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TOWN OF WAYLAND

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WAYLAND, MASSACHUSETTS 01778

BOARD OF SELECTMEN

LEA T. ANDERSON
MARY M. ANTES
LOUIS M. JURIST
CHERRY C. KARLSON
JOSEPH F. NOLAN

**Board of Selectmen
Meeting Minutes
January 17, 2017
Wayland Town Building, Selectmen's Meeting Room
41 Cochituate Road, Wayland**

Attendance: Lea T. Anderson, Mary M. Antes, Louis M. Jurist, Cherry C. Karlson, Joseph F. Nolan
Also Present: Town Administrator Nan Balmer

A1. Call to Order by Chair Chair C. Karlson 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.

L. Anderson announced that the Police Department will host another "Coffee with Cops" on Jan. 31 at Panera Bread. M. Antes stated that the hearing on the proposed demolition delay bylaw is scheduled for Thursday.

A2. Public Comment G. Dresens, 155 Main St, discussed her email included in the Board's packet. She said she is not trying to stop CVS from being built; she just wants the site plan to comply with Wayland's bylaws. She stated that the Board has the power to fix this problem.

C. Karlson stated that the Board has scheduled Town Counsel to come in next week to talk about that subject.

G. Schuler, Old Connecticut Path, discussed River's Edge and said the Town should not give up the property.

Sheila Carel, 18 Joyce Road, asked the Board to delay River's Edge until there are solutions for the buses and DPW site. She also cited health concerns regarding diesel exhaust from the buses.

Molly Upton, 23b Bayfield Road, stated she was glad the new Town Counsel, KP Law, will weigh in on the 150 Main Street issue. She also discussed the document she provided to the Board

J. Nolan stated that both parties have a responsibility to only state facts. He said he hopes everyone will treat each other with respect.

A3. Interviews and Potential Vote to Appoint to Boards and Committees Seema Mysore was not able to attend the meeting and will be re-scheduled at a later date. The Board was joined by Susan Green to interview for appointment to the Community Preservation Committee. S. Green reviewed her background and interest in serving on the committee. She was asked several questions by the Board. L. Anderson moved, seconded by J. Nolan, to appoint Susan Green to the Community Preservation Committee, effective immediately, for a term to expire on June 30, 2019. YEA: L. Anderson, M. Antes, L. Jurist, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

A4. Collins Center Report: Review Report and Discuss Next Projects Under Community Compact Grant Michael Ward, Director of Municipal Services, and Fred Kingsley from the Collins Center discussed the work the Collins Center does. F. Kingsley noted the town's strong bond rating and discussed the positive steps the town has made in order to move the finance department in the right direction. He listed some of the major issues like the question of who ultimately is in charge of the town's financial management. Other issues included Wayland's flat organizational structure, IT software, and lack of written procedures. He made recommendations including more MUNIS training and a different payroll period.

M. Antes asked is there a way to change the governmental structure without a charter change. M. Ward discussed other possible steps taken before considering a charter commission. F. Kingsley said that some options could take a year to three years to implement but this is a good time to start.

M. Ward and F. Kingsley discussed the Community Compact work proposal and said they could provide the town with best practices from other communities as well as provide and prioritize short-term and long-term goals and solutions. N. Balmer said the signing will be on Jan. 26th.

A5. Rivers Edge - Considerations Prior to Issuance of Notice of Award:

- **DPW Plans for Laydown Area and Budget Impact**
- **School Department Plans for School Bus Parking**
- **Review Economic Impact Analysis**
- **Rents for Comparable Projects**

The Board introduced themselves to the new DPW Director Tom Holder.

T. Holder, M. Lindeman, M. Lowery, and C. Brown came before the Board to discuss DPW's plans for a laydown area and budget impacts. T. Holder stated that the planned parcel is not sustainable and not a long-term solution. M. Lowery questioned if this is a one-time cost. M. Lindeman said the currently proposed laydown area is the most isolated parcel available. C. Karlson said that the Board knew the small triangle parcel of land would not be ideal but that this is the first time the Board is hearing that it's not sustainable.

Town Planner S. Sarkisian discussed area market rate rents. He stated that Wood Partners should get the higher rents they are proposing.

R. Stanizzi and J. Heller came before the Board. R. Stanizzi said she was surprised by the laydown area information discussed tonight. She noted there might be different possibilities out there if studied, like the Transfer Station area. J. Nolan asked if there are any more thoughts on rent. R. Stanizzi said the higher rents make sense. They also discussed the water main issue, unit mix, and soils. C. Karlson stated the next step would be the notice of award. The Board will work on a list of conditions, and check in with the original counsel so the Board has the right information to make a decision.

S. Bottan and B. Fletcher discussed the sites being considered for the location of the buses. B. Fletcher said 4 sites are being considered, but none of them are great options. She said every meeting they are getting feedback from the community. S. Bottan said the School Committee decided tonight what the next steps are and will come back with pros and cons. S. Bottan said they also got an alternate bid for offsite storage and a place to store buses in the summer.

N. Balmer discussed the economic impact analysis. She listed all of the costs associated with police, fire, DPW, and schools, including one-time expenses. She went over the summary of the findings. She said that

the Fire Chief and Police Chief both said the increased call volume would be manageable. N. Balmer said the report concluded there would be an economic benefit for the town.

J. Nolan and C. Karlson stated that it should be footnoted that the bus relocation is a town issue not a Rivers Edge issue. She noted that the town will have a lot of expenses if the project doesn't go through as well. L. Anderson noted that the report should mention the affordable housing benefit for the town.

A6. FY18 Budget: Vote Position on New Personnel and Capital Projects for Departments Under the Board of Selectmen

C. Karlson discussed the recommendations about new personnel from the Personnel Board. N Balmer stated that the model of using ambulance funds was not fully supported for a long-term solution from the Finance Director. L. Jurist stated that if the Board thinks the two positions are necessary then they should be approved. N. Balmer's recommendation is that the town should not have any new positions this year. C. Karlson said the Finance Committee is concerned about the tax rate. L. Jurist said it's not going to get easier. C. Karlson reviewed all of the personnel requests under the Board.

The Board agreed not to fund the new police and fire positions in the FY18 budget, but to pass along the Public Safety personnel requests to the Finance Committee so they can be put at the top of the list for next year. She suggested that next year the schools and town look to approach new hires in a consistent way. C. Karlson stated that the Governor signed the civil service legislation, which will have a budget impact.

The Board and N. Balmer discussed B. Keefe's Facilities capital request for FY18. C. Karlson asked if B. Keefe's workload is too much. N. Balmer said she has not asked him. The Board agreed to ask B. Keefe if it would be possible to move the design of the windows back into the FY18 budget.

Receive Town Administrator's Recommendation on All Town Expense Budgets

E. Doucette came before the Board to see if they had any questions. The Board thanked her for her work.

A7. Review and Vote to Assign Annual Town Meeting Articles and Vote to Refer Article on Marijuana Moratorium Back to Sponsoring Board

The Board discussed assignment of Annual Town Meeting Articles and agreed that

- C. Karlson will handle Articles A through L and EE.
- J. Nolan will handle Articles R, Q, S, U, V, W, X, FF
- L. Anderson will take on Articles M, O, Q, R
- L. Jurist will take on Articles N, T, BB, CC
- M. Antes will handle Articles P, Y, Z, AA, DD

J. Nolan moved, seconded by L. Anderson to vote to refer the article on Marijuana Moratorium back to the Youth Advisory Committee and the Planning Board for recommendation. YEA: L. Anderson, M. Antes, L. Jurist, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

A8. Report of the Town Administrator N. Balmer stated that the Building Commissioner revised the building permit form. She also noted that she has attached her revised goals.

A9. Review and Approve Consent Calendar (See Separate Sheet) M. Antes moved, seconded by L. Anderson, to approve the consent calendar. YEA: L. Anderson, M. Antes, L. Jurist, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

A10. Review Correspondence (See Separate Index Sheet) The Board reviewed the week's correspondence. M. Antes stated it would be great if someone would be willing to take on beautification. N. Balmer said this has been an ongoing issue for months. She said she will write a letter on behalf of the Board in response to the citizen offering this service. L. Jurist stated that he would like to get definitive answers to the allegations that the town's bylaws were violated at the upcoming meeting with Town Counsel.

A11. Selectmen's Reports and Concerns C. Karlson noted that approval of minutes is not listed on the agenda because there are no minutes to review, but in the future they will list approval of minutes on the agenda regardless of whether there are any to approve. M. Antes met with D. Watkins to talk about public relations for the budget. L. Anderson and M. Antes discussed their progress with coordinating the listening sessions.

A12. Topics Not Reasonably Anticipated by the Chair 48 Hours in Advance of the Meeting, If Any
The Chair said, "I know of none."

A14. Adjourn There being no further business before the Board, L. Jurist moved, seconded by J. Nolan, to adjourn the meeting of the Board of Selectmen at 10:43 p.m. YEA: L. Anderson, M. Antes, L. Jurist, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

Items Distributed for Information and Use by the Board of Selectmen at the Meeting of January 17, 2017

1. Public Comment, Molly Upton, Board of Selectmen Should Act Now to Restore Trust
2. Board of Selectmen Listening Subcommittee Purpose, Revised, January 9, 2017
3. Memorandum of 1/17/17 from Ben Keefe, Public Buildings Director, to Board of Selectmen and Finance Committee re: FY18 Capital Budget
4. Article List, 2017 Annual Town Meeting, with Text of Articles Attached

Items Included as Part of Agenda Packet for Discussion During the January 17, 2017 Board of Selectmen's Meeting

1. Memorandum of 1/13/17 to Board of Selectmen re: Appointments with Attached Résumés
2. Memorandum of 1/17/17 from Nan Balmer, Town Administrator to Board of Selectmen re: Collins Center Report/Community Compact Grant
3. Memorandum of 1/17/17 from Nan Balmer, Town Administrator to Board of Selectmen re: FY18 Budget
4. List of 2017 Annual Town Meeting Articles
5. Email of 1/11/17 from Town Counsel Carolyn M. Murray to Nan Balmer, Town Administrator re: Wayland Marijuana Moratorium, Bylaw to Ban and Ballot Question
6. Report of the Town Administrator for the Week Ending January 13, 2017