



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

TOWN OF WAYLAND

41 COCHITUATE ROAD
WAYLAND, MASSACHUSETTS 01778

BOARD OF SELECTMEN

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

Board of Selectmen

Meeting Minutes

March 12, 2018

7:00pm

Selectmen's Meeting Room
41 Cochituate Road, Wayland

Attendance: Lea T. Anderson, Mary M. Antes, Louis M. Jurist, Douglas A. Levine (7:08)

Absent: Cherry C. Karlson

Also Present: Town Administrator Nan Balmer

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

M. Antes announced that Candidate's Night is this Wednesday in the large hearing room and will be taped by WayCAM. M. Antes thanked the Police, Fire and DPW for their work during the latest storm. L. Jurist announced the rescheduled discussion of turf field material options on Wednesday at 6:00pm.

A2. Public Comment Fire Chief D. Houghton discussed with the Board the coordinated effort to deal with the impact of the last storm and showed a large stack of index cards, one for each power line and tree limb that went down during the storm. He stated they learned a lot from the storm and the team is always looking for ways to improve. He asked the Board to reach out to the DPW to acknowledge its outstanding work.

A8. Minutes: Vote to approve and release minutes of February 26, 2018 M. Antes moved, seconded by D. Levine to approve the minutes of February 26, 2018, as amended. YEA: L. Anderson, M. Antes, D. Levine, L. Jurist. NAY: none. ABSENT: C. Karlson. ABSTAIN: none. Adopted 4-0.

A9. Consent Calendar: Review and vote to approve (See Separate Sheet) M. Antes moved, seconded by D. Levine, to approve the Consent Calendar. YEA: L. Anderson, M. Antes, D. Levine, L. Jurist. NAY: none. ABSENT: C. Karlson. ABSTAIN: none. Adopted 4-0.

A10. Review Correspondence: (See Separate Index Sheet) L. Jurist called attention to the Fire Department report, Houghty's Heroes. L. Anderson noted the Federal Disposition of land on Launcher Way is very interesting. She stated the Federal Administration passed legislation in 2017 that the property needs to be disposed of to the highest bidder.

A7. Town Administrator's Report:

1. **Correspondence** None

2. **Town Office and Departmental Organization**

- N. Balmer distributed a position paper on Wastewater after two years of work. The proposed structure is needed to authorize the DPW Director to provide oversight of the two wastewater facilities. The Town is proposing a Wastewater Operations Managers position at 2018 Town Meeting. N. Balmer went over the funding and other details.

Both governing bodies (School, WWMDC) retain responsibility and jurisdiction over each wastewater facility.

A3. Public Hearing: Petition by the NSTAR Electric Company d/b/a Eversource Energy for a Grant of Location to install one new pole #19/87A on the south side of Old Connecticut Path, approximately 302 feet east of Davelin Road. L. Anderson opened the public hearing at 7:16pm. She discussed the notices given and the process of the public hearing. Christine Cosby of NSTAR came before the Board and discussed NSTAR's pole request to support a new residential development, Whittemore Lane. L. Anderson noted the Board packet contains maps, photographs and a letter from the DPW approving this request.

Andy Meyers, 213 Old Connecticut Path, asked if this is a new or existing pole. C. Cosby said it would be a new pole.

L. Anderson closed the Public Hearing.

M. Antes moved, seconded by D. Levine, to approve the petition of NSTAR Electric d/b/a Eversource Energy and Verizon New England Inc. for a joint grant of location to install a new utility pole number #19/87A and for other such fixtures including anchors and guys as may be necessary on the southerly side of Old Connecticut Path approximately 302 ft. plus or minus east of Davelin Rd. YEA: L. Anderson, M. Antes, D. Levine, L. Jurist. NAY: none. ABSENT: C. Karlson. ABSTAIN: none. Adopted 4-0.

A4. Municipal Parcel: Review draft letter to Raytheon with Public Buildings Director; Vote to sign Ben Keefe came before the Board and explained why a follow-up letter to Raytheon is necessary to request amending the AUL notice. B. Keefe will be the Town contact along with Ben Gould, the Town's LSP. In 2015, Raytheon suggested it was amenable to the Town's proposed uses and requested a meeting and further information. L. Anderson said it would be good to put a timeframe in the letter, and B. Keefe agreed. L. Anderson clarified that the Municipal Parcel is one of the four in which the town is interested in using. Appropriate parties will be copied on the letter.

M. Antes moved, seconded by L. Jurist, that the Board of Selectmen sign the letter to Raytheon regarding the amendment of Notice of Activity and Use Limitation dated Oct. 21, 1997 on the future municipal parcel at Wayland Town Center, Wayland MA. YEA: L. Anderson, M. Antes, D. Levine, L. Jurist. NAY: none. ABSENT: C. Karlson. ABSTAIN: none. Adopted 4-0.

A5. Debt Exclusions Letter: Review and vote to approve draft public letter M. Antes said she had some difficulty with the letter and thinks it needs to be reorganized. The Board offered L. Anderson several suggestions to make the letter more understandable to the public.

M. Antes moved, seconded by D. Levine, to allow the Chair to make the suggested edits and submit it for publication. YEA: L. Anderson, M. Antes, D. Levine, L. Jurist. NAY: none. ABSENT: C. Karlson. ABSTAIN: none. Adopted 4-0. The Board discussed other distributions of the memo.

A6. Annual Town Meeting Articles: Assign presenters and sign Warrant The Board agreed on the following assignments for making the motions on ATM articles:

L. Anderson: Articles 1, 2, 3, and 12.

C. Karlson: Articles 13, 14, 15, and 19.

D. Levine: Articles 21 and 23.

L. Jurist: Articles 7, 38 and 39.

M. Antes: Articles 20 (perhaps Mark Foreman, CoA/CC) and 29 (MAHT article)

M. Antes moved, seconded by D. Levine, to sign the 2018 Annual Town Meeting Warrant. YEA: L. Anderson, M. Antes, D. Levine, L. Jurist. NAY: none. ABSENT: C. Karlson. ABSTAIN: none. Adopted 4-0.

A7. Town Administrator's Report, continued:

2. Town Office and Departmental Organization, continued

- Thomas Lashmit has been appointed Town Surveyor and works with DPW/Engineering along with the Town Engineer and GIS Coordinator.
- The Town has received a number of applications for an HR Director/Assistant Town Administrator, but none had the combination of HR and Town experience warranting the high pay grade. There is an internal HR Director candidate, and there has been assistance from the Collins Center who has identified several potential candidates that N. Balmer will review. The Town could receive support from the Collins Center as well if a less experienced candidate is selected.
- E. Doucette has been appointed Assistant Town Administrator/Procurement Officer. This will be in an acting capacity until the Personnel Board makes a final decision on salary. N. Balmer reviewed the work being done in this position.
- The deadline for responses to the RFP to conduct a TA search is March 15. N. Balmer suggested that the Board also think about appointing an interim Town Administrator. More discussion can occur at the March 26th meeting.

A11. Selectmen's Reports and Concerns D. Levine said his meeting on the completion of the Rte 27/30 intersection work has been rescheduled to next week. The meeting will be attended by Rep. Gentile, a representative from Eversource and the MA DOT regional administrator. M. Antes attended the MMA's Selectmen meeting on Friday. M. Antes stated she would like to get started organizing the spring listening sessions about possible charter changes. L. Anderson attended a presentation at the COA by Brian Lynch from the MA Dept. of Revenue who talked about the Senior Tax Circuit Breaker Program. M. Antes spoke about the work of the Senior Tax Relief Committee and changes in the deadlines for the Circuit Breaker program.

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

A13. Adjourn L. Jurist moved, seconded by D. Levine, to adjourn the meeting at 7:57pm. YEA: L. Anderson, M. Antes, D. Levine, L. Jurist. NAY: none. ABSENT: C. Karlson. ABSTAIN: none. Adopted 4-0.

Items Distributed for Information and Use by the Board of Selectmen at the Meeting of March 12, 2018.

1. Draft Article on Debt Exclusions for the Wayland Town Crier
2. Article List for 2018 Annual Town Meeting
3. Letter from neighbors of 11 Hammond Road, dated March 12, re: Proposed 11 Hammond Road development
4. Memorandum from Nan Balmer to Fred Knight, Chair of the Wastewater Management District Commission and Arthur Unobskey, Superintendent of the Wayland Public Schools, dated March 12, re: Request for vote to authorize the Town Department of Public Works to provide managerial oversight of the Town and School wastewater treatment facilities

Items Included as Part of Agenda Packet for Discussion During the March 12, 2018 Board of Selectmen's Meeting

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