



TOWN OF WAYLAND

41 COCHITUATE ROAD
WAYLAND, MASSACHUSETTS 01778

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BOARD OF SELECTMEN

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

Board of Selectmen

Meeting Minutes

November 20, 2017

6:15pm

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

Attendance: Lea T. Anderson, Mary M. Antes, Cherry C. Karlson, Douglas A. Levine (6:20pm), Louis M. Jurist (6:40pm)

Also Present: Town Administrator Nan Balmer

A1. Executive Session 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 to discuss strategy with respect to collective bargaining with the Fire Union and the Police Union. L. Anderson moved, seconded by M. Antes, to 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 to discuss strategy with respect to collective bargaining with the Fire Union and the Police Union. The Chair declares that a public discussion of these matters may have a detrimental effect on the litigating, negotiating or bargaining position of the Town. Roll call vote: YEA: L. Anderson, M. Antes, C. Karlson, NAY: none. ABSENT: L. Jurist, D. Levine. ABSTAIN: none. Adopted 3-0. Chair L. Anderson invites attendance by: Nan Balmer, Town Administrator, John Senchyshyn, Assistant Town Administrator/HR Director, Town Counsel A. Kwesell, KP Law, Fire Chief David Houghton. The Board will reconvene in open session in approximately 45 minutes.

A2. Call to Order by Chair Chair L. Anderson called the meeting of the Board of Selectmen to order at 7:20 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.

After reviewing the agenda, L. Anderson announced that Wayland and Weston will receive a \$1.7M grant from the state for completion of a four-mile section of the Mass Central Rail Trail.

A3. Tax Classification and Recapitulation Hearing and votes to adopt FY18 tax rate policy N. Balmer apologized for her office's oversight on posting documents for the Hearing in an easily accessible manner on the Town's website. L. Anderson announced that the Board will hear a presentation by the Assessors tonight on Tax Classification and vote on the tax factors. The Finance Director will review the Tax Recapitulation sheets; however, due to an error posting the meeting materials, the Board will post a meeting for Monday, November 27th at 10:00am to continue and complete the hearing. Board of Assessor Chair Susan Rufo presented the Classification Hearing materials. The action for the Board of Selectmen is to vote on how to adopt the tax rate policy. S. Rufo noted that FY20 will be a certification year for the town, and summarized the data used to set the FY18 proposed tax rate of \$18.03. She said overall the average assessment decreased. She discussed residential, commercial, and industrial property values noting that the Board of Assessors is responsible for all real estate assessments and exempt properties. She then discussed the classification percentage, new growth, 40B developments as residential properties, and explained how the

tax rate is calculated. She reviewed all of the options and also went over all of the possible exceptions. Finance Committee Vice Chair C. Martin stated that FinCom voted 6-0-0 in favor to recommend a uniform tax rate for FY18 and for future consideration would like more information on the residential exemption options.

C. Karlson moved, seconded by M. Antes that the Board of Selectmen vote to establish the residential tax factor of 1. YEA: L. Anderson, M. Antes, C. Karlson, L. Jurist, D. Levine NAY: none. ABSENT: none. ABSTAIN: Adopted 5-0-0.

C. Karlson moved, seconded by M. Antes, that the Board of Selectmen vote not to adopt a Small Commercial Exemption. YEA: L. Anderson, M. Antes, C. Karlson, L. Jurist, D. Levine NAY: none. ABSENT: none. ABSTAIN: Adopted 5-0-0.

C. Karlson moved, seconded by M. Antes, that the Board of Selectmen vote not to adopt a Resident Exemption. YEA: L. Anderson, M. Antes, C. Karlson, L. Jurist, D. Levine NAY: none. ABSENT: none. ABSTAIN: Adopted 5-0-0.

The Board signed the related documents for the Board of Assessors.

B. Keveny came before the Board to explain the Tax Recapitulation sheet even though the Board will not close the hearing tonight. He discussed the first 4 pages in detail, including local receipts, and went over some highlights from the supporting schedules/pages giving comparisons of FY17 and FY18. B. Keveny stated that he, E. Doucette, and E. Brideau have gone through the Recap to review all town meeting appropriations for accuracy. A. Lewis, Claypit Hill Road, stated she doesn't understand several of the numbers on pages 3 and 5. She also asked several questions about supporting schedules. B. Keveny answered her questions and discussed enterprise funds, CPA funds, free cash, and state aid.

L. Anderson said the hearing will be continued to 10 a.m. on Monday, November 27th to allow for posting of all required documents.

A4. Public Comment Tom Hoopes, 18 Williams Rd., thanked the Board for their leadership. He also gave an update on the Land Court date. He repeated the need to work collectively with Recreation to make Oxbow safe including completing a pedestrian study, creating a separate entrance and developing buffer areas.

Tonya Cunningham, 9 Williams Rd., expressed her concern that Conservation and the Town Engineer marked the field and estimated that 110 trees will need to be removed, far greater than the 40 trees allowed under the current Conservation Commission approval. She asked the Board to rethink signing the contract.

Gordon Cliff, Highfields Rd., urged the Board of Selectmen and FinCom to structure any debt exclusion ballot question for specific proposed capital projects instead of bundling different items together.

Gretchen Schuler, Old Connecticut Path, stated her concern that all conservation issues must be solved before the town spends money on the design for new recreation facilities at the Loker area field and the High School.

Anette Lewis, Claypit Hill Rd., urged the Board to start planning for the future now and create a long-term capital plan before creating another project committee like the CoA/CC.

A5. Licensing: Discuss Class II Used Car Dealer's License for Wayland Automotive (322 Commonwealth Avenue) and request for public meeting N. Balmer discussed the issue with the Board. Wayland Automotive has requested a public hearing for Dec. 4. C. Karlson noted it wouldn't be a legal public hearing, but instead an item on the agenda for public discussion. N. Balmer said she will do her best to notify abutters. Some concerns brought up by abutters include early morning deliveries, trucks idling and air pollution.

A6. Council on Aging/Community Center Advisory Committee: Vote to approve COA/CC Advisory Committee charge The Board discussed the draft COA/CC Advisory Committee charge. L. Anderson noted the changes to the charge. J. Milburn, 281 Concord Road, stated that more information about energy efficiency considerations for Town buildings would be helpful to the Committee.

M. Antes moved, seconded by D. Levine, that the Board of Selectmen vote to approve the COA/CC Advisory Committee Charge. YEA: L. Anderson, M. Antes, C. Karlson, L. Jurist, D. Levine NAY: none. ABSENT: none. ABSTAIN: Adopted 5-0-0.

A7. PMBC: Vote to assign to the Permanent Municipal Buildings Committee to oversee: (1) the School Committee's High School Stadium Complex, (2) the High School Tennis Courts/Softball Field Reconstruction Projects, and (3) the Recreation Commission's Loker Synthetic Turf Field Project subject to requests from both the School Committee and Recreation Commission C. Karlson asked why Oxbow Meadows is not included here and N, Balmer responded.

C. Karlson moved, seconded by D. Levine, that the Board of Selectmen assign the Permanent Municipal Buildings Committee to oversee (1) the School Committee's High School Stadium Complex, (2) the High School Tennis Courts/Softball Field Reconstruction Projects, and (3) the Recreation Commission's Loker Synthetic Turf Field Project subject to requests from both the School Committee and Recreation Commission. YEA: L. Anderson, M. Antes, C. Karlson, L. Jurist, D. Levine NAY: none. ABSENT: none. ABSTAIN: Adopted 5-0-0.

A8. Town Meetings: Special Town Meeting follow-up and Annual Town Meeting review of potential articles C. Karlson noted the lack of standard formalities at Town Meeting and wondered if attendees desire a uniform process at every meeting. The Board also discussed the large turnout and that planning for Annual Town Meeting (ATM) logistics should be considered. M. Antes brought up accessibility issues and that they should be clearly communicated before the meeting. N. Balmer discussed the Articles that are still in process for ATM. M. Antes stated the Housing Trust would like to add a Home rule petition article asking legislators to allow the Town to be exempt from prevailing wage rates for certain affordable housing projects under a certain price level.

A9. Minutes: Vote to approve minutes of October 30, 2017 M. Antes moved, seconded by D. Levine, to approve the minutes of October 30, 2017 as amended. YEA: L. Anderson, M. Antes, C. Karlson, L. Jurist, D. Levine. NAY: none. ABSENT: none. ABSTAIN: Adopted 5-0-0.

A10. Consent Calendar: Review and vote to approve (See Separate Sheet) M. Antes moved, seconded by C. Karlson 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

A11. Review Correspondence: (See Separate Index Sheet) The Board noted that the Conservation Commission's newsletter was very informative as well as the "Houghton's Heroes" newsletter from the Fire Department.

A12. Report of the Town Administrator

- 1. Correspondence:** None.
- 2. Private road tour:** Tuesday, Nov. 28 at 8:30am is the best time for four of the Selectmen to view private roads with representatives of the DPW. The Board said they would prefer the tour to last about two hours. N. Balmer will look into scheduling another time for L. Jurist.
- 3. Electric cars:** Installation and activation of two electric vehicle charging stations has been completed with four parking spaces reserved for charging. The Town's fleet has two new Nissan Leafs and will be getting a plug-in hybrid Ford Fusion. Everything was funded with the Green Communities grant.

4. **Capital Project Planning:** The vote on capital projects is delayed until Dec. 4th in order to provide the Board with information from the Town's financial advisor on the overall tax impact. N. Balmer is working on a 10-year plan.
5. **Oxbow Meadows Update:** E. Doucette has been working on this issue. The Town Administrator has not signed the contract yet due to a pending Land Court hearing. The Land Court was postponed at the request of the abutters and rescheduled to Jan. 11, 2018. N. Balmer discussed the Conservation Commission permit and tree removal, the pedestrian study and the contract award. N. Balmer said the Recreation Commission is pushing for the Town to sign the contract so they can start work. The Board considered its options and agreed option 2 would be best.
6. **Re-use of 5 Concord Road- Next Steps:** Town Counsel was asked to prepare, at an estimated cost of \$2,000, a petition to Probate Court to permit the use of the Roby portion of the current library for cultural, arts, historical displays/education and adult education. The petition will be reviewed by the Attorney General's office prior to submission of the petition. Review of the petition should occur at the 12/4 or 12/11 meeting. The Board stated they would like the Library Planning Committee to put together a draft charge for a committee to consider the re-use of the building for the next meeting.

A13. Selectmen's Reports and Concerns D. Levine reported that there have been some upgrades and progress at the intersection of Routes 27 and 30. C. Karlson requested that with the passing of the Marijuana Moratorium, the Board should understand its role and the choices available to the Town. N. Balmer said she will see if staff will take this on as a project.

A14. Topics Not Reasonably Anticipated by the Chair 48 Hours in Advance of the Meeting, If Any The Chair said, "I know of none."

A15. Adjourn There being no further business before the Board, L. Jurist moved, seconded by D. Levine, to adjourn the meeting of the Board of Selectmen at 9:46 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 November 20, 2017

1. Letter from Stephen M. Roberts, counsel for Wayland Automotive, to the Board of Selectmen, dated November 8, 2017, re: Request for a hearing to review license to sell pre-owned cars at 322 Commonwealth Road, Wayland, MA 01778 (with attached site plan)
2. Public Comment by Gretchen Schuler to Board of Selectmen, dated November 20, 2017

Items Included as Part of Agenda Packet for Discussion During the November 20, 2017 Board of Selectmen's Meeting

1. Memorandum of November 6, 2017 from Ellen Brideau, Director of Assessing, re FY18 Classification Hearing: Motions and Votes
2. PowerPoint Presentation on Tax Classification
3. Memorandum from David Porter, Executive Assistant to the Town Administrator, re Class II Used Car Dealer License for Wayland Automotive, 322 Commonwealth Avenue
4. Wayland Automotive online inventory, retrieved 11/15/2017, first page only
5. Update: Council on Aging/Community Center Advisory Committee, Draft dated 11/17/2017
6. Memorandum of July 25, 2017 from the School Committee, re request for PMBC oversight of High School Master Athletic Plan

7. Email of 11/17/2017 from Ben Keefe, Public Building Director, re PMBC and Field Projects
8. Permanent Municipal Building Committee web page, retrieved 11/16/2017
9. Table showing the status of the articles presented at Special Town Meeting on 11/14/2017
10. 2018 Annual Town Meeting, Potential Articles as of 11/20/2017
11. Town of Wayland Annual Town Meeting- April 2, 2017- Status
12. Draft Board of Selectmen meeting minutes of October 30, 2017
13. Report of the Town Administrator for Week Ending November 17, 2017