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TOWN OF WAYLAND

41 COCHITUATE ROAD
WAYLAND, MASSACHUSETTS 01778

BOARD OF SELECTMEN

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

Board of Selectmen

Meeting Minutes

October 30, 2017

6:40 p.m.

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

Attendance: Lea T. Anderson, Mary M. Antes, Cherry C. Karlson, Douglas A. Levine (6:44pm), Louis M. Jurist

Also Present: Assistant Town Administrator Elizabeth Doucette

A1. Open meeting and enter into Executive Session pursuant to Massachusetts General Laws Chapter 30A, Section 21(a)(3), to discuss whether the Town should pursue legal proceedings with respect to the Town's agreement with Twenty Wayland, LLC, relative to property and development located off 400-440 Boston Post Road; and pursuant to Massachusetts General Laws Chapter 30A, Section 21 (a)(2), a discussion of the Town Administrator's contract, because a public discussion of these matters may have a detrimental effect on the litigating, negotiating or bargaining position of the Town. At 6:40pm, L. Anderson convened the meeting and moved, seconded by M. Antes, that the Board of Selectmen enter into executive session pursuant to Massachusetts General Laws Chapter 30A, Section 21 (a)(3), to discuss whether the town should pursue legal proceedings with respect to the town's agreement with Twenty Wayland, LLC, relative to property and development located off 400-440 Boston Post Road; and pursuant to Massachusetts General Laws Chapter 30A, Section 21 (a)(2), to discuss the Town Administrator's contract. The Chair declares that a public discussion of these matters may have a detrimental effect on the litigating, negotiating or bargaining position of the town. Roll call vote: YEA: L. Anderson, M. Antes, L. Jurist, C. Karlson. NAY: none. ABSENT: D. Levine. ABSTAIN: none. Adopted 4-0. The Chair invites attendance by: Assistant Town Administrator and HR Director, John Senchyshyn and Assistant to the Town Administrator David Porter. The Board will reconvene in open session in approximately twenty minutes.

A2. Call to Order by Chair Chair L. Anderson called the regular session meeting of the Board of Selectmen to order at 7:15 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.

L. Anderson reviewed the agenda and asked for Announcements from the Board. C. Karlson reminded residents that they should have received a post card giving the link to the Assessor's proposed assessment of their property. The Assessors have extended the time for comment to November 3 because the mailing delivery was delayed. M. Antes stated the Wayland Concert Series continues this Saturday night at the High School. L. Anderson reminded everyone that there will be an announcement at 2 p.m. tomorrow about a MassWorks grant for Wayland.

A3. Public Comment Sally Cartwright, member of the Library Board of Trustees, introduced Sandy Raymond to the Board of Selectmen as the new Director of the Library.

Tom Hoopes, 18 Williams Rd., spoke at length about the proposed field at Oxbow Meadows. He specifically noted that there is a land court action pending and requested that the Board not sign the contract until that is

completed. He also suggested that a pedestrian study is required by bylaws and questioned why hurry the process.

Alexia Obar, 18 Dean Rd., stated that the residents of Wayland have voted twice to go forward with this project and discussed how the population is increasing which is increasing the need for more athletic fields. She encouraged the Board to proceed with the Oxbow field development.

Lena Russo, 89 Oxbow (Trout Brook), discussed her concerns with the field and a private residence sharing the same entrance. She raised concerns about the narrow road, who will have responsibility for storm drains and repairs to the entrance.

Celia Cannavino, 9 Dunster Ave., expressed her concerns that her road might not be plowed and discussed how the public and Middle School frequently use Dunster Ave. A handout of photographs was provided.

Tonya Cunningham, 9 Williams Road, discussed her concerns about the development of the Oxbow Meadow field. She questions the usage numbers from the revised Gale Report, is concerned about the actual number of trees that will be removed and who will monitor the work and stated the Planning Board did not have a quorum at its June meeting on the topic.

Reed Newton, 9 Haven Lane, representing Wayland Youth Soccer, discussed the town's need for recreation fields and encouraged the Board to move forward with the Oxbow field project.

A4. Appointments: Interview and vote to appoint candidate to the Wastewater Management District Commission

- **Uday Virkud**

Uday Virkud came before the Board and expressed his interest in serving on the Wastewater Management District Commission. He discussed his experience and skills and stated he has discussed the responsibilities with Chairman F. Knight. C. Karlson moved, seconded by M. Antes, to appoint Uday Virkud to the Wastewater Management District Commission for a term ending on June 30, 2020. YEA: L. Anderson, M. Antes, C. Karlson, D. Levine. L. Jurist. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

A5. Special Town Meeting: Vote to sign the Special Town Meeting Warrant The Board announced that the Special Town Meeting Warrants were mailed out last week. M. Antes moved, seconded by D. Levine, that the Board of Selectmen sign the Special Town Meeting Warrant. YEA: L. Anderson, M. Antes, C. Karlson, D. Levine. L. Jurist. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

A6. Oxbow Meadows: Discuss and vote to sign the contract to construct Oxbow Meadows Field

Katherine Brenna, Recreation Director, and Brud Wright, Recreation Commissioner, came before the Board and discussed the reasons why the Recreation Commission wants to move forward with the Oxbow Meadows project. B. Wright explained that they have addressed the environmental components and had two public meetings in which a lot of the issues were addressed through various boards. K. Brenna briefly summarized the overview report in the Board's packet. Then, K. Brenna distributed a report from TetraTech received today addressing the environmental concerns. The Board took a few minutes to look over the report and K. Brenna walked the Board through the key points.

D. Levine asked them to describe the construction process and stated that residents are concerned about the increased traffic. B. Wright stated they will schedule games so they don't overlap to give enough time for cars to leave before new ones arrive. He said he has reassured residents that they will be on top of any issues that arise. C. Karlson asked who was responsible for cleaning out the basins or swale. L. Anderson asked about how many trees would be removed. M. Antes asked about the possibility of a separate entrance for the field. The Board discussed if there should be a vote tonight. D. Levine said he understands the concerns of the abutters but the role of the Board is to make a decision in the best interest of the town, not a particular

neighborhood. The Board stated its support of a vote in favor but with the contingency that a pedestrian study will be done at an appropriate time going forward and that no work will begin before November 20.

D. Levine moved, seconded by L. Jurist, to vote to authorize the Town Administrator or Chair of the Board of Selectmen to sign the contract with NETCO Construction Project Managers, Inc. for construction of an athletic field at Oxbow Meadows. YEA: L. Anderson, M. Antes, C. Karlson, D. Levine. L. Jurist. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

A7. FY19 Budget: Discuss FY19 Budget Guideline and Multi-year Financial Plan with Finance Director Brian Keveny, Finance Director, briefly discussed the 5-year model and FinCom's budget guidelines for FY19. He described the process, working closely with the Schools, and how they got to the current numbers for the operating budget. He reported that the guidelines came from the 5-year model and described the guideline. B. Keveny noted that debt has started to decrease as the High School and DPW Building are paid down. He stated the guideline is numeric this year and thanked FinCom for their great work. The Board asked B. Keveny questions about the guidelines and budget drivers. They also discussed OPEB and where the town is comparatively to other towns.

A8. FY19 Budget: Vote to approve and submit to the Finance Committee the FY19 Operating Budgets for Departments under the Board of Selectmen It was noted there was an updated budget priority memo from N. Balmer included in the packet. The Board reviewed the proposed operating budgets for FY19. C. Karlson noted she would like to understand the breakdown between personnel and non-personnel costs in the Board of Selectmen's budgets in order to review those against the FinCom guidelines. C. Karlson asked about the payroll outsourcing included in the budget and any related savings. She asked questions related to the Treasurer, IT, Conservation, Minuteman and Unclassified budgets. L. Anderson noted the savings in energy costs although delivery costs are increasing. C. Karlson also asked that the school bus parking costs be pulled out of the town meeting cost items. E. Doucette said more line items would be added to accomplish that.

L. Jurist moved, seconded by M. Antes, to vote to approve and submit to the Finance Committee the FY19 Operating Budgets for Departments under the Board of Selectmen. YEA: L. Anderson, M. Antes, C. Karlson, D. Levine. L. Jurist. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

A.9 Town Administrator Contract: Vote to approve Town Administrator Contract This agenda item was not addressed as N. Balmer could not attend tonight's meeting.

A11. Minutes: Vote to approve minutes of October 10, 2017 M. Antes moved, seconded by C. Karlson, to approve the minutes of October 10, 2017 as amended. YEA: L. Anderson, M. Antes, C. Karlson, D. Levine. L. Jurist. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

A12. Consent Calendar: Review and Vote to Approve (See Separate Sheet)

M. Antes moved, seconded by L. Jurist, to approve the Consent Calendar. YEA: L. Anderson, M. Antes, C. Karlson, D. Levine. L. Jurist. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

A13. Review Correspondence (See Separate Index Sheet) The Board reviewed the week's correspondence. Chair of the Public Ceremonies Committee R. Turner announced that Wayland's Veterans Day ceremony will be Saturday at 10am. L. Anderson said she will attend.

A14. Report of the Town Administrator There was no report this week.

A15. Selectmen's Reports and Concerns D. Levine reported that he met with Tom Holder, DPW Director, about completing the work at the intersection of Rts 30 and 27 and hopefully the Town will see progress by Thanksgiving. C. Karlson said that due to the staff transition she wanted to make certain we are on schedule to publish the Annual Report in December. L. Anderson stated that

anything Special Town Meeting related has to go on the agenda for next week. M. Antes discussed her attendance at the MAPC Fall Council Meeting.

A12. Enter into Executive Session pursuant to Massachusetts General Laws Chapter 30A, Section 21(a)(2), Section 21(a)(3), Section 21(a)(6), and Section 21(a)(7) to review and consider for approval the potential release of the following Executive Session minutes because a public discussion of these matters may have a detrimental effect on the litigating, negotiating or bargaining position of the Town

APPROVE AND HOLD: September 27, 2017 and October 10, 2017

APPROVE AND RELEASE WITH REDACTIONS: September 5, 2017; September 18, 2017; and October 2, 2017

At 9:40pm, L. Anderson moved, seconded by D. Levine that the Board of Selectmen enter into executive session pursuant to Massachusetts General Laws Chapter 30A, Section 21(a)(2), Section 21(a)(3), Section 21(a)(6), and Section 21(a)(7) to review and consider for approval and potential release of minutes of executive sessions held on the following dates: September 5, 2017; September 27, 2017; October 2, 2017; and October 10, 2017. The Chair declares that a public discussion of these matters may have a detrimental effect on the litigating, negotiating or bargaining position of the town. Roll call vote: YEA: L. Anderson, M. Antes, L. Jurist, C. Karlson, D. Levine. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0. The Board will reconvene in open session in approximately fifteen minutes solely to approve and release executive session minutes as appropriate. E. Doucette left the executive session at 9:44pm.

The Board returned to open session at 9:58pm.

A13. Executive Session Minutes: Vote to approve and hold the Executive Session minutes of September 27, 2017 and October 10, 2017; Vote to approve and release with redactions the Executive Session minutes of September 5, 2017; September 18, 2017; and October 2, 2017 C. Karlson moved, seconded by M. Antes to approve as amended and release with redactions the minutes of September 5, 2017, October 2, 2017 and September 27, 2017 and approve as amended and hold the minutes of October 10, 2017. YEA: L. Anderson, M. Antes, L. Jurist, C. Karlson, D. Levine. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

A16. Topics Not Reasonably Anticipated by the Chair 48 Hours in Advance of the Meeting, If Any
The Chair said, "I know of none."

A17. Adjourn There being no further business before the Board, L. Jurist moved, seconded by M. Antes, to adjourn the meeting of the Board of Selectmen at 10:02 p.m. YEA: L. Anderson, M. Antes, L. Jurist, C. Karlson, D. Levine. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

Items Distributed for Information and Use by the Board of Selectmen at the Meeting of October 30, 2017

1. Memo from Tetra Tech, re: Athletic field at Oxbow Meadows, source: K. Brenna
2. Cable Television License Renewal Process, A Practical Guide
3. Letter from Sara Clark from MA Department of Telecommunications and Cable re: License Expiration Notice
4. Email from Kara Harvey to Board of Selectmen re: private road snow plowing policy
5. Letter from Norman Abend to Board of Selectmen re: plowing of private roads

Items Included as Part of Agenda Packet for Discussion During the October 30, 2017 Board of Selectmen's Meeting

1. Memo from D. Porter to Board of Selectmen, re: Interview for the Wastewater Management District Commission
2. Memo from N. Balmer to Board of Selectmen, re: Oxbow Meadows: Construction Agreement
3. Draft Agreement with Netco Construction Project Managers for construction of the Oxbow Meadows Athletic Field

4. Memo from B. Keveny, Finance Director, to the Board of Selectmen, re: Fiscal 2019 Operating Budget
5. Draft Memo from N. Balmer, to Finance Committee, re: FY19 Operating Budgets for Departments under the jurisdiction of the Board of Selectmen
6. Memo from D. Porter to Board of Selectmen, re: Public availability of the Town Administrator Contract
7. Draft Meeting Minutes from Board of Selectmen Meeting of October 10, 2017