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TOWN OF WAYLAND

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WAYLAND, MASSACHUSETTS 01778

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

**Meeting Minutes
BOARD OF SELECTMEN
Monday, February 10, 2020
5:00 p.m.
Wayland Town Building
Selectmen's Meeting Room
41 Cochituate Road, Wayland, MA**

Attendance: Lea T. Anderson, Mary M. Antes, Thomas J. Fay, Cherry C. Karlson, Douglas A. Levine

Also present: Town Administrator Louise Miller, Assistant Town Administrator Elizabeth Doucette

A1. Call to Order by Chair, Review Agenda for Public C. Karlson called the meeting of the Board of Selectmen to order at 5:03 p.m. in the Selectmen's Meeting Room in the Wayland Town Building when a quorum was present and reviewed the agenda for the public.

A2. Announcements and Public Comment L. Anderson announced that the Finance Committee would be presenting its Draft FY21 Omnibus Budget Hearing on Thursday, February 13, 2020 beginning at 7:15 p.m. in the Wayland Town Building.

The Board heard no public comment.

A3. Select Board/Town Manager Special Act: Accept Draft Frequently Asked Question Responses from Board Members; discuss next steps C. Karlson asked each member of the Board to hand in a draft of their Frequently Asked Questions and the responses related to Article (R) Select Board/Town Manager Special Act to L. Miller for the public record. C. Karlson also requested that each member of the Board send their respective draft to L. Anderson for consolidation.

L. Anderson requested that the Board decide whether the Frequently Asked Questions would appear in the warrant as an appendix or as a handout at Town Meeting. The Board agreed to review this again at their meeting on Feb. 24. L. Anderson handed out hard copies of the 150 word Sponsor Comments for Article (R) Select Board/Town Manager Special Act for the Board's review. The Board suggested minor changes. C. Karlson reported she would submit the final version to the Town Administrator's office during the recess scheduled at the meeting.

A4. 2020 Borrowing and Debt Refunding: Vote award of bonds and the execution of documents by the Board of Selectmen and Treasurer Finance Director Brian Keveny joined the Board to summarize the recent issuance of municipal bonds at the advice of Hilltop Securities, Inc. B. Keveny described the efforts to raise funds for nine (9) separate projects, which included taking the opportunity to use two long term BAN's and refund two bonds that dated back to 2010 and 2009; for the High School and Water bonds respectively.

The total needed to be raised for the five (5) General Fund projects was \$10.5M; within that total, the Town had to convert BAN's totaling \$6.5M. A total of \$1.3M was required for the four Enterprise Fund projects. A grand total of \$11.9M was needed to be raised by issuance of the borrowing or the BANs; and the total of both the 2009 and 2010 bonds were \$6.5M. The Town received twelve different bids from investment companies, which resulted in the rate of 1.478%. B. Keveny shared the opinion that the report was good news and reflected a historic low for bond rates.

C. Karlson noted the Board would need a motion that encompassed the entire document and if the Board accepted, the Clerk/Vice Chair of the Board of Selectmen would execute the document dated February 10, 2020.

L. Miller further summarized that the Board's action would include a series of authorizations:

- to authorize and direct the Treasurer to issue refunding bonds in the amount of \$7,665,000 and \$12,960,000 of General Obligation Municipal Purpose Loan dated Feb. 1, 2010;
- to vote on the sale \$16,215,000 of General Obligation Municipal Purpose Loan of 2020 Bonds;
- authorization related to the official statement dated Feb 4, 2020 that authorized the preparation and distribution of the notice of sale; and also, preliminary official statement dated Jan. 23, 2020;
- the Town Treasurer to approve the form of the official statement;
- that the bonds would be subject to redemption;
- authorize the execution and delivery of the Refunding Escrow Agreement dated Feb. 13, 2020;
- authorize the Town Treasurer and the Board of Selectmen to execute and deliver a continuing disclosure undertaking in compliance with SEC rules and regulations;
- authorize and direct the Town Treasurer to establish post-issuance federal tax compliance;
- and that each, the Board of Selectmen, the Town Clerk, and the Town Treasurer be authorized to take any and all action to execute and deliver the certificates and documents necessary to carry into effect the votes.

The Town Clerk would then certify that the authorization occurred at a properly noticed public meeting.

D. Levine moved, seconded by L. Anderson, that the Board of Selectmen vote to approve the document dated Feb. 10, 2020 as summarized by the Town Administrator related 2020 Borrowing, Debt Refunding and award of bonds and the execution of documents. YEA: L. Anderson, M. Antes, T. Fay, C. Karlson, D. Levine. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0. The Board executed the document. Town Clerk A. Ludwig certified the documents.

A6. Licensing: Review and vote to approve a Used Car Dealer's License—Class II to AutoHaven, LLC, (Andrew Wienen, Owner), for 268 Boston Post Road, Wayland, MA. Limit of five (5) cars for sale at any one time. C. Karlson invited applicant Andrew Wienen to join the discussion. C. Karlson shared a letter dated Jan. 28, 2020 from Mark Shephard, which described the history of instances when the Board issued similar licenses at the property. A. Wienen described his business model and requested the Board consider the renewal of Car Dealer License Class II at 268 Boston Post Road at Shep's Station. The Board asked questions regarding use of the area and A. Wienen's business model. C. Karlson noted the terms of the license would be valid through the end of the calendar year and subject to renewal.

T. Fay moved, seconded by M. Antes, that the Board of Selectmen vote to approve a Used Car Dealer's License Class II to AutoHaven, LLC, Owner Andrew Wienen, 268 Boston Post Road, Wayland MA; a limit to five (5) cars for sale at any one time. YEA: L. Anderson, M. Antes, T. Fay, C. Karlson, D. Levine. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

A5. Debt Exclusion: Discussion and vote of debt exclusion question on the March 2020 ballot re: Loker School Roof Replacement C. Karlson reminded the Board that Article (BB) Roof Replacement – Loker Elementary School was an article for which the School Committee requested a debt exclusion and for which the Finance Committee recommended excluded debt as the funding source. C. Karlson reminded the Board that it had previously voted to insert and support the article and voted to put a related debt exclusion question on the ballot. C. Karlson noted that the deadline to submit the ballot language is Feb. 24. L. Miller referenced page 6 of the packet, which included the language from the Massachusetts School Building Authority (MSBA) and noted that Town Counsel recommended removing the dollar amount from the ballot question language.

L. Miller reported that the MSBA had provided the language reviewed by the Board last week. The project budget with the MSBA is \$3.8M and would be for the replacement of the 35-year-old roof and the air handlers only. MSBA provided a summary of the maximum reimbursement amount. The Town informed the MSBA of its interest in also replacing the roof above the Loker gymnasium for an additional \$500,000 and noted it would be a separate line in the bid documents. L. Miller advised the Board to decide the extent of the scope of the project. MSBA recommended that the debt exclusion cover the entire project. C. Karlson clarified that the Board needed to decide the total funding for the article to be \$3.8M or to be \$4.3M to include the \$500,000 for the gymnasium roof. C. Karlson recommended not to act on the precise language of the ballot question and to table the topic to the Boards' Feb 13, 2020 meeting. C. Karlson recommended the Board focus on the scope of the related warrant article in the next agenda item.

A5a. Discussion and vote of Loker School Roof Replacement warrant article L. Miller reported that MSBA would like to know the total project amount and know that it has a funding source. The Town had asked the MSBA to review the entire project for \$4.3M. L. Anderson noted it made sense to include the gymnasium roof and include the full \$4.3M project cost in the article language. C. Karlson suggested the article provide two funding sources, \$3.8M from debt-exclusion and \$500,000 from the levy.

C. Karlson reminded the Board that if the project were to include the gymnasium roof, the question was whether to fund entire project with excluded debt at \$4.3M or rather that the \$3.8M be funded with a debt exclusion and the \$500,000 within the levy. L. Miller opined that the Town should do the entire project, and if there was room within in the levy, it made sense to fund it within the levy to avoid the higher surcharge.

L. Anderson moved, seconded by D. Levine, that the Board of Selectmen vote to support funding for \$4.3M for Article (BB) Roof Replacement – Loker Elementary School. YEA: L. Anderson, M. Antes, T. Fay, C. Karlson, D. Levine. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

A7. Recess At 6:06 p.m., C. Karlson announced that the Board of Selectmen would recess until 6:50 p.m.

At 6:51 p.m., C. Karlson called the meeting back into regular session.

A13. Correspondence Review The Board reviewed correspondence included in the Board Packet.

A12. Consent: Review and vote to approve (see separate sheet)

1. Vote the question of approving and signing the weekly payroll and expense warrants
2. Vote to ratify Amendment I of the contract with Architectural Consulting Group, Inc. to perform Project Management Services in the amount of \$35,000 for the Construction Documents Phase of the Loker Elementary School Partial Roof Replacement Project.
3. Vote to ratify Amendment I of the contract with Tighe & Bond, Inc. to perform Designer Services in the amount of \$162,000 for the Schematic Design Phase and the Construction Documents Phase of the Loker Elementary School Partial Roof Replacement Project.

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

A11. Minutes: Review and vote to approve minutes of February 3, 2020 L. Anderson reported that there were no minutes ready for review.

A8. Enter into Executive Session Pursuant to Massachusetts General Laws, Chapter 30A, Section 21 (a) (3) to join School Committee, Personnel Board and Finance Committee in executive session to discuss strategy with respect to collective bargaining with: Local 690 Wayland-1 American Federation of State, County and Municipal Employees (AFSCME 690 Wayland -1); Local 690 Wayland – 2 American Federation of State, County, and Municipal Employees (AFSCME 690 – 2); Wayland DPW Association, Teamsters Local 170; International Association of Firefighters, AFL-CIO Local 178; The Wayland Library Staff Association MFT, AFT, AFL-CIO; The New England Police Benevolent Association (NEPBA)/Wayland Police Officers Union (WPOU) Local 176; Wayland Teachers Association (WTA); Wayland Educational Secretaries' Association; The Massachusetts Laborers' District Council Laborers' International Union of North America, AFL-CIO on behalf of Public Employees' Local Union 1116 Custodians and Maintenance; and Wayland Food Service Association

At 6:52 p.m. Chair C. Karlson 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 join the School Committee, Personnel Board and Finance Committee in executive session to discuss strategy with respect to collective bargaining with: Local 690 Wayland-1 American Federation of State, County and Municipal Employees (AFSCME 690 Wayland -1); Local 690 Wayland – 2 American Federation of State, County, and Municipal Employees (AFSCME 690 – 2); Wayland DPW Association, Teamsters Local 170; International Association of Firefighters, AFL-CIO Local 178; The Wayland Library Staff Association MFT, AFT, AFL-CIO; The New England Police Benevolent Association (NEPBA)/Wayland Police Officers Union (WPOU) Local 176; Wayland Teachers Association (WTA); Wayland Educational Secretaries'

Association; The Massachusetts Laborers' District Council Laborers' International Union of North America, AFL-CIO on behalf of Public Employees' Local Union 1116 Custodians and Maintenance; Wayland Food Service Association.

Chair C. Karlson declared 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.

Chair C. Karlson invited attendance by Louise Miller, Town Administrator; Elizabeth Doucette, Assistant Town Administrator; Brian Keveny, Finance Director; Kathleen Buckley, Human Resource Manager; Arthur Unobskey, Superintendent of Schools; Parry Graham, Assistant Superintendent of Schools; Diane Marobella, Administrative Assistant. The Board would reconvene in approximately 50 minutes.

At 7:48 p.m., the Board returned to open session. Chair C. Karlson noted that the meeting would likely be broadcast, live-streamed, and recorded for later broadcast by WayCAM.

A9. Annual Town Meeting (ATM) Article: Loker Turf Field. Review and discuss outstanding environmental questions with Benson Gould, Principal, CMG Environmental, Inc., Licensed Site Professional, and potential vote to insert in Warrant and vote Board position C. Karlson invited Benson Gould, Principal, CMG Environmental, Inc., Licensed Site Professional (LSP) to join a discussion and opportunity for questions and answers raised concerning Article (Z) Loker Turf Field.

C. Karlson raised a concern, submitted in writing by a resident, if B. Gould had reviewed the proposed project in relation to the excavation of the area of the former septic system leach field.

B. Gould, LSP, shared a schematic overlay that he prepared to depict the area in question. B. Gould responded that he understood how the project related to the areas of concern and that the overlay answers that question directly. He stated what was more important was what that information meant. He reviewed the testing for metals and organic compounds. Levels were in normal expected ranges. B. Gould reported that nothing stood out as a contaminant; overall his impression was that this area received very little if any contamination.

D. Levine asked B. Gould to explain a Tentatively Identified Compounds (TIC) and if they can change over time, and if they would have changed here. B. Gould explained TIC. D. Levine asked if B. Gould knew if any TICs were identified at the site. B. Gould responded that he would have to go back to double check the report but did not believe any TICs were identified in the report.

C. Karlson invited Facilities Director, Ben Keefe to join the discussion, and asked him to describe the level of excavation that would happen in the area described as the upper septic system. B. Keefe described how the field would be cut approximately two feet down from the present surface, about halfway through the field plan, where you reach 0 feet, and beyond that the area would be filled— that includes the sub-surface drainage system and everything underneath. L. Anderson asked about the other area noted in blue on the schematic. B. Gould noted Ransom Environmental, Inc. had identified that area as the Underground Storage Tank / Lower Septic System Area, and that there were no borings going under where the soccer field project was proposed.

D. Levine shared a concern about Perfluoroalkyl and Polyfluoroalkyl substances (PFAS) contaminants that residents in Town had been reading about it in the public domain and asked if this an area of concern at this site. B. Gould reported that PFAS substances had been present in the environment since the 1930's but have only come to the attention of regulatory agencies in the last few years. B. Gould was almost certain no PFAS testing was done at the site. PFAS are human-made chemicals, associated with Teflon and stain-resistant fabrics. T. Fay stated that people are likely to have exposure to PFAS in everyday life, like dental floss, popcorn bags, and pizza boxes. B. Gould agreed, if the project goes forward as a soccer field and kids play on it, even if there are PFAS compounds there, user exposure to PFAS would be greater elsewhere.

C. Karlson asked B. Gould if he had an opportunity to review any testimony from former Dow Chemical Company employees to understand what they did with hazardous waste at the site. B. Gould answered that that specific information was not available in the DEP file, however Dow Chemical provided DEP a letter dated April 29, 1994, and that letter included interviews with 27 former employees and local Wayland residents. B. Gould found a separate letter summarizing that testimony that was part of the DEP file, but not

the actual testimony. C. Karlson followed up with the question if there was anything of concern in the summary letter. B. Gould reported that there was nothing specifically concerning.

T. Fay asked B. Gould if he would have his grandchildren play on the field. B. Gould reported he did not have a bad feeling about the Loker project. B. Gould confirmed that Dow did clean up that site to the standards to which were held to at the time.

B. Gould reported that both the risk characterizations that he reviewed and the residual chemicals that were tested on site showed very low risk. B. Gould opined that does not mean it is “safe”. “Safe” was not a word professionals use, as industry standard, because it is not definable. B. Gould reported he would not feel bad about having a grandchild play on that field and nothing he has read in the records would scare him or cause him to avoid the area.

C. Karlson asked if anything in the documentation indicated why Dow left the septic fields. B. Gould responded that nothing he reviewed expressly stated why they did not excavate those areas, but presumes Dow did not excavate that area because the soil samples presented did not identify significant metals contamination or anything of concern in that area. B. Gould reviewed the summary table data and from the 14 soil samples and compared them with today’s current RCS1 soil standards, which is the most stringent standards, and there was not a single exceedance on any of the metals by today’s standards. He stated that if he were responsible for this site, he would have also left the septic fields.

M. Antes asked if B. Gould felt the same way about the burn area as the septic system areas. B. Gould reported the burn area was not as clean, it was a concrete pad, and Dow took flammable chemicals and lit them on fire. This practice is not acceptable by current standards, but in the 1960’s the method was considered good practice. Dow Chemical later sent the chemicals to the burn facility in Michigan. B. Gould noted that Dow Chemical pulled approximately 600 tons of contaminated soil from the burn area and stated that the area was investigated and remediated.

C. Karlson shared another question sent by a resident; a resident questioned if B. Gould reviewed the Weston & Sampson test results from samples taken from the bore holes used to determine the depth of the ledge. B. Gould said, in his opinion, there was enough sampling in the leach field area to assure that no hazardous wastes would emerge when the leach field was excavated. B. Gould opined that Weston & Sampson performed sufficient analysis to characterize adequately the subsurface conditions within the area.

There were no further questions from the Board.

D. Levine moved, seconded by L. Anderson, that the Board of Selectmen insert Article (Z) Loker Turf Field proposed by the Recreation Commission into the Town Meeting Warrant.

The Board discussed the reasons for reconsidering this article based on the close vote at last year’s Town Meeting, the Recreation Commission’s diligence in responding to residents’ concerns, the long history of the site, and the Town’s vote to purchase it for Recreation and Conservation purposes. T. Fay concurred with D. Levine that if the article did not pass, the Commission should look at other sites, although the Loker site was the least intrusive option in terms of impacting neighbors. YEA: L. Anderson, M. Antes, T. Fay, C. Karlson, D. Levine. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

The Board discussed taking a position on the article. M. Antes said that she would be interested in hearing the League of Women Voters presentation at the March 18 Forum, which would be after the Board votes to support the article, and therefore would abstain from the vote to support the article.

T. Fay moved, seconded by D. Levine, that the Board support Article (Z) Loker Turf Field proposed by the Recreation Commission.

The Board discussed the cost comparison of turf and grass fields, the difficulty in locating more suitable sites, the need for more fields in Town, the interest in holding a public forum and understanding the bigger picture in terms of the capital plan, and the recognition that the Town has done a lot of work to answer concerns about traffic, tree removal, vernal pools, and environmental concerns. YEA: L. Anderson, T. Fay, C. Karlson, D. Levine. NAY: none. ABSENT: none. ABSTAIN: M. Antes. Adopted 4-0-1.

A10. Annual Town Meeting (ATM) Articles: Review and discussion of all proposed articles; meet with article sponsors, and potential vote to insert in Warrant and vote Board position; Discuss potential order of articles.

Article (GG) Repeal Chapter 193 of the Code of Town of Wayland A. Lewis, lead petitioner for Article (GG) Repeal Chapter 193 of the Code of Town of Wayland appeared before the Board and gave some background on the rationale for the article. A. Lewis stated that the Conservation Commission had proposed new Chapter 193 regulations with inadequate public outreach or review of the regulations. A. Lewis believed that the Conservation regulations were not reasonable and that the proposed Chapter 193 regulations were written to regulate construction projects, but the proposal also would affect smaller residential projects. A. Lewis reported that the Planning Board requested an extension of time to submit comments to the Conservation Commission. A. Lewis stated that she petitioned an article for Town Meeting to repeal the entire Chapter 193 by-law, because it was not clear what the Conservation Commission was doing or when it would adopt the regulations.

The Board asked questions about the effect of repealing the by-law. C. Karlson confirmed that if the Town repealed the by-law, and later wanted to re-enact the by-law, another article would have to go before a future Town Meeting. She reported that the Town Administrator L. Miller and T. Fay had been working on the article since January. T. Fay reported that the Conservation Commission likely would not act before April 1 and would continue to receive public input.

C. Karlson explained petitioners' articles automatically go forward to Town Meeting, and, therefore, a vote to insert the article was not necessary. D. Levine recommended the Board table the vote to take a position on the article.

Article (Y) Spencer Circle Street Acceptance C. Karlson reported that there had been no changes to the language for Article (Y) Spencer Circle Street Acceptance, sponsored by the Board of Public Works. Town officials had met with residents from the neighborhood in an effort to come to an agreement on the easement and on the additional work that was incomplete when the road was built 20 years ago. The residents submitted updated language to be reviewed by the DPW Director and then by Town Counsel. The Town would continue to negotiate with residents if needed. The Planning Board had given a recommendation back to the Board of Public Works. C. Karlson noted that the Board of Public Works had scheduled a meeting for Mar. 17, but the Chair had been clear that it would not hold the meeting if the language pertaining to the easement was not agreed to. C. Karlson recommended the Board vote to insert the article and table the discussion to support.

M. Antes moved, seconded by D. Levine, that the Board of Selectmen insert Article (Y) Spencer Circle Street Acceptance. YEA: L. Anderson, M. Antes, T. Fay, C. Karlson, D. Levine. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

Article (X) Community Choice Aggregation C. Karlson noted Article (X) Community Choice Aggregation (CCA) language had changed and for the Board to review. L. Miller explained that through discussion with L. Anderson and the co-chairs of Energy & Climate Committee, the language changed in two ways. It includes broader language to authorize aggregation with other communities and it broadens the language with respect to contracts. The new language does not limit the CCA to just Massachusetts Renewable Energy Portfolio Standard (RPS I) but allows for any RPS. This would allow the Town to adapt in the event the state government, Massachusetts Department of Energy Resources (DOER) or the other executive office changed the program in any way, without the need for additional Town Meeting approval and without the need to start the process over with Department of Public Utilities (DPU). C. Karlson commented that the language about establishing a committee had been removed; the Town has an existing Energy & Climate Committee.

L. Miller noted that Town Meeting is voting to authorize the BoS to start the CCA process, which is about a two-year process, and not authorizing a specific contract that may result from that process.

D. Levine moved, seconded by M. Antes, that the Board of Selectmen insert and support Article (X) Community Choice Aggregation in the Town Meeting Warrant. YEA: L. Anderson, M. Antes, T. Fay, C. Karlson, D. Levine. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

Article (FF) Finance Committee Appointed by the Moderator C. Karlson invited lead petitioner C. Plumb to discuss Article (FF) Finance Committee Appointed by the Moderator. C. Karlson noted that new language was submitted to the Town Clerk but was unavailable while it awaited certification of the petitioners' signatures. L. Miller reported that KP Law had not reviewed the new language on this article yet. L. Anderson noted that the title had been changed to incorporate all three sections of the article scope. C. Karlson recommended the Board table the topic until the new language is certified from the Town Clerk.

Article (A) Recognize Citizens and Employees for Particular Service to the Town C. Karlson reported that the names listed in the article were updated at the last meeting and had not changed since that time, but could change as new information became available.

Article (B) Pay Previous Fiscal Year Unpaid Bills L. Miller handed out Article (B), as the Town had identified two outstanding bills that were FY 2019 liabilities and would be funded with FY 2020 appropriations. C. Karlson reminded the Board it had not taken any action on the article, and noted the language was standard and had not changed, but if any additional liabilities became known before Town Meeting, then the article would be updated.

M. Antes moved, seconded by D. Levine, that the Board of Selectmen insert and support Article (B) Pay Previous Fiscal Year Unpaid Bills. YEA: L. Anderson, M. Antes, T. Fay, C. Karlson, D. Levine. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

Article (C) Current Year Transfers L. Miller summarized how the respective funding sources would be used, a majority of which was \$320,000 that represented the Employee Mitigation Fund as a funding source to fund increased Health Insurance (32B) and General Insurance expenses in this fiscal year.

L. Anderson moved, seconded by M. Antes, that the Board of Selectmen insert and support Article (C) Current Year Transfers. YEA: L. Anderson, M. Antes, T. Fay, C. Karlson, D. Levine. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

Article (D) Other Post-Employment Benefits (OPEB) Funding C. Karlson noted the Board had previously voted on the article pending the finalized amounts, which were now included in the supplemental packet.

Article (E) Personnel Bylaws and Wage & Classification Plan L. Miller noted that the Personnel Board would not meet until Feb. 20; the current language had been copied from two years prior when contracts were last expiring. L. Miller recommended the approval of the minimum wage adjustments. C. Karlson noted that the Finance Committee was looking for a magnitude of expense from the increase in minimum wage.

M. Antes moved, seconded by L. Anderson, that the Board of Selectmen insert and support Article (E) Personnel Bylaws and Wage & Classification Plan. YEA: L. Anderson, M. Antes, T. Fay, C. Karlson, D. Levine. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

Article (F) Compensation for Town Clerk C. Karlson noted that last year the warrant listed two salaries, one salary for fewer than six years of service in that position, and a second salary for a Clerk with six or more years of service. An effort had been made to pair it with an existing salary chart. C. Karlson explained that the salary request is from the elected Town Clerk. L. Miller noted that the request had been submitted with a survey that outlined 251 other Town Clerk salaries in the Commonwealth. T. Fay asked the Board to be mindful of when all employees received increases and commented on the benefits employee retention has on institutional knowledge. He suggested the salary was too low and should be adjusted, but this may be too much of an adjustment. C. Karlson recommended that the Board vote to insert the article, but not take a position on the article until Feb. 24 after review of the salary.

L. Miller recommended that Town Meeting vote to treat this position as an N-8 position. C. Karlson noted this was not in the scope of the article as written and would consult with the Town Clerk.

L. Anderson moved, seconded by D. Levine, that the Board of Selectmen insert Article (F) Compensation for Town Clerk YEA: L. Anderson, M. Antes, T. Fay, C. Karlson, D. Levine. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

Article (G) FY 2021 Omnibus Budget C. Karlson recommended the Board act to insert the article.

M. Antes moved, seconded by L. Anderson, that the Board of Selectmen insert Article (G) FY 2021 Omnibus Budget YEA: L. Anderson, M. Antes, T. Fay, C. Karlson, D. Levine. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

Article (H) Fiscal Year 2021 Revolving Fund Expenditure Limits The Board took no action on Article (H) Fiscal Year 2021 Revolving Fund Expenditure Limits.

Article (I) Choose Town Officers C. Karlson reported that M. Antes is working to recruit volunteers for some roles. C. Karlson recommended inserting the article and updating the names as necessary.

Article (J) Hear Reports C. Karlson reported that she removed the Planning Board from the article because there are no articles on which the Planning Board would report. The Boards of Assessors and Community Preservation Committee remained part of the article.

L. Anderson moved, seconded by M. Antes, the Board of Selectmen insert and support Article (I) Choose Town Officers and Article (J) Hear Reports YEA: L. Anderson, M. Antes, T. Fay, C. Karlson, D. Levine. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

Article (K) Sell or Trade Vehicles and Equipment C. Karlson noted the Board had previously voted to insert and support the article. She noted that many items were listed which the Town may have an opportunity to trade and would require Town Meeting approval.

Article (L) Rescind Authorized but Unissued Debt C. Karlson recommended that the Board table any action on Article (L) because L. Miller and B. Keveny had reported to the Board there was no authorized but unissued debt in need of rescission.

M. Antes moved, seconded by D. Levine, that the Board of Selectmen vote not to insert Article (L) Rescind Authorized but Unissued Debt. YEA: L. Anderson, M. Antes, T. Fay, C. Karlson, D. Levine. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

Article (M) Capital Stabilization Fund L. Miller reported that the updated language was included in the supplemental Board packet, and the article language intends to establish a Capital Stabilization Fund, not a request to fund.

L. Anderson moved, seconded by D. Levine, that the Board of Selectmen vote to insert and support Article (M) Capital Stabilization Fund YEA: L. Anderson, M. Antes, T. Fay, C. Karlson, D. Levine. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0

Article (N) Accept Massachusetts General Laws Chapter 200A, Section 9A The Board took no new action on Article (N) Accept Massachusetts General Laws Chapter 200A, Section 9A.

Article (O) Allow Certain Contracts up to 5 Years D. Levine asked if Wayland was an anomaly by not allowing certain contracts up to five years. L. Miller answered that the Town of Wayland was an anomaly by not having any by-law directing length of contracts other than state law; many Towns have very specific contract lengths for different types of contracts; and because the Town has no by-law, it must default to three year contracts per state law. D. Levine would share that information with the liaison on the Finance Committee.

Article (P) Reallocate Previously Appropriated Funds for Community Center C. Karlson noted that the new language was included in the supplemental packet. M. Antes suggested using the acronym COA/CC to abbreviate Council on Aging/Community Center throughout the article and other minor edits.

M. Antes moved, seconded by T. Fay, that the Board of Selectmen vote to insert and support Article (P) Reallocate Previously Appropriated Funds for Community Center YEA: L. Anderson, M. Antes, T. Fay, C. Karlson, D. Levine. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

Article (R) Select Board/Town Manager Act C. Karlson noted the board had previously voted to insert and support this article at a meeting where D. Levine was absent, and wondered if the Board might re-open the topic and vote the question with the full attendance of the Board. D. Levine expressed support.

M. Antes moved, seconded by L. Anderson, that the Board of Selectmen vote to reconsider the Board's position on Article (R) Select Board/Town Manager Act YEA: L. Anderson, M. Antes, T. Fay, C. Karlson, D. Levine. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

M. Antes moved, seconded by L. Anderson, that the Board of Selectmen vote to insert and support Article (R) Select Board/Town Manager Act YEA: L. Anderson, M. Antes, T. Fay, C. Karlson, D. Levine. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

Article (S) CPA – Set Asides and Transfers C. Karlson reported that the Community Preservation Committee chair had informed the Town Administrators' office that the Community Preservation Act fund will receive more money from the state than first contemplated. As the article would set aside ten percent, the actual dollar amount in the article will increase. C. Karlson advised a new vote was not necessary.

Article (W) CPA – Accessibility Improvements for two Town Playgrounds C. Karlson provided an update to the Board. L. Miller, B. Doucette, K. Brenna, D. Levine and C. Karlson had attended a PTO meeting on the playground topic and had received a request to change the language of the article. L. Miller reported that language had not changed. There was a concern that the article language would restrict the funding to each school individually, but the language did not do that.

Article (AA) High School Athletic Complex Renovation – Part 3 Design. C. Karlson reported that the School Committee had re-voted and re-submitted the article, and had reduced the amount to \$200,000 for design only, pending the decision on the funding source from the Finance Committee; if the funds were in the recommended capital budget they intended to withdraw the article.

L. Anderson moved, seconded by D. Levine, that the Board of Selectmen vote to insert and support Article (AA) High School Athletic Complex Renovation – Part 3 Design YEA: L. Anderson, M. Antes, T. Fay, C. Karlson, D. Levine. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

C. Karlson recommended that the Board table any action on petitioners' articles (CC) Finance Committee Participation in Collective Bargaining; (DD) Limit the Carrying of Weapons in Town Building and to Town Events; (EE) Change Election Date; (FF) Finance Committee Appointed by the Moderator; Article (GG) Repeal the Chapter 193 of the Code of the Town of Wayland.

C. Karlson reminded the Board that Feb. 25 is the last date to submit the Finance Committee articles.

The Board reviewed the Town Meeting proposed schedule of articles. C Karlson suggested the Board send any revisions to L. Miller.

A14. Selectmen's reports and concerns. T. Fay shared a recent issue of MIIA magazine included an article about an Information Officer, who managed the municipal social media presence and interactive communication methods, which may be of interest as the Board recently set a goal to improve communication. M. Antes mentioned a Feb. 20 breakfast and Municipal Cyber-Security Training presented by the Select Board Association in Needham; recommended that the next tax-insert included information regarding the 2020 US Census; and announced the Housing Trust approved an application for a second unit on Hammond Road. The matter will go before the Housing Partnership who could then recommend it to the Board sometime in March.

A15. Topics not reasonably anticipated by the Chair 48 hours in advance of the meeting, if any. There were none.

A16. Adjourn D. Levine moved, seconded by L. Anderson, to adjourn the meeting at 9:58 p.m. YEA: L. Anderson, M. Antes, T. Fay, D. Levine, C. Karlson. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

Items Distributed for Information and Use by the Board of Selectmen at the Meeting of February 10, 2020

1. Correspondence from Geoffrey Beckwith, Executive Director & CEO, MMA, dated February 4, 2020, re: MMA Legislative Breakfast Meetings
2. Article (B): Pay Previous Fiscal Year Unpaid Bills
3. Article (C): Current Year Transfers
4. Article (E): Personnel By-Laws and Wage and Classification Plan
5. Article (F): Compensation for Town Clerk
6. Article (K): Sell or Trade Vehicles and Equipment

7. Petitioner's Comments – Repeal Chapter 193 of the Code of the Town of Wayland received from Anette Lewis 2/10/2020
8. Petitioner's Article – Article (FF): Board of Selectmen to Prepare Budget; Moderator-appointed Finance Committee to Independently Review Warrant Articles, including Budget
9. Article (Z): Loker Turf Field
10. Draft of ATM 2020 Article Order
11. Information from CMG Environmental Services, dated February 10, 2020 re: Questions from a Citizen and CMG Responses regarding Loker Field (includes map of proposed Soccer Field and original email sent to Cherry Karlson, Chair, with the questions)
12. Ballot Question re: Exempt from the provisions of Proposition two-and-one-half, the amounts required for pay for the bonds issued in order to complete the roof replacement for Loker School

Items included as part of the Agenda Packet for discussion during the February 10, 2020 Board of Selectmen Meeting

1. Article List for 2020 Annual Town Meeting
2. Town of Wayland Other Postemployment Benefits Plan, GASB74 & GASB 75 Actuarial Valuation, with a Valuation Date of July 1, 2018; as of the Measurement Date of June 30, 2019; for the Reporting Date of June 30, 2019
3. Draft of article to see if the Town would vote to appropriate, borrow, or transfer from available funds the amount of \$4,300,684 to be expended under the direction of the Town Administrator and the Permanent Municipal Building Committee for the roof replacement at Loker Elementary School, at 47 Loker Street, Wayland, MA.
4. Article (D) – OPEB Funding
5. Article (H) – Fiscal year 2021 Revolving Fund Expenditure Limits
6. Article (M) – Capital Stabilization Fund
7. Article (W) – CPA – Accessibility Improvements for Two Town Playgrounds

CORRESPONDENCE

1. Hearing Notice, re: Finance Committee will be presenting its Draft FY21 Omnibus Budget Hearing on Thursday, February 13, 2020 beginning at 7:15 p.m. in the Wayland Town Building located at 41 Cochituate Road, Wayland, MA
2. Correspondence from Greg Franks, Sr. Manager, Government Affairs, Xfinity, to the Board of Selectmen, dated January 27, 2020, re: Changes in Pricing – Gaiam TV Fit & Yoga, Gaia, and Docurama
3. Flyer, re: League of Women Voters of Sudbury, Wayland, Weston and Concord-Carlisle invitation to the Twelfth Annual League of Women Voters Civics Bee on Sunday, March 8, 2020 at 2:00 p.m. at Lincoln-Sudbury Regional High School at 390 Lincoln Road, Sudbury, MA 01776.