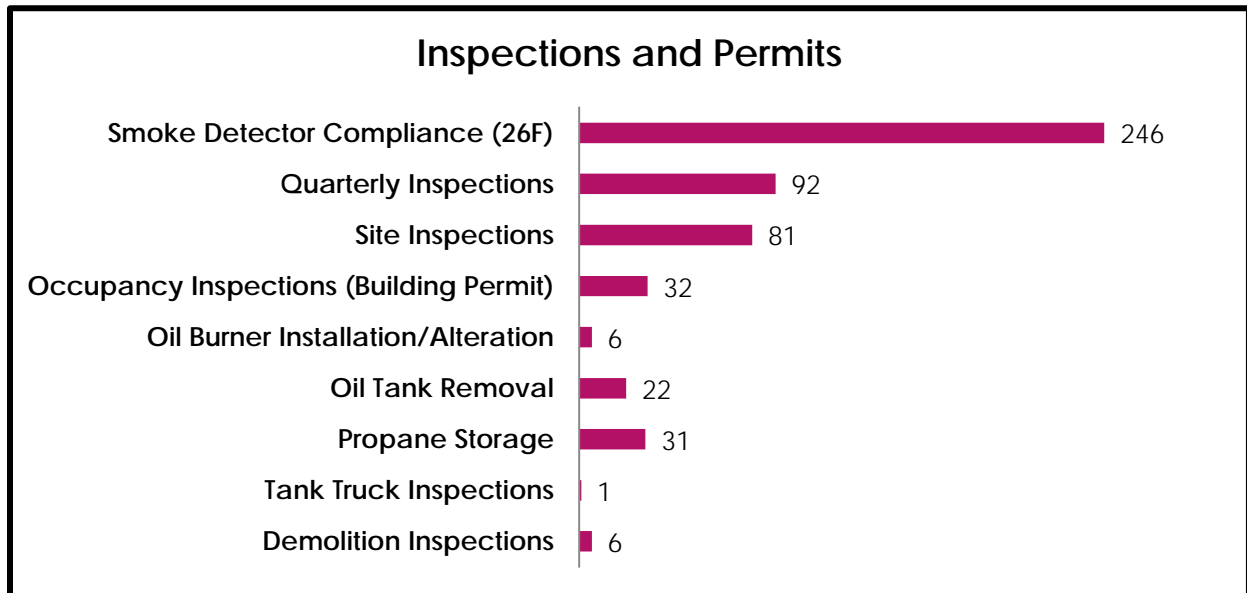
Fiscal Year	Loss	Fiscal Year	Loss
2020	\$854,802	2017	\$372,276
2019	\$31,000	2016	\$1,003,545
2018	\$63,300	2015	\$160,356

Inspectional Services and Permits

The department conducted over 517 inspections. The type of inspections varied, but the majority were smoke detector inspections completed for home sales.

Our inspectional team is responsible for the coordination of all plan reviews and technical inspections for new construction and renovations. They work closely with the Building

Commissioner to jointly enforce fire protection regulations. They are also responsible for all code compliance involving fire protection codes.



Fire Education

Our education team continues to be active in the community and focuses its efforts on the education of residents from pre-school age to adults on fire-related topics. We offer a robust menu of educational opportunities and prevention programs. They include:

- SAFE (Student Awareness Fire Education)
- Senior SAFE
- Way-Secure
- Internships for high school students
- Citizens Fire Academy
- Battery-operated smoke and carbon monoxide detector installations
- Home safety inspections

The fire education team includes Captain Dan Buentello, Firefighter Todd Winner, Firefighter Patrick Walkinshaw, and Firefighter Lindsay Byrne who continue to find new and creative ways to enhance safety through education.

Revenue and Grant Activity

The department continues to pursue grant opportunities to fund the purchase of equipment and supplies to support the department and our public education activities. We received grants from numerous organizations that include:

- The Department of Fire Services – fire education funds for the SAFE and Senior SAFE programs

- FEMA Assistance to Firefighter Grants - to purchase new portable radios
- Middlesex Savings Bank – defibrillators and fire education materials

The inspectional and ambulance funds generated by the fire department have been used by the Town to fund capital budget purchases for the fire department and to offset the cost of operating the town. The department generated \$28,900.00 in inspectional fees (licenses, permits, and alarm monitoring) and \$688,686.93 in ambulance fees.

I would like to thank the personnel of the Wayland Fire Department for their commitment and dedication, and the level of service they provide. I would also like to thank the residents of Wayland for their continued support of the fire department.

Respectfully submitted,

Neil W. McPherson
Fire Chief

Police Department



The mission of the Wayland Police Department is to work with all citizens to preserve life, maintain human rights, protect property, and promote individual responsibility and community involvement.

The Wayland Police Department follows the Community Policing model. Community policing is, in essence, a collaboration between the police and the community that identifies and solves community problems.

New Officers:

- Officer Colin Whitney
- Officer DaLonn Pearson

Citizen's Police Academy

During the months of October and November, fourteen residents partook in an eight-week Citizen's Police Academy. Residents had an opportunity to get an inside look at the Wayland Police Department, meet a number of officers, and learn about various aspects of law enforcement. Classes included: A History of the Wayland Police Department, Criminal Law, 911 and Emergency Communications, Constitutional Law, Motor Vehicle Law, OUI Enforcement, Domestic Violence, Criminal Investigations.

Participants had an opportunity to "ride-a-long" with a patrol officer, and experience what a Wayland Police Officer does on a daily basis. The classes were taught by Wayland Police Officers.

Massachusetts Police Accreditation

The Wayland Police Department was awarded a certificate of Re-Certification in the Massachusetts Police Accreditation Program

The Massachusetts Police Accreditation Program is accreditation process for police agencies across the Commonwealth. The process consists of two major components: (1) the establishment of a body of professional standards for police agencies to meet, and (2) a voluntary assessment process by which agencies can be publicly recognized for meeting those standards considered best practices for the profession.



The program involves a thorough self-assessment by the police department to determine if they are compliant with program standards. Following the internal review or self-assessment, the Police Chief will request an external, peer review by Commission-appointed assessors. The Certification Program consists of 159 standards, all of which are mandatory. Since these 159 standards are part of the 257 mandatory standards for accreditation, certification is a significant milestone towards accreditation.

Benefits to participating in the Massachusetts Police Accreditation Program:

- Provides a norm for an agency to judge its performance.
- Provides a basis to correct deficiencies before they become a public problem.
- Requires agencies to commit their policies and procedures to writing.
- Promotes accountability among agency personnel.
- Provides a means of independent evaluation of agency operations for quality assurance.
- Enhances the reputation of the agency and promotes public confidence in the agency

COVID -19

At the beginning of the pandemic, the Town of Wayland was ahead of most towns and took protective measures to educate, train and protect employees and residents concerning the coronavirus. Wayland was well prepared and had an adequate supply of Personal Protective Equipment (PPE) for the Town's first responders and public safety employees. Town departments shared their resources and were very careful with the distribution of this equipment. The Massachusetts Emergency Management Agency (MEMA) provided the Town with additional needed supplies and equipment to keep our officers and first responders safe.

Our mission has always been to serve the community and promote public safety. The police department has been able to maintain its ability to respond to all emergency situations during the pandemic. Scheduling and assignment changes were made to ensure that responders were be able to continue to provide police services to the town.

Officers helped with the delivery of food and medication to families in need of these services. Our officers assisted in educating and informing residents follow new social distancing guidelines. Our officers have assisted school sports teams and groups to safely coordinate small drive-by parades. On several occasions the Wayland Police and Fire Departments have been asked to drive by to wish a young child that can't have a party, "Happy Birthday" and make

their day memorable. We also assisted businesses and religious communities with best practices for safe reopening.

Training

Our officers are required to attend at least forty hours of in-service training each year. With the restrictions on gatherings, the Municipal Police Training Academies suspended classes at the police in-service training academies. We have adapted to the current situation and several of our officers have completed their required annual training on-line.

Additional training seminars:

- Identifying the Imposter
- Use of Force
- Taser
- Executive Development
- Supervisors Field Standardized Field Sobriety Test Update
- License Plate Reader
- Trauma Behind the Badge
- Breaking & Entering Evidence Recovery
- Firearms Legal Update
- Police Prosecutor Seminar
- U.S. Secret Service – Financial Crimes
- School Safety – Best Practices from the FBI
- Critical Incident Management System
- Drugged Driving Detection
- Field Training Officer
- Glock Firearms Armorers Course
- Interview & Interrogation
- Supporting Women in Law Enforcement
- School Threat Assessment
- Preventing Targeted Violence and the Impact of Gun Control
- Automobile Stops, search & Exit Orders
- Courtroom Success
- Firearms Instructor Development
- Video Surveillance Systems
- From Trauma to Addiction
- Metro-LEC Basic SWAT School

In fiscal year 2020, we continued in our efforts to reduce 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 greatly reduced this year. Last year officers responded to 336 motor vehicle accidents, this year they responded to 273. I believe the 23% reduction was due to the decrease in motor vehicles on the roads during the COVID-19 quarantine period.

Officers responded to a total of 15,829 total incidents this year. Our officers conducted 2,401 motor vehicle stops. A total of 37 arrests were made this year, 7 of the arrests were for Operating Under the Influence of Alcohol. Officers also issued 104 criminal summonses for various criminal and motor vehicle offenses.

Safest City in Massachusetts 2020

Once again Wayland was rated at the #1 Safest City. According to Alarms.org, a company that specialized in supplying consumers with everything they need to know about home security and safety. "Wayland is the safest city in Massachusetts, and perhaps the entire country." The Middlesex County city has earned recognition for its excellent public education system, as well as for being a great place to raise a family, and its low crime no doubt contributes to this status. Wayland recorded just one violent crime and very low property crime in 2018, resulting in crime rates beyond comparison.



This ranking is a result of the hard work and dedication of all public safety personnel and the tremendous partnership between the police and the community.

Respectfully submitted,

Patrick J. Swanick
Chief of Police

Auxiliary Police Department

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. Due to COVID19 many ride along were cancelled from March to current

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 forty (40) 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. Due to COVID19 many trainings were cancelled

Turnover Rate

The Auxiliary Department is currently made up of 5 Officers. We have had 1 officer leave us this year to be full time with the Transit Police Department..

Special Events

Due to COVID19 many events were cancelled.

Special Thanks

Thank you to Chief Patrick Swanick, Lieutenant Sean Gibbons and Sergeant Christopher Custodie for their support and guidance in this program. 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

4 Tours of Duty	35 Hours
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Special Assignments

Details	300 Hours
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Training Assignments

Monthly Meetings	80 Hours
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Firearms Training	20 Hours
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In-service Training	180 Hours
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<u>Total Donated Hours</u>	615 Hours
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Dollar value based on entry-

level Police salary of

\$25.35 per hour	\$15,590.25
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Local Emergency Preparedness Committee

Wayland's Local Emergency Planning Committee (LEPC) is a group of elected and appointed community representatives who meet for the purpose of promoting and facilitating the pre-, present and post-incident safety of all Wayland residents and business owners. LEPC takes an

“All-Hazards” approach to public safety, emergency preparedness and public health, which include hazardous materials incidents, natural disasters, manmade and terrorist events. Wayland’s LEPC goal is to manage public expectations and address emergency preparedness concerns for the community by establishing a Continuity of Operations Plan (COOP) for town government, promoting and advocating for public education while improving communications before, during and after emergent events.

This year the LEPC Committee underwent a change in its operation. The LEPC Committee now consists of a smaller group of “Internal Stakeholders/Decision makers.” The purpose is to have members who are able to make critical town decisions in emergency situations. These positions included: Town Administrator, Police Chief, Fire Chief, Board of Health Director, DPW Director, Human Resources Manager, Finance Director, IT Director, Facilities Director, LEPC Chairman. Other department heads will be included in LEPC discussions and decision making as specific situations arises.

The LEPC focuses on Wayland’s needs during an emergency situation; whether the emergency occurs from localized acts of nature, accidents, technological incidents or terrorism related events. Your LEPC is available 24 hours per day/7 days a week and is continuously monitoring to assure that your community is (1) Prepared for the next unforeseen emergency, (2) that we are ready to Respond promptly & efficiently, (3) that we are ready to facilitate a short term & long-term Recovery plan when needed and (4) to Mitigate the problem as quickly and as efficiently as possible.

In addition to the active participation of Department Heads, a critical component of our community preparedness comes from the much-appreciated “volunteer” efforts of Wayland’s Community Emergency Response Team (CERT) and its Medical Reserve Corps (MRC will report their activities in the Public Health Annual Report). During this past fiscal year Joe Gordon, Wayland CERT Coordinator, supervised the following CERT activities, with the assistance of Rick Broomer. Wayland CERT has 29 Members, plus 2 who are in training and have not yet taken the Basic Course. Of the 29 Members, approximately 15-19 are active at any one time. Some activities that CERT held during the year were as follows: attended Town’s Hazard Mitigation meeting, Weather Course, meeting with Fire Chief, tour of MEMA Bunker, Red Cross Shelter Course, Border Protection with Canine Units, CPR and First Aid Training, stood standby for the Coronavirus, inventoried trailer, delivered masks, goggles, gloves, gowns to the Fire Dept., and stood by to assist with Town election. All training was suspended March 16 - June 30 due to COVID-19. Training sessions for cribbing, shelter drill, and fire suppression were temporarily suspended. Planning for CERT training Course to be held in the fall presently on hold due to COVID19.

During this past year LEPC members participated in the following activities:

- Made a public presentation to the Wayland Citizen’s Academy outlining what the LEPC is and does for the community.
- Worked with Department Heads to identify, within their own department: (1) What were three critical **ASSETS** that most needed to be protected? (2) What were the **THREATS** to these **ASSETS** (cyber-attacks, weather event, fire, a pandemic virus, etc.)? What are

you trying to protect against? (3) Assess what are the **VULNERABILITIES/WEAKNESSES** in your efforts to protect? (4) Identify these **RISKS**. (5) How do you **MITIGATE** the situation as rapidly as possible? Being a **RESILIENT** community means we have the ability to prepare for, adapt, withstand and recover rapidly from all potential threats or incidents. This exercise gives all participants a better understanding of how prepared their department is and what areas may need more attention.

- Held table-top exercises concerning flooding and pandemic viruses.
- In March of this year, Wayland came face-to-face with what is now known as COVID-19, the pandemic virus that swept across the world.

The Local Emergency Planning Committee is chaired by Doug Leard, who works under the direction of the Town Administrator Louise Miller, Police Chief Patrick Swanick, Emergency Manager and EM Coordinator Fire Chief Neil McPherson. Doug is a retired professional firefighter/EMT with a Master's Degree in Emergency Management. He volunteers his time to Wayland's LEPC Committee. He is a member of the International Assoc. of Emergency Managers and is the National InfraGard Emergency Services Sector Chief. (InfraGard is a nation-wide partnership between the Federal Bureau of Investigation (FBI) and members from the private sector.) Doug represents the Emergency Support Function (ESF)-5 at MEMA, which addresses the needs of business and industry during a major event.



The Wayland Emergency Shelter is located in the Wayland Middle School.

Each and every Wayland resident, family member, business owner and employee needs to have a discussion about what you should do if an emergency situation happened to you at work, at home, or in your community. As they say, "When an emergency happens, then is not the time to ask for business cards." Remember, if/when the emergency event happens, you may not be together as a family or group! Wayland's fire/police/EMS may be tending to the emergency needs of others and may not be available to immediately answer your call. **HAVE A PLAN! KNOW WHAT TO DO!**

If you have any questions or would like further information please go to <https://www.wayland.ma.us/emergency-management> for contact information.

FEMA offers on-line preparedness courses (i.e. IS-100, 200 & 700) at no cost at <https://training.fema.gov/is/crslist.aspx>. Town employees and the general public are encouraged to take advantage of this great opportunity to become better prepared. You owe it to your family!

Thank you to all department heads, town employees, committee members, Wayland residents and business owners. Your attention to details and participation is appreciated by ALL!

Remember, you control the threat or the treat controls you.

Please be safe.

Doug Leard, MS-EM

Chairman, Town of Wayland Local Emergency Planning Committee

Animal Control Officer

TOTAL NUMBER OF INCIDENTS	943	TOTAL QUARANTINE ORDERS	
Complaint Calls	35	ISSUED/RELEASED	85
Lost Dog Calls	34		
Lost Cat Calls	8	TOTAL CITATIONS ISSUED	171
Other Cat-related Calls	6	<i>For No License</i>	
Animal/Wildlife Calls	124		
Miscellaneous Calls	396	DECEASED ANIMALS DISPOSED OF	52
TOTAL ANIMALS PICKED UP	6	SPECIMENS SENT TO STATE LAB	2
		<i>1 Bat; 1 Raccoon</i>	
TOTAL HUMAN/ANIMAL-ANIMAL			
BITE CALLS	22	KENNEL INSPECTIONS	2

Dog Control Appeals Board

The Dog Control Appeals Board (DCAB) exists for the purposes of adjudicating disagreements between the Town's residents and the decisions of the Animal Control Officer. DCAB hears evidence from both sides of a complaint, as well as the Dog Officer, and then makes a recommendation to the Board of Selectmen for a final decision.

During the past year, no such disagreements arose and the committee, therefore, had no purpose to meet.

COMMUNITY SERVICES

Council on Aging

The Wayland Council On Aging provides programs and outreach services to and on behalf of seniors to enhance quality of life and promote independent living. Under the federal Older Americans Act (OAA) enacted in 1965, the COA serves residents 60 years of age or older as well as residents of any age requesting information and referral in caring for an older family member. Approximately 28% of Wayland's population is sixty years of age or older. The Council On Aging's numerous partnerships with area agencies, organizations, businesses, municipal departments and caring residents are essential in COA's ability to provide service to so many individuals.

COA programs and services are varied and designed to provide critical connections for residents experiencing a challenge with nutrition, transportation, housing, legal, home care, elder abuse, financial or other issue. The numerous programs and trips offered provide an outlet for education, cultural, and social benefits. The provision of networking opportunities are important for everyone to feel an integral part of the community. Wayland's younger residents and their families network through school activities. For older residents, the COA is the networking hub.

Increasing condominium and rental options have attracted numerous older adults to move to Wayland. That number will increase with the completion of River's Edge and other approved housing initiatives. Many residents have relocated to Wayland to be closer to their families and offer assistance with childcare. Others have downsized from area communities.

The Council on Aging saw continued growth in FY 2020 with the number of people accessing services and programs as evidenced by reservation numbers, wait-lists, appointments, phone calls and drop-ins. The community intergenerational events hosted by the COA every summer attracted a wide variety of ages. The five week outdoor concert series, in its ninth year, featured local bands playing a variety of musical genres- including country and Oldies. Limited counseling space created a challenge in the fall 2019. COA scheduled over 400 SHINE appointments for Health Insurance consultations.

The COA could not have accomplished all that we did without the help of approximately 120 dedicated volunteers. Whether they delivered meals, drove residents to medical appointments, served as board or committee members, or helped us get each month's newsletter in the mail, volunteers are essential to the work we do.

During FY 2020, COA's 30 Meals on Wheels volunteers delivered hot meals to approximately 35 residents Monday through Friday (~9500 meals per year). Our 25 FISH (Friends in Service Helping) volunteers gave rides to more than 20 residents, many repeatedly, who had no other way to get to medical appointments.

One of our biggest volunteer efforts is the annual Children's Holiday Shoppe in early December. Approximately 80 volunteers helped make the 2019 Holiday Shoppe a success, including members of the Wayland Police and Fire Departments, teachers from the Wayland Public Schools, Girl Scouts, members of the Wayland/Weston Girls Hockey team and many regular COA Volunteers. More than 250 children shopped for gifts. The gifts were all wrapped by volunteers before the children rejoined their waiting families.

The COA suspended all volunteer activity in March 2020 due to COVID-19. Meals continued to be delivered to Wayland recipients by BathPath Elder Services, the agency that manages the Meals on Wheels program for Wayland. By the end of the third quarter, a state of emergency had been issued by the Commonwealth due to the widespread pandemic. It challenged everyone.

With the closure of the Wayland Town Building, a complete restructuring of COA program and service delivery was necessary to respond to the surge in requests for COA services, information and referral. Fear of the unknown with COVID-19 created uncertainty and anxiety. With so many news sources repeatedly reporting COVID-19 positivity rates, death rates, the bare grocery shelves, the stress and fear of it all was unsettling to many residents. Youth and Family Services partnered with the COA to offer counseling services to those in need.

The learning curve was steep as we developed efficiencies in working remotely, processing emails, phone calls, etc. so as to be responsive to residents. Town-wide telephone broadcast alerts (similar to a Reverse 911 call but only to older adults) were initiated to inform residents about resources available using a phone or computer.

COVID-19 arrived at the time COA had scheduled more than 100 residents to have their tax returns completed for the April filing deadline. With the state of emergency, COA luncheons, lectures, fitness classes, health insurance, legal counseling were all canceled. COA's medical equipment loan closet was suspended given COA's inability to sanitize equipment while working remotely. The COA 16 passenger van trips were canceled as well as FISH volunteer transportation to medical appointments due to our inability to socially distance passengers and drivers per CDC guidelines in personal vehicles.

In an effort to fill the loss of group gatherings, the COA:

- ❖ Partnered with local cable station WayCam to air COA program "In-Sights; mastered Zoom logistics, to present speakers, tutorials and interactive educational sessions
- ❖ Waived user fees since March to encourage participation and reduce barriers;
- ❖ Created additional newsletters to stay in touch with residents, (many of whom do not use a computer) prepared weekly e-Blasts and sent out telephone broadcast alerts.
- ❖ Pivoted from providing on-site information and referral services to a phone-based system that included proactive outreach to seniors at risk
- ❖ Applied for and received a COVID-19 transportation grant to assist seniors to get to medical appointments or essential services such as groceries, prescriptions

By June 2020, AARP approved Wayland as a pilot site for income tax assistance, given the COA's strict guidelines and comprehensive mitigation plan. Resident temperatures and COVID Tracking forms were completed for those with appointments. Residents waited in their vehicles until their tax appointment time. All residents who had previously scheduled appointments before the pandemic, were able to be accommodated.

Friends of the Wayland COA's financial support for fitness instructors and lecturers enabled the COA to waive user fees as seniors experimented with WayCam and Zoom to better understand the immense benefits of "connecting." The Friends consistent, creative and invaluable support of COA programs was vital to the COA as well as residents in the community.

We are grateful to the people and organizations that partner with us to serve Wayland's older adults including Wayland Fire and Police, Youth and Family Services, the Health Department, Wayland Public Library, Recreation Department, BayPath Elder Services, the COA volunteer team and the Friends of Wayland Council On Aging Inc.

Senior Tax Relief Committee

In FY 2020, the Senior Tax Relief Committee continued to evaluate the effectiveness of existing tax relief options in Wayland and explore options 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. Creating community awareness of state tax and local tax relief options as well as proposed tax relief legislation and initiatives supported by the Massachusetts Council on Aging remain priority importance to the Senior Tax Relief Committee.

The Senior Tax Relief Committee (7 members) is appointed by the Board of Selectmen and previously met on the second Wednesday of odd numbered months at 9:30am in the Town Building unless posted otherwise . That schedule was interrupted in March 2020 with the onset of the pandemic. The Senior Tax Relief Committee had the following membership in FY 2020: Linwood Bradford (Co-Chair), Joan Bradford (Co-Chair), Anne Gilbert (Clerk), Pauline DiCesare, Steve Colella, and Markey Burke. The Committee has one vacancy. Julie Secord, Director of the Council on Aging (COA) attends the tax relief meetings as the COA liaison. The Director of Assessing serves as an informational resource to this Committee.

Senior Tax Relief Co-Chairs Joan and Linwood Bradford continued to serve as liaisons to the MCOA Property Task Force. MCOA tax relief meetings during FY2020 were limited. It is anticipated that in FY 2021, MCOA will reintroduce their regularly scheduled meetings. The meetings are informative and member communities welcome the opportunity for increased awareness of legislative actions to help guide their Senior Tax Relief agendas and community education.

The Valor Act Property Tax Credit Program Wayland Veterans Services was offered in FY 2020. Applications were available on-line, in the Assessor's Office as well as the Selectmen's Office. Veterans presented a copy of their DD214 discharge papers as part of the application process.. Veterans who reside in their owner occupied homes are eligible to apply. A maximum tax credit of \$1,500 was applied to the property tax bill for eligible participants who assisted municipal departments. Positions included foot bridge building for conservation, flu clinic assistance in the Health Department, library and classroom support in the elementary schools, etc. If a veteran is deceased and the spouse resides in the property as the owner, the spouse is eligible to apply for the program. Full details on the structure of the program are available on line or by requesting a written copy. Kathleen Buckley, Human Resources Manager administers the program. On the last day of the FY 2020, the Wayland Town Building was still closed due to the pandemic. The ability to offer the Valor Act program will be predicated on Covid-19, the current state of emergency in the Commonwealth and the re-opening of Wayland Town Building.

The Senior Tax Work Off program, administered by the Wayland Council On Aging, also had to end their program early due to COVID-19 and the closure of the Wayland Town Building. On June 30, 2020, the Tax Work Off program was still on hold due to the pandemic. A delayed start date for the FY21 Senior Tax Work Off program is anticipated.

In January 2020, Senior Tax Relief Committee started a review of tax relief options in neighboring communities. That initiative was placed on hold due to COVID-19. Another initiative undertaken by the Senior Tax Relief Committee was to increase the qualifying income parameters of the statutory exemptions at the state level so those eligible in Massachusetts would all benefit. This became a stalled initiative in the state legislature. Wayland STRC will determine in FY 2021 if increasing the qualifying income parameters of the statutory exemptions through a local option would be the optimum approach to benefit qualifying Wayland residents.

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

The Wayland Community Fund completed another successful year in which it was able to meet numerous requests for financial help. Originally funded by a bequest from Suzanne Leavitt, the Fund has been supported primarily by contributions from Wayland residents and businesses for the past nine years.

During FY 2020, the Community Fund provided \$32,276.20 in short-term assistance to Wayland residents who were experiencing financial hardship. Rent accounted for 43% of the bills paid, overdue utilities accounted for 26%, with the remainder covering a wide variety of expenses including medical costs, food, clothing, transportation expenses, and children's needs. The

Wayland residents who were helped included elderly individuals with serious illnesses, single parents who were unemployed or seriously ill or disabled, and grandparents and extended family members who are raising children without sufficient resources. This year a number of families faced a sudden loss of income due to the Covid-19 pandemic, and we expect this negative economic impact to continue well into FY 2021.

In FY 2019 donations fell by 50% from FY 2018, and requests for assistance increased by 21%. For the first time in a decade, the decision was made in August of 2019, in consultation with the Commissioners of Trust Funds, to transfer funds from the Suzanne Leavitt Trust Fund to the Community Fund's checking account to replenish the resources available for use in FY 2020. In addition, with the assistance of the Treasurer's Office, an online portal for donations was established. Local residents, businesses, and Town employees responded to our fundraising publicity with record generosity, especially during the early months of the pandemic.

Applicants must submit a request that includes financial information, which determines their eligibility for assistance. The Fund does not provide cash; bills are paid directly to the vendor. Since it was established in December of 1997, the organization has provided over \$594,000 in urgent assistance to residents of Wayland.

The Community Fund is staffed by five unpaid volunteers. It receives no public or taxpayer funding. There are no overhead costs, as the volunteers themselves pay for mailings, brochure preparation, printing, and all incidental expenses. Every dollar that is contributed goes directly toward helping people in Wayland.

Respectfully submitted,
Lynn Dowd
Chair

Housing Authority

In 1970, the Wayland Housing Authority (WHA) was organized under the Massachusetts Housing Authority Law, G.L. c. 121B. In 2020, we are celebrating WHA's 50th anniversary of service to the Town and our shared history of promotion and provision of affordable housing in Wayland!

The other big news of the year is the impact of COVID-19. In March, knowing that most of our tenants are in higher-risk groups, the WHA promptly initiated health and safety precautions to protect staff and residents. The WHA has remained operational during the pandemic, providing essential services to our residents while deferring non-emergency maintenance and repairs, modifying staff schedules, and working with new guidance from the U.S. Department of Housing and Urban Development (HUD).

The WHA, which is funded and regulated by the federal government through HUD, provides, maintains, administers, and advocates for housing for low- and moderate-income people in Wayland. The WHA's five-member Board of Commissioners provides policy direction and oversight while its talented professional staff runs the housing programs and maintains WHA properties. We were sorry to lose Miriam Andrews from the Board and we extend our appreciation for her service to the WHA Board and residents.

Though independent of the Town, the WHA enjoys a collaborative relationship in pursuit of our shared interest in promoting, creating, and preserving affordable housing in Wayland. This fiscal year, the WHA made a \$43,540 Payment in Lieu of Taxes to the Town. The WHA appreciates the Town's ongoing support of low-income public housing.

Keeping the WHA properties in good condition is a priority that we achieve thanks to excellent ongoing maintenance and a forward-thinking capital improvements plan. Capital improvements included the Cochituate Village Apartments' (CVA) roof replacement, window and door replacements, septic upgrades, and tree removal. The WHA continues to be designated as a High Performer in the HUD Section Eight Management Assessment Program and is a Standard Performer in the HUD Public Housing Assessment Program.

The WHA continues to operate at full capacity and has very low turnover in our housing units. The waiting time for an applicant to have a move-in opportunity for the 111 subsidized public housing apartments at the CVA and Bent Park for elderly and/or disabled low-income tenants and 25 scattered sites for low-income families is still 3+ years for eligible Wayland-connected applicants (who receive a preference in placement) and 5+ years for others.

We are able to support tenants leasing in the private housing market through Section 8 mobile housing assistance payment vouchers. The rising cost of rental housing in eastern Massachusetts has left WHA underfunded for its Section 8 rental assistance program. Fortunately, HUD has provided additional shortfall funding, so the program has remained fully funded without impacting the participants.

The WHA participates in the Family Self-Sufficiency (FSS) program to support tenants' move toward financial independence. The pandemic has impacted FSS clients' employment options and stability. Five participants who were working full- or part-time (primarily food services or childcare) are now receiving unemployment. Thankfully, 10 participants were able to continue working by switching to remote work or by working in the healthcare industry. One participant successfully transitioned from employment in a school to employment in a congregate care facility.

The WHA works closely with other housing-related committees. WHA members serve on the Housing Partnership (which WHA employee Katherine Provost now chairs), Community Preservation Committee, and Affordable Housing Trust (WMAHTF). The WHA actively supports Town efforts 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 WHA continues to monitor Chapter 40B affordable units at Oxbow Meadows and rental units at Wayland Town Center and Hammond Road. In addition, the WHA is providing property management services for the WMAHTF's affordable unit at Hammond Road.

Visit our pages on the Town website for information about applying for public housing or to understand more about affordable housing in Wayland. Also watch for more information about our 50-year history in Wayland. We're excited to share it with you, whenever public health considerations allow us to gather and celebrate! Thank you for your support.

Housing Partnership

The Wayland Housing Partnership (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; establishes criteria to evaluate affordable housing proposals; makes recommendations on the pros and cons of particular housing proposals; identifies local, state, and federal housing resources to further development; locates available land suitable for development; reviews land use regulations and zoning bylaws; works with developers of affordable housing; and increases 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 Wayland Housing Authority, Planning Board, Conservation Committee, School Committee, the Wayland Interfaith Leadership Association, and three members from the community at large. Members serve for staggered three-year terms.

The WHP met six times during the fiscal year: August 6, 2019; September 17, 2019; October 23, 2019 (joint meeting with Wayland Housing Authority, Municipal Affordable Housing Trust, Planning Board); November 19, 2019; January 7, 2020; February 25, 2020. Since early March, meetings and active discussions were put on hold as the Covid-19 pandemic forced the state of Massachusetts into a state of emergency and halted most activities.

In addition to the meetings listed above, several members participated in meetings through the end of February concerning several potential projects. WHP continued to advocate for the development of group homes for adults with disabilities, and members met with the Pastor of the Peace Lutheran Church concerning his church's interest in using a portion of their land for affordable housing or for a group home. Those discussions are continuing. In addition, WHP

member Father David O'Leary moved forward discussions with the Archdiocese's Office of Urban Affairs to assess site feasibility on the property at St. Ann's. The Office of Urban Affairs agreed that up to 12 units could be built, and intends to move forward to secure funding.

The WHP revisited its discussion about accessory dwelling units (ADUs), reviewing data prepared by the Town Planner's office concerning 40 ADUs in Town. Twenty-seven of these homes created ADUs after the Town's by-law was enacted in 1996. WHP is committed to finding ways to better advertise and advocate for households to create ADUs in order to meet the Town's various housing needs, including housing for older residents to "age in place". Advertising suggestions included meeting with the Council on Aging, a Buzz article, and hand-outs that summarize how to create ADUs in compliance with the Town's by-law.

The Town's Housing Production Plan ("HPP") expires on September 19, 2021. WHP sent a letter to the Board of Selectmen indicating a need for revisions to the plan, along with a funding allocation. Wayland's Assistant Town Administrator planned to include funds in the FY 2021 budget for this purpose. WHP also supported an application to the Community Preservation Committee for continued funding for a housing consultant to perform various housing services for the Town. In November 2019, Rachel Bratt contacted five possible consultants to determine availability and likely costs of producing a revised HPP. Article 14 of the Town Warrant, to be discussed at Town Meeting in September, requests funding from the Community Preservations Fund's Uncommitted Fund to prepare Wayland's HPP.

WHP invited a speaker from Citizens' Housing and Planning Association (CHAPA) to address the joint meeting of all housing-related committees on October 23, 2019. The speaker – Dana Le Winter, Director of CHAPA's Municipal Engagement Initiative, noted that CHAPA is happy to work with cities and town on issues, such as specific projects/developments, on an ad hoc basis. WHP believes CHAPA could play a helpful role in discussions regarding Launcher Way.

WHP supported a new rental assistance program for individuals with a connection to the Town of Wayland. Regional Housing Services Office (consultant for Town of Wayland) worked with Wayland Housing Authority to launch the program in early 2020. The program serves households with incomes less than 60% Area Median Income who are applying for housing in the Town of Wayland, or have a Section 8 voucher issued from Wayland Housing Authority. The program was quickly utilized by apartment-seekers and continues to be a good resource.

WHP was on track to host an educational meeting that would discuss various housing options, including ADUs, with co-sponsors in May. This initiative is tabled until it is appropriate for public meetings/forums to take place.

The WHP tracked the progress of various proposed projects:

- *Launcher Way* – This 5.6-acre property with 12 single family units on Launcher Way in North Wayland is being sold by the U.S. Government's Defense Department, apparently to the highest bidder. WHP worked with Wayland's Town Planner to advocate for the Town being able to purchase the site at a below-market price and maintain the units as affordable rental housing. WHP and Wayland's Town Planner agreed that trying to

establish a partnership with a nonprofit developer could advance such efforts.

Discussions have stalled, particularly as the state of Massachusetts entered a state of emergency in March 2020.

- *Windsor Place/School Street* – The Conservation Commission denied the permit due to septic issues and proximity to the brook. The project is in mediation with the State Department of Environmental Protection. The possible 12 units have not yet been certified with the state for Subsidized Housing Inventory (SHI).
- *Cascade Development (formerly Mahoney's)* – in mediation between the applicant and the ZBA/Town.
- *11-12 Hammond Road* – Wayland Housing Authority marketed the four-bedroom unit at 11 Hammond Road and conducted the lottery in August 2019. The unit was leased as of September 1, 2019. Mike Staiti from Municipal Affordable Housing Trust presented the new plan for the three-bedroom unit at 12 Hammond Road. The WHP executed the LIP application, which will be submitted to Department of Housing and Community Development (DHCD) for approval.
- *River's Edge* – pre-development site preparation tasks are continuing for this development. The application was updated to increase the size of the development from 190 units to 218 units, which was approved by ZBA. The development is expected to break ground in late summer 2020, with planned occupancy for 2021.
- *Michael Road* – construction completed of the three-bedroom condominium (80% AMI). Marketing for the unit is expected to commence in July 2020, with a lottery in late September.

The vacant seat on the WHP, representing the Planning Board, was filled by Daria Tucker. Rachel Bratt, chair of the WHP since 2012, decided to step down from her position as chair. Katherine Provost was unanimously elected chair, starting April 1, 2020. The WHP is immensely grateful for Rachel's dedication and leadership, and is pleased that she will continue to participate as a member.

Members: Mary Antes; Joanne Barnett; Kathleen Boundy; Rachel Bratt; Chris DiBona; Father David O'Leary; Katherine Provost, Chair; Daria Tucker; and Robi Zallen

Municipal Affordable Housing Trust Fund Board

The purpose of the Town of Wayland Municipal Affordable Housing Trust Fund (Trust) is to provide for the creation and preservation of affordable housing in the Town of Wayland (Town) for the benefit of low and moderate income households. Trustees include representatives of the Board of Selectmen (BOS), Planning Board, Wayland Housing Authority (WHA), and Wayland Housing Partnership (WHP), as well as three at-large members.

Subsequent to purchasing and renovating the four-bedroom house at 11 Hammond Road, the Trust negotiated and executed a 30-year lease agreement with the WHA, which marketed and

is managing the property. Utilizing the required lottery process, a qualified family was selected, signed a lease agreement, and moved into the house in September. The Trust then focused on completing the permitting process required to build an additional three-bedroom house on the same site, which includes pursuing a site eligibility letter from the Department of Community Development (DHCD) through its Local Initiative Program (LIP). The LIP application, which includes letters of support from the BOS and the WHP, was approved by the BOS at its June 25th meeting. The completed application will be submitted to DHCD in July. Upon receipt of the site eligibility letter, the Trust will apply for a so-called 40B permit from the Zoning Board of Appeals. The goal is to complete the permitting process this fall and construction in the spring of 2021.

Prior to the Trust's activities being curtailed by the COVID-19 pandemic, it had reviewed several properties for potential acquisition and renovation. To date no action has been taken by the Trust on any other potential acquisition.

The following is a summary of the Trust's financial activity, on a government fund basis, for the fiscal year ended June 30, 2020:

Fund Balance – beginning of year	\$ 934,885
Net change	<u>11,136</u>
Fund Balance – end of year	<u>\$ 946,021</u>

Analysis of Net Change:

Revenues:	
Investment income	\$ 17,877
Other income	<u>,119</u>
Total revenues	17,996
Project and administrative expenses	<u>(6,860)</u>
Net Change	<u>\$ 11,136</u>

At June 30, 2020, the Trust (i) maintained two interest bearing savings accounts (aggregate of \$132,511) and held seven 12-month certificates of deposit (aggregate of \$806,124) at The Village Bank, Wayland, MA, with interest rates ranging from 1.49% to 1.83% and (ii) was owed \$4,887 from the, which also holds \$2,500 of Trust cash in a restricted capital improvement reserve fund, both of which relate to 11 Hammond Road.

At the upcoming 2020 Annual Town Meeting, which has been delayed due to the pandemic, the Town will be asked to approve the transfer to the Trust of \$110,738 in designated community housing funds from the Community Preservation Fund (CPF). With the support of Town Meeting, each year there will be an article to transfer the current year's portion of the CPF set-

aside for community housing to the Trust.

Fund expenses during the fiscal year included \$2,933 for project-related capital improvements and \$3,927 for administrative expenses that included the annual audit cost and legal fees and expenses.

The Trust'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, Jacqueline Espiritusanto-Vega, Brian T. O'Herlihy, Michael Staiti, Susan Weinstein, and one vacancy

Veteran's Agent

The West Suburban Veterans' Services District (WSVSD.) includes the Towns of Wayland, Needham, Wellesley and Weston. Director Sarada Kalpee welcomed new Deputy Director, Nancy Blanchard to the district. They continue to work with their resident veterans and their families within the district to assist them to receive entitled benefits and services that they deserve in accordance with the provisions of MGL Chapter 115.

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, guidance and resources to help veterans apply and access the VA Health Care system. Our office maintains assisting veterans and their families (virtually) 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 2020, \$3,072.00 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.

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 Veterans Graves Officer is established under MGL Chapter 115 Section 9. Mr. Richard Turner, USN Ret., the Graves Officer for the Town of Wayland, has undertaken responsibilities of caring for the graves of the interred veterans from Wayland. The Veterans' Graves Officer also worked closely with the Department of Public Works to maintain a database of all veterans who are buried in the Town's cemeteries. With great pride and dedication. Mr.

Turner works cohesively with the Wayland DPW to record veteran's plots. In 2018 there were 31 veterans' burials and in 2019 there were 27 veterans' burials in the Town's cemeteries. The Veteran's Graves Officer also procured and installed replacement markers for the flags on the graves of the veterans.

Mr. Turner has also been very active with the Wayland American Legion Post # 133. The Post Commander, Paul Rufo and their members 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. This year due to the pandemic, the annual Memorial Day 2020 Ceremony was cancelled, however Mr. Turner ensured the placement of over 1,400 flags were decorated on veterans' graves in the Town's three cemeteries and one private cemetery.

Other Notable Points of Interest

- In recognition of National Purple Heart Appreciation Day, each year on August 7th the Purple Heart Flag is flown at the Town Building. This year on August 7, 2019 a ceremony to honor Purple Heart Recipients was held at the Town Building Flagpole with The American Legion Post 33 and several town officials among attendance.
- October 2019, VA Boston Outreach Coordinator, David Henke spoke to veterans and their families about available VA benefits during their annual Wayland's Veterans Breakfast.
- On Monday, November 11, 2019, our Veteran's Day Program was held at Trinitarian Congregational Church hall followed by an outdoor ceremony at Wayland's Veteran's Memorial. The names of perished Wayland Veterans and the war which they served, were read aloud. The program ended in laying a ceremonial wreath to honor all who served while ECHO TAPS – the Bugle Call, played by two buglers performed by Wayland's High School Band Members.
- In accordance with the Valor Act Wayland established the Veteran's Real Estate Tax Work off Program in conjunction with the Assessor's Office.
- In response to COVID-19 pandemic, Sarada and Nancy collaborated with Food 4 Vets to pick up and deliver meal kits from Gillette Stadium to eligible veterans within the district. Almost 400 letters were mailed to resident veterans providing information, resources and assistance available to the veteran community.
- Wayland COA in receipt of COVID-19 grant funding offered free transportation service to Wayland veterans, allowing them to make medical appointments and run certain errands.

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 Tuesdays from 9:00 a.m. to 4:00 p.m. and by appointment only 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 at home, if needed.

** In response to COVID-19 pandemic town hall is closed to the public and office hours are available by appointment only.*

Please feel free to contact us at O: 781-489-7509 C: 781-850-5504, or email skalpee@westsuburbanveterans.com or nblanchard@westsuburbanveterans.com.

Veterans' Graves Officer

The Veterans Graves Officer was established under MGL Chapter 115 Section 9 for the care of the graves of veterans.

This year the Town's Veterans Graves' Officer, Richard Turner, USN Ret., supervised the placement of 1,400 flags by the Girl Scouts on the veterans' graves in the Town's three cemeteries and in one private cemetery. From 2019 to 2020 there were 15 veteran's burials.



The Veterans' Graves Officer worked closely with the Department of Public Works to maintain a database of all veterans who are buried in the Town's cemeteries. The Veterans' Graves Officer also procured and installed replacement markers for the flags on the graves of the Town's veterans.

Youth Advisory Committee & WaylandCares

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. In response to COVID-19, Youth and Family Services extended services to all Wayland residents, regardless of age. Clients are seen at home, school, in our office in the Town Building, or via TeleHealth remote services. 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, coping with divorce, illness, other forms of loss, relationship breakups 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 wellbeing of children and families, substance use education and awareness, healthy decision making and preventative education. In collaboration with Friends of Wayland Youth & Family Services, Parent/Teacher Organizations, and other Town departments, we provide lectures, workshops, occasional community informational letters and other informative events each year.

Due to COVID-19, WYFS had to modify our programing to a remote model. During this time, WYFS has maintained full client services through Telehealth services, conducted remote youth leadership workshops, provided parent support resources to the community and assisted in connecting residents with needed assistance. As we enter the fall, WYFS looks forward to continuing to adapt services to the community needs, provide a full menu of traditional services and continue adapt to serve the community of Wayland the best we can.

Youth & Family Services continues to be the home for WaylandCares, a community-based substance abuse prevention program that promotes health and wellness in youth and families and seeks to address the underlying causes of substance use. 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. In addition, WaylandCares advises and trains active student leadership groups at the Middle School and High School who have undergone prevention training and support the WaylandCares mission on an ongoing basis.

Youth & Family Services values providing opportunities for community service. Community Service is 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 over 30 high school students for providing significant service over the previous twelve months, with a virtual awards recognition program, certificates of recognition and plan to feature community service leaders as we enter the fall.

In addition to individual clinical service, Wayland Youth and Family Services continues to offer group counseling and support through our Grandparent Support Groups, Parent Support Groups, Snack and Relax, and Youth Social Skills Groups.

For more information visit www.wayland.ma.us/wayland-youth-family-services or call us at 508-358-4293

Cultural Council

Cultural Council Members

Sean Ahern; Rebecca Ahmed; Adam Gutbezahl; Barbara Holtz; Zoe Hughes; Richard Lee; Louise Reck; Brenda Ross; Jon Saxton; Rachel Sideman-Kurtz; Kathy Trogolo; Susan Warren

The Wayland Cultural Council is part of a network of 329 Local Cultural Councils (LCCs) serving all 351 towns in the Commonwealth. The state legislature provides an annual appropriation to the Massachusetts Cultural Council (MCC), a state agency which then allocates funds to LCCs. LCCs, in turn, award grants through an application process, funding community-based projects in the arts, sciences, and humanities. This program serves as the largest grassroots cultural funding network in the nation.

In FY 2020, the Wayland Cultural Council received 27 applications totaling \$13,520. With an allocation of \$5,225, the council granted awards to 12 applicants. Recipients included the following:

- **Arts Wayland** - Piano Upgrade
- **deCordova Sculpture Park and Museum** – EBT \$1 Admission
- **Discovery Museum** – Free Friday Night Fun
- **Joseph E. Ingoldsby** – Heard Farm Heirloom Orchard Information Kiosk
- **Musicians of the Old Post Road** - The Lure of London
- **Wayland Concert Series** - Viola and Piano Concert
- **Wayland Free Public Library**, - Sunday Sips & Sounds
- **The Massachusetts Educational Theater Guild** - MA High School Drama Festival at Wayland High School
- **Upasana Odissi** - Sublime Odissi
- **Vokes Players** - Ripcord
- **Wayland Council on Aging** - Steampunk: History, Art & Technology
- **Wayland High School Robotics Team** - Wayland STEM Fair

Due to COVID-19 and the potential health risks associated with it, the council cancelled its reception planned for grantees days before it was to occur in March. The pandemic forced three projects to be adjusted with council approval: Sublimi Odissi and Steampunk programs occurred via Zoom and the Discovery Museum applied its award to discounted admissions earlier in the year.

In addition to disbursing funds, the council managed the bulletin boards in the Town Building, displaying artwork and news of cultural activities up until the Town Building was closed in March.

Respectfully Submitted,

Rachel Sideman-Kurtz
Chair

Cable Advisory Committee

The Board of Selectmen (BoS) created the 5-person Cable Advisory Committee (CAC) by unanimous vote (4-0) on October 9, 2018 under Massachusetts General Law, Chapter 207, section 301.

Mission

The mission of the Cable Advisory Committee is to advise the BoS on all issues relating to cable television (CATV) services provided within the Town. The BoS is the Issuing Authority that grants CATV franchise licenses to service providers. The CAC's principal responsibilities are to negotiate the terms of initial and renewal CATV licenses with service providers, to recommend that the BoS grant such licenses once they are negotiated, and to monitor the performance by the licensees of their obligations under such licenses in order to ensure compliance with license terms and conditions. The CAC also attempts to resolve disputes brought to its attention between CATV subscribers and CATV service providers. In addition, the CAC advises and consults with various Town organizations with respect to CATV matters on an ad hoc basis.

The Board of Selectmen appointed the following members: Doug Levine and his alternate Cherry Karlson, Jim Mullane (ex-officio non-voting WayCAM representative), Jake Mohnkern, Ken Isaacson and Lauren Zajac. The Committee held its inaugural meeting on March 28, 2019 and two subsequent meetings on April 18 and May 9, 2019. Lauren Zajac was elected as Chair and Jake Mohnkern was elected as Vice Chair. Town Counsel KP Law's William Hewig is assisting the Committee to prepare for and negotiate the renewal of cable licenses with Comcast and Verizon.

The CAC is engaged in the following steps to negotiate the contracts including the ascertainment process, creating a business plan, community surveys and a public hearing, and, ultimately, the negotiations. The Committee's work in Fiscal Year 2020 was focused on the Ascertainment Process and interviewing Town and WayCAM staff. Fiscal Year 2021 will be a busy year for the Committee as the Comcast license expires in September 2020 and the Verizon license expires in January 2023.

Respectfully submitted,

Ken Isaacson and Jim Mullane

Wayland Community Access and Media Inc. (WAYCAM)

Wayland Community Access and Media, Inc. (WayCAM) is the independent, non-profit corporation that oversees the activities of Wayland's local access station, and broadcasts on Comcast Channels 8, 9, 99 and on Verizon Channels 37, 38, 39. WayCAM has two full-time employees, Jim Mullane, Executive Director, and Mark Foreman, Production Manager. Due to Covid-19, two part-time employees' hours have been affected, with one furloughed and one working reduced hours.

Community Outreach

The pandemic and shutdown in March 2020 significantly altered WayCAM's presence in the community. To keep residents informed, WayCAM began recording all government meetings conducted via Zoom since in-person attendance wasn't feasible.

In addition, WayCAM reached out to the school district and brought special event programming to the community via broadcast. Graduation ceremonies, all four of them, as well as underclass and senior awards presentations were brought to the community through WayCAM. Despite the pandemic, WayCAM taught 10 production classes in the past year. Some were taught over the telephone, others through a closed door, and some in the studio.

Prior to the pandemic, the studio produced "Informational Videos," which are now broadcast regularly and featured on www.waycam.tv. Topics covered include: satellite studios, equipment training, set selections in the studio, production classes, membership, and WayCAM staff.

Productions, Awards, and Alumni Feedback

The student-produced Sports Update show had been on hiatus for several years. With renewed student interest, the show returned to the air this year with an updated look. Three shows were produced prior to the March closure of school. Likewise, the Honors Script to Screen class had five films in production when COVID-19 forced production to terminate and classes went remote.

As an alternative project, the class's students worked on a documentary film project, chronicling Wayland High School students' experiences while under quarantine. Students working on Sports Update joined the class and formed research teams to aid in the documentary film production.

The total number of student film awards increased to 20 this year when alumni Stuart Yamartino and student Elizabeth Francis received three international awards between them.

WayCAM reached out to graduates for testimonials on how their high school experience at WayCAM had helped them in their further studies and careers. The response included 18 letters and 11 videos, all lauding WayCAM for helping to launch their college studies and professional careers. In an article published by the Wayland Town Crier, the graduates' successes were highlighted.

WayCAM Scholarship

Graduating senior Owen Smith was awarded a \$2,000 scholarship from WayCAM, in recognition of his many contributions to WayCAM during his high school years.

Equipment Upgrades

Three new satellite studio enhancements include High Definition studios at the Wayland Community Pool, Wayland Public Safety Building, and the Field House at Wayland High School, which included an upgrade to a High Definition robotic camera.

The new turf field is now equipped with a six-camera high definition system, four robotic and two wireless manned cameras. The system facilitates field reporters and announcers. The new system will play a pivotal role in the Annual Town Meeting's outdoor broadcast from the high school complex.

WayCAM has 14 studios with 11 live feed locations. Live feed capability is in the High School Commons and the Lecture Hall in the South Building; the Public Safety Building Training Room, and the Wayland Middle School gymnasium and theater.

Production Report

During a year when activities were curtailed due to the pandemic, WayCAM actually experienced an increase in production, up by 10 programs from the year before. Production hours more than doubled, tallying 9,185 hours. Government programs numbered 423, an increase of 63.

More remarkably, on demand viewing of PEG programs tallied 24,675, an increase of 10,852 views from the prior year. Likewise, website views were recordbreaking with 44,462 total views, up from 26,192 the year before, as residents tuned into WayCAM to stay updated on community news and events.

Membership and Social Media

In addition to its website (www.waycam.tv) and Video on Demand programming, WayCAM has Facebook and Twitter accounts. WayCAM now has 65 members/volunteers.

A Voice for Residents in Unprecedented Times

During the pandemic, WayCAM has been an essential resource to town and school governing boards whose meetings were only conducted via Zoom. WayCAM played a crucial role in keeping the public informed about decisions affecting town operations and school district plans. It is obvious that WayCAM Executive Director Jim Mullane and Production Manager Mark Foreman have performed above and beyond their outlined duties during the pandemic. Their efforts have been recognized publicly by several groups. It is also noteworthy that of the high school alumni who submitted testimonials about WayCAM, a common refrain was: "I wouldn't be where I am today if it weren't for Mr. Mullane."

WayCAM's outreach and programming during the pandemic reflects a leadership team that was willing to respond quickly and professionally during a difficult time. The town is indeed fortunate to have WayCAM as a resource.

Annual Town Election – June 9, 2020

Original date of March 31, 2020 was rescheduled due to COVID-19.

Eligible Voters: 9559

Total Votes Cast: 2584

Percent of Voters: 27%

OFFICIAL

	<u>PREC 1</u>	<u>PREC 2</u>	<u>PREC 3</u>	<u>PREC 4</u>	<u>TOTALS</u>
<u>MODERATOR (1) 3 YR</u>					
Blanks	191	171	139	187	688
DENNIS J. BERRY	487	503	365	489	1844
Write-Ins	8	17	9	18	52
TOTALS	686	691	513	694	2584
<u>BOARD OF SELECTMEN (2) 3 YR</u>					
Blanks	182	274	226	177	859
CHERRY C. KARLSON	465	405	273	477	1620
WILLIAM STEINBERG	377	329	206	390	1302
DAVID V. WATKINS	343	374	319	339	1375
Write-Ins	5	0	2	5	12
TOTALS	1372	1382	1026	1388	5168
<u>SCHOOL COMMITTEE (2) 3YR</u>					
Blanks	231	257	207	244	939
JEANNE DOWNS	426	341	231	428	1426
AMANDA MILES	348	369	281	352	1350
CHRISTOPHER M. RYAN	365	413	304	361	1443
Write-Ins	2	2	3	3	10
TOTALS	1372	1382	1026	1388	5168

BOARD OF ASSESSORS (2) 3YR

Blanks	519	538	422	527	2006
PHILIP DAVID PARKS	429	412	303	434	1578
MASSIMO TAURISANO	423	432	298	426	1579
Write-Ins	1	0	3	1	5
TOTALS	1372	1382	1026	1388	5168

LIBRARY TRUSTEES (2) 3 YR

Blanks	432	453	329	402	1616
AIDA A. GENNIS	472	467	352	503	1794
LEAH B. HART	463	461	338	482	1744
Write-Ins	5	1	7	1	14
TOTALS	1372	1382	1026	1388	5168

BOARD OF HEALTH (2) 3 YR

Blanks	507	486	395	492	1880
SUSAN ERICA GREEN	442	471	317	449	1679
ARNOLD R. SOSLOW	423	423	312	447	1605
Write-Ins	0	2	2	0	4
TOTALS	1372	1382	1026	1388	5168

	<u>PREC 1</u>	<u>PREC 2</u>	<u>PREC 3</u>	<u>PREC 4</u>	<u>TOTALS</u>
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PLANNING BOARD (1) 5 YR

Blanks	223	207	186	210	826
JENNIFER M. STEEL	461	484	326	484	1755
Write-Ins	2	0	1	0	3
TOTALS	686	691	513	694	2584

BOARD OF PUBLIC WORKS (1) 3 YR

Blanks	139	167	129	166	601
DUANE E GALBI	173	230	159	168	730
ROBERT L. GOLDSMITH	373	294	224	360	1251
Write-Ins	1	0	1	0	2
TOTALS	686	691	513	694	2584

RECREATION COMMISSIONER (1) 3 YR

Blanks	176	144	119	164	603
FRANK KRASIN	88	109	100	121	418
LEANNE D. MASON	419	438	290	407	1554
Write-Ins	3	0	4	2	9
TOTALS	686	691	513	694	2584

COMMISSIONER OF TRUST FUNDS (1) 3 YR

Blanks	259	235	194	252	940
NICOLE MARIE CISELL	425	454	318	441	1638
Write-Ins	2	2	1	1	6
TOTALS	686	691	513	694	2584

HOUSING AUTHORITY

Blanks	218	223	177	201	819
SUSAN WEINSTEIN	465	465	334	493	1757
Write-Ins	3	3	2	0	8
TOTALS	686	691	513	694	2584

	<u>PREC 1</u>	<u>PREC 2</u>	<u>PREC 3</u>	<u>PREC 4</u>	<u>TOTALS</u>
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QUESTION NO. 1

Blanks	80	86	48	85	299
YES	429	435	345	461	1670
NO	177	170	120	148	615
TOTALS	686	691	513	694	2584

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Town of Wayland
41 Cochituate Road
Wayland, MA 01778