



# TOWN OF WAYLAND

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BOARD OF SELECTMEN  
LEA T. ANDERSON  
MARY M. ANTES  
THOMAS J. FAY  
CHERRY C. KARLSON  
DOUGLAS A. LEVINE

**Board of Selectmen  
Meeting Minutes  
May 13, 2019  
7:00 p.m.  
Wayland Town Building  
Selectmen's Meeting Room  
41 Cochituate Road, Wayland**

**Attendance:** Lea T. Anderson, Mary M. Antes, Thomas J. Fay, Cherry C. Karlson, Douglas A. Levine  
(arrived 7:04 p.m.)

**Also Present:** Town Administrator Louise Miller, Assistant Town Administrator Elizabeth Doucette

**A1. Call to Order by Chair C. Karlson** called the meeting of the Board of Selectmen to order at 7:00 p.m. in the Selectmen's Meeting Room in the Wayland Town Building when a quorum was present, noted that the meeting will likely be broadcast and videotaped for later broadcast by WayCAM, and reviewed the agenda for the public.

**A2. Announcements and Public Comment** There are two more days to respond to the COA questionnaire. The Conservation Department is looking for volunteers to remove invasive species on the third Saturday of every month beginning this Saturday through November. The Annual Memorial Day Parade and Ceremonies will take place on Monday, May 27 at the Middle School starting at 10:30 am.

Sally Cartwright, Commonwealth Road East, asked the Board to keep the Wayland Free Public Library free from political influence.

Carole Plumb, Bald Rock Rd., expressed the need for a long-term plan and vision for the future. She also asked about Chapter 193 related to Conservation, the process of the decision making, and if it will be an agenda item in the future with an opportunity for public input.

Aida Gennis, Wayland Hills Rd., Board of Library Trustees Chair, discussed the process for the Library's certification and noted the Library will be creating a long-range 5-year plan. A community visioning session will be held on May 30 at the Library 7 pm.-9 pm.

Alice Boelter, Lake Shore Dr., expressed her concern about overspending the budget of the Loker turf field design contract. She asked article sponsors to respect the obligation to obey the Conservation Commission's rulings and asked the Board of Selectmen to show leadership.

**A3. Town Manager Special Act: Review latest draft, discuss communication plan, discuss timetable**  
L. Anderson reviewed the process to date and reminded the Board that the revised draft of the Town Manager Special Act is based on Chapter 60, the Town Administrator Special Act of 2004. Tonight's goal is to review the changes made by Town Counsel based on Board input at the April 16 meeting, to make decisions on outstanding issues, and to be ready to hold forums with boards and committees and the public in the near future.

L. Anderson went over the revised draft section by section. The Board discussed Section 2.2 (Financial Authority and Responsibilities) related to the Town Manager's proposed role in preparing the Town's annual operating and capital budgets.

The Board discussed Section 2.3 (Personnel Authority and Responsibilities) at length. T. Fay suggested inserting the Library along with the School Department as exceptions in Section 2.3 (a) and proposed that

the Town Manager be involved in the evaluation. C. Karlson said the Library union contract states the Town Administrator is involved in hiring library union employees, but she noted it does not include the Library Director, which is a non-union position. L. Anderson stated she believes the Library and the Schools have to be protected from political influence. An in-depth discussion ensued about Section 2.3 (a) regarding hiring and evaluation practices. D. Levine suggested having a separate section for the Library from the Schools. The Board agreed to reorganize Section 2.3 to address appointment of department heads separately from appointment of subordinate employees, and to address evaluations, discipline, and removal for cause.

T. Fay suggested that Section 2.3 (d), relative to reorganizing and consolidating town functions, add language to express the need to streamline services. The Board agreed to add the Library to the School Department exception and to work on the language. A discussion ensued regarding how the Town interacts with the Library through management. The Board pointed out other revisions to give to Town Counsel and planned to review a final version by June 3, 2019. It was suggested that the Board hold a session with boards and committees and another session with the public to present and gather feedback on an updated version of the Town Manager Special Act. L. Anderson stated the goal is to have an article ready for Special Town Meeting in the fall.

**A4. Review and discuss updated Board liaison assignments: discuss and assign** C. Karlson presented an updated liaison assignment draft document and noted some changes she made after the last meeting. The Board agreed with the assignments, and she will reissue the liaison assignments to the Board.

**A5. Vote to authorize the Treasurer to issue an interim loan note (or notes) in an aggregate principal amount not to exceed \$700,000 (The complete set of documents is in the packet.)** L. Miller discussed the request of authorization of Clean Water Trust interim loan notes. Tonight's vote is Part 1 for the Rte. 20 project for \$700,000.

D. Levine moved, seconded by M. Antes, that the Board of Selectmen vote to adopt the six sections referenced on pages 13 and 14 in the packet dated May 13, 2019 referencing the issuance of bonds.

(1) That the Town shall issue a bond or bonds in an aggregate principal amount not to exceed \$950,000 (the "Bonds") pursuant to Chapters 29C and 44 of the General Laws and a vote of the Town passed April 2, 2018 (Article 9, Motion 2, Item 22), which authorized a total borrowing of \$950,000, for the drinking water project identified in such vote (the "Project"); (2) that in anticipation of the issuance of the Bonds the Treasurer is authorized to issue an interim loan note or notes (the "Notes") from time to time in an aggregate principal amount not to exceed \$700,000; (3) that each Bond or Note shall be issued as a single registered security, and sold to the Massachusetts Clean Water Trust (the "Trust") at a price determined pursuant to the Financing Agreement; (4) that the Treasurer is authorized to determine the date, the form, the maximum interest rate and the principal maturities of each Bond and Note, and to execute a Financing Agreement (or Agreements) with the Trust with respect to the sale of the Bonds and Notes, such date, form and maturities and the specific interest rate or rates of the Bonds and Notes to be approved by a majority of the Board of Selectmen and the Treasurer and evidenced by their execution of the Bonds or Notes; (5) that all action taken to date by the Town and its officers and agents to carry out the Project and its financing, including the execution of any loan commitment or agreement by the Treasurer, are hereby ratified, approved and confirmed; and (6) that the Treasurer and the other appropriate Town officials are each hereby authorized to take any and all actions necessary or convenient to carry out the provisions of this vote, including execution and delivery of the Financing Agreement(s) and the Project Regulatory Agreement(s) relating to the Project. YEA: L. Anderson, M. Antes, C. Karlson, D. Levine, T. Fay. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

**A6. Review and vote to approve Board of Selectmen regular session minutes of April 22, 2019.**

L. Anderson moved, seconded by D. Levine, that the Board of Selectmen approve the regular session minutes of April 22, 2019, as amended. YEA: L. Anderson, M. Antes, C. Karlson, D. Levine. NAY: none. ABSENT: none. ABSTAIN: T. Fay. Adopted 4-0-1.

**A7. Consent Calendar: Review and vote to approve (see separate sheet)**

1. **Vote the question of approving and signing the weekly payroll and expense warrants**
2. **Vote the question of approving and signing invoice from Valerio, Dominello & Hillman, LLC, dated May 3, 2019, for legal services rendered through April 30, 2019, in the amount of \$308.65.**
3. **Vote the question of approving and signing invoice from Betty Waxman, Esq., Arbitrator for Case AAA No. 01-18-0001-1636, Town of Wayland to pay \$7,000. (revision of request from May 6, 2019 Consent Calendar)**

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

**A8. Correspondence Review** No correspondence was provided this week due to staff vacations. The next meeting packet will include any correspondence from this time period.

**A9. Town Administrator's Report**

1. **Council on Aging/ Community Center options with respect to the Town's agreement with Twenty Wayland, LLC, relative to property and development located off 400-440 Boston Post Road** L. Miller reviewed the status of the Municipal Parcel and other adjacent parcels owned by Twenty Wayland. She had a meeting with department heads to see what the consequences for the COA/CC project might be of not controlling the three parcels surrounding the Municipal Parcel. Access to the building, public safety, and parking were some of their concerns. L. Miller discussed the acquisitions options available. L. Miller reported that Frank Dougherty, Twenty Wayland, has no interest in leasing the three surrounding parcels to the Town. L. Miller suggested discussing the conservation parcels in combination with the parcels needed for the COA/CC. The Board discussed negotiating with Twenty Wayland, taking the property by eminent domain, the potential financial risks, and what option would be more timely. T. Fay stated he will be the liaison for the Board and be a fresh face for talks with Twenty Wayland LLC.
2. **River's Edge Update** L. Miller is meeting tomorrow to review the due diligence status related to soils with Wood Partners. L. Miller said she will have a better estimate of the timetable and costs next week.
3. **Potential Cell Tower at High School** L. Miller stated that the School Committee is very interested in the idea of a cell tower at the high school, and it would be placed where the tennis courts are located. Currently they are scheduling a balloon test.

**A10. Selectmen's reports and concerns** M. Antes said she is hoping to schedule the fall's Citizen's Academy but first will need to know the date of Special Town Meeting. She also said the Housing Trust and Wayland Housing Authority are near an agreement on an affordable house that the Trust purchased and it will come before the Board soon. She also requested a discussion by Recreation about the overall plan for the fields so everyone can see the bigger picture. C. Karlson said she will put a meeting schedule together soon. The date set for Special Town Meeting is the week of November 11, 2019. A specific date will be determined later. There's a memo from Richard Turner, Chairman of the Public Ceremonies Committee, inviting a selectman to give welcoming remarks at the ceremony on May 27, 2019. D. Levine volunteered to do it again this year. C. Karlson said she would like a larger discussion on Loker and the budget process in the near future. She received a request for a proclamation for Race Amity Day, which is June 9 this year.

**A11. Topics not reasonably anticipated by the Chair 48 hours in advance of the meeting, if any:**  
None.

**A13. Enter into Executive Session: Pursuant to Massachusetts General Laws, Chapter 30A, Section 21 (a) (3) to discuss strategy with respect to collective bargaining pursuant to the Public Employee Committee (PEC) agreement.** At 9:11 p.m., C. Karlson moved, seconded by D. Levine, that the Board of Selectmen enter into Executive Session Pursuant to Massachusetts General Laws, Chapter 30A, Section 21 (a) (3) to discuss strategy with respect to collective bargaining pursuant to the Public Employee Committee (PEC) agreement.

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, T. Fay, C. Karlson, D. Levine. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0. The Chair invites attendance by Louise Miller, Town Administrator; Elizabeth Doucette, Assistant Town Administrator; Ken Lombardi, Consultant for PEC negotiations with NFP Corporation; and Donna Lemoyne, Benefits Manager. The Board will reconvene in approximately 10 minutes for the purpose of adjourning.

The Board returned to open session at 9:25 p.m.

**A14. Adjourn** L. Anderson moved, seconded by D. Levine, to adjourn the meeting at 9:25 p.m. YEA: L. Anderson, M. Antes, T. Fay, 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 May 13, 2019.**

1. Board of Selectmen Liaison Assignments for April 2018 through April 2019
2. Correspondence from Louise Miller, Town Administrator, to Board of Selectmen, dated May 13, 2019, re: Options with Respect to Town's Agreement with Twenty Wayland, LLC relative to Property and Development Located Off 400-440 Boston Post Road
3. Correspondence from Louise Miller, Town Administrator and Cherry Karlson, Selectman, to Jerry Cellucci, Senior Director, Corporate Real Estate, Raytheon Company, dated November 7, 2018, re: Town of Wayland's plans to redevelop an area of the former Raytheon Company property
4. Correspondence from Richard Turner, Chairman, Public Ceremonies Committee, to Lea Anderson, Chair, Board of Selectmen, dated May 3, 2019, re: invitation for Board of Selectmen to attend Wayland's Memorial Day Parade and ceremonies on May 27, 2019
5. Schedule of Memorial Day 2019 Events

**Items Included as Part of Agenda Packet for Discussion During the May 13, 2019 Board of Selectmen's Meeting**

1. Draft of the Town Manager Act, dated May 8, 2019
2. Draft Board of Selectmen Liaison Assignments for May 2019 through April 2020
3. Vote of the Board of Selectmen, dated May 13, 2019, authorizing the Treasurer to issue interim note(s) in an aggregate principal amount not to exceed \$700,000
4. Financing Agreement between the Town of Wayland and the Massachusetts Clean Water Trust, dated August 1, 2018
5. Terms and Conditions to the Massachusetts Clean Water Trust Financing Agreement
6. Project Regulatory Agreement, dated August 1, 2018, between the Department of Environmental Protection and the Town of Wayland
7. Draft minutes of the Board of Selectmen meeting of April 22, 2019

**Correspondence**

There was no correspondence provided this week.