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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
February 6, 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

Absent: 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.

M. Antes announced that the League of Women Voters will be having a speaker Thursday at the Senior Center of the Wayland Town Building at 7:30 p.m.

A2. Public Comment

G. Harris, Holiday Rd., stated his concerns with a legal bill from KP Law listed on the consent calendar that lacks information about what the bill is for. He also expressed his concern with the Town's land use planning history and the procedural mishaps in the building department.

M. Upton, Bayfield Road, said that there are things that can be done when it comes to contractual salary adjustments. She said now is the time to look at that number with the Finance Committee. She said she believes the staff is well paid.

G. Dresens, 155 Main St., suggested that the town spend money on preserving land. She expressed her concern with the potential 40B project at 24 School St. and said that the space is not big enough for the proposed affordable housing units.

S. Carel, Joyce Rd., discussed her concerns with the land proposed for the affordable housing units at 24 School St. She stated that she would love to see the Town take a responsible stance on this issue and be respectful of the town's history.

A3. Meet with Finance Committee and School Committee to Receive Budget Policy

Recommendations from Unibank Fiscal Advisory Services; Discussion and Potential Vote to Agree on Budget Policy Recommendations in Preparation for Moody's Bond Rating Call; Agree on Parameters for Moody's Bond Rating Call Clark Rowell, the Town's Financial Advisor from Unibank, went before the Board of Selectmen, Finance Committee, and School Committee and discussed the proposed budget policy. He gave the boards a brief background summary. He said that the intent of the policy is to redirect the way the Town does budgeting, to put some constraints on using free cash to fund the operating budget, to change capital funding to use debt less, and to develop resources to prepare for taking on debt for a potential new library and Council on Aging facility. He then went into the specifics of what the policy does and described the components. He stated that the immediate objective is to hold the Town's Aaa rating.

C. Karlson stated that this is the first time the Town has used a fiscal advisor to model a policy that looks forward. She said that in terms of making a decision, she doesn't think all of the boards are there yet and wants to use this meeting for everyone to ask questions.

There were questions from the boards about the importance of having a balanced budget and how the budget policy fits into Wayland's bylaws.

C. Rowell said the Town's bond rating is at risk. L. Jurist asked how much the Town wants to restructure in order not to lose a Aaa rating. L. Jurist suggested that the town budgeted so conservatively in the past that free cash built up and was seen as overtaxing. He stated that he is not sure it is wise to set up arbitrary goals that limit flexibility.

C. Karlson said that she disagreed with L. Jurist on some of what he said. She said that some of these concepts exist in our policies already, but the Town has not applied them. C. Karlson said that the assumptions of 2 ½% and 3% growth result in very modest growth in the tax rate. She likes the idea of trying to level fund debt through a stabilization fund so that there is not as much fluctuation in the tax rate when projects come along. The boards thanked Clark Rowell and agreed that they will continue this discussion. The School Committee and the Finance Committee left the room at 7:55 p.m.

A4. Annual Town Meeting Articles: Continued Discussion on All Articles Including but not Limited to Abbreviated Presentation Procedures, Order of Articles and Vote Positions, Including but not Limited to the Following Articles:

N. Revolving Fund Bylaw

N. Balmer presented a draft bylaw and stated that the Municipal Modernization Act allows the town to set caps at whatever the community desires. N. Balmer discussed the ground rules and said that they are much more flexible. She said next week she will provide the Board with the recommended caps and that Town Counsel will be looking at this later on in the week. The Board took no action.

O. Licenses and Permits of Delinquent Taxpayers (Good Standing)

L. Anderson said she met with Z. Pierce about this article. L. Anderson determined that there was a lot of work to do and that she (Anderson) was not equipped to write the article. N. Balmer said that this is a good lesson for staff that when they put forward an article they need to do the work. L. Anderson said this article could potentially be good for the town because it provides another tool to try and collect taxes that haven't been paid. N. Balmer suggested that the town should have better integration between departments before taking on this article. L. Anderson moved, seconded by L. Jurist, to withdraw Article O. YEA: L. Anderson, M. Antes, L. Jurist, C. Karlson. NAY: none. ABSENT: J. Nolan. ABSTAIN: none. Adopted 4-0.

P. Authorize Local Voting Rights for Permanent Resident Aliens Residing in Wayland

M. Antes moved, seconded by L. Anderson, to support Article P. YEA: L. Anderson, M. Antes, L. Jurist, C. Karlson. NAY: none. ABSENT: J. Nolan. ABSTAIN: none. Adopted 4-0.

S. Preservation of Historically Significant Buildings Through Demolition Delay

The Board decided that they will wait until next week to see the Finance Committee's comments.

W. Authorize Acquisition of an Access and Utility Easement at 89 Stonebridge Road

W. Baston came before the Board and discussed the article. M. Antes stated that some Habitat for Humanity residents are concerned about hours of access for the road. She said some residents are interested in possibly

putting up a gate and showing the hours the road will be used. L. Jurist moved, seconded by M. Antes, to support Article W. YEA: L. Anderson, M. Antes, L. Jurist, C. Karlson. NAY: none. ABSENT: J. Nolan. ABSTAIN: none. Adopted 4-0.

X. Transfer Station Access Road Improvements

M. Lowery came before the Board and stated that the Finance Committee is concerned about the scale of costs. M. Lowery said that DPW Director T. Holder is working with N. Balmer on it to see what can be done. M. Lowery said the BOPW is looking at chopping the project into pieces. He stated that it's important to have access to the new laydown area. He stated that they have not yet received a dollar amount, but are expecting it soon. The Board agreed to wait to take a position and that they would be more comfortable when they have a dollar amount next week.

Y. Community Preservation Fund General Budget – Set Asides and Transfers

Z. Appropriate Funds to Restore Mellen Law Office and Cochituate Town Clock

AA. Appropriate Funds to Hire a Housing Consultant

BB. Appropriate Funds to Construct Athletic Field at Oxbow Meadows

CC. Appropriate Funds to Construct ADA Trails and Signs at Dudley Woods

DD. Appropriate Funds to Restore/Replace Windows of First Wayland High School, Now Known as Bradford Hall

G. Schuler came before the Board to discuss Articles Y, Z, AA, BB, CC, and DD. She stated that she didn't see any potential issues with any of them. C. Karlson said that last year G. Schuler was effective giving a short summary of the articles at town meeting and was thinking she should do it again this year. C. Karlson said she would like the articles to be grouped together in the warrant.

M. Antes moved, seconded by L. Anderson that the Board support Articles Y, Z, AA, BB, CC, and DD. YEA: L. Anderson, M. Antes, L. Jurist, C. Karlson. NAY: none. ABSENT: J. Nolan. ABSTAIN: none. Adopted 4-0.

H. Rescind Authorized but Unissued Debt L. Anderson moved, seconded by M. Antes to pull Article H. YEA: L. Anderson, M. Antes, L. Jurist, C. Karlson. NAY: none. ABSENT: J. Nolan. ABSTAIN: none. Adopted 4-0.

U. Appropriate Funds for Alternative Use of Town Building Library The Board discussed Article U and decided that it is not ready for Annual Town Meeting. The Board decided to go to the COA Board as a courtesy and ask them to withdraw the article.

C. Karlson said that there have been some questions from residents asking the Board if there is a better way to estimate when an article will come up at Town Meeting. The Board said they will talk about that next week when they order the articles in the Warrant.

A5. Minutes: Review and Vote to Approve Minutes of January 23, 2017 L. Jurist moved, seconded by L. Anderson, to approve the minutes of January 23, 2017, as amended. YEA: L. Anderson, M. Antes, L. Jurist, C. Karlson. NAY: none. ABSENT: J. Nolan. ABSTAIN: none. Adopted 4-0.

A6. Review and Approve Consent Calendar (See Separate Sheet) N. Balmer responded to G. Harris's public comment regarding the legal invoice on the consent calendar. N. Balmer said she is working with Town Counsel to see if the legal invoices can be released with redactions. N. Balmer said it's up to the Board

if they want to post it online and in the consent calendar. M. Antes moved, seconded by L. Jurist, to approve the consent calendar. YEA: L. Anderson, M. Antes, L. Jurist, C. Karlson. NAY: none. ABSENT: J. Nolan. ABSTAIN: none. Adopted 4-0.

A7. Review Correspondence (See Separate Index Sheet) The Board reviewed the week's correspondence. The Board stated that Police Chief R. Irving announced his plan for retirement. The Board announced that the solar panels have been turned on and that the Fire Department received two grants. N. Balmer briefly discussed the process of the site approval of 40B on School Street. She said that they need a lot more detailed information and that this is an example of the need for a housing consultant.

A8. Report of the Town Administrator

N. Balmer asked the Board if they would like her to communication with the Finance Committee about not losing the funding for Snake Brook Dam and the Board agreed. She stated that there is a letter of support from the Board of Health for a temporary Moratorium on Marijuana. She said that the Director of IT, J. Pazos, will apply for another community compact grant to provide technical support for the new business analyst position. She stated that she has submitted comments on the budget to the Finance Committee from the Board and a notice of award was sent to Wood Partners.

A9. Selectmen's Reports and Concerns L. Anderson stated that two residents have expressed concerns to her regarding the minutes from the Listening Sessions. She said that one was concerned that the minutes didn't include the feedback from the residents who attended. L. Anderson and the Board agreed that she would go back to her meeting notes, summarize the feedback grouped into categories and attach the feedback to the minutes. M. Antes announced that she signed up for an upcoming MMA Legislative Breakfast meeting.

A10. Topics Not Reasonably Anticipated by the Chair 48 Hours in Advance of the Meeting, If Any
The Chair said, "I know of none."

A11. Enter into Executive Session Pursuant to Massachusetts General Laws Chapter 30A, Section 21(a)(3) to Discuss Strategy with Respect to Litigation if Discussion in an Open Meeting may have a Detrimental Effect on the Litigating Position of the Public Body and the Chair So Declares and Specifically, 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 At 9:20 p.m., 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 discuss strategy with respect to litigation if discussion in an open meeting may have a detrimental effect on the litigating position of the public body and the Chair so declares and specifically, 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. The Chair declared that a public discussion of this matter 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: J. Nolan. ABSTAIN: none. Adopted 4-0. Chair C. Karlson invites attendance by Town Administrator Nan Balmer. The Board will reconvene in open session in approximately thirty minutes for the purpose of adjourning.

The Board returned to open session at 9:35 p.m.

A12. Adjourn There being no further business before the Board, L. Anderson moved, seconded by L. Jurist, to adjourn the meeting of the Board of Selectmen at 9:36 p.m. YEA: L. Anderson, M. Antes, L. Jurist, C. Karlson. NAY: none. ABSENT: J. Nolan. ABSTAIN: none. Adopted 4-0. **Items Distributed for**

Information and Use by the Board of Selectmen at the Meeting of February 6, 2017

1. Article N: Revolving Fund Bylaw

Items Included as Part of Agenda Packet for Discussion During the February 6, 2017 Board of Selectmen's Meeting

1. Memorandum of 2/6/17 from Nan Balmer, Town Administrator, to Board of Selectmen, re: Preparation for Moody's Rating Call: Proposed Financial Policies
2. List of 2017 Annual Town Meeting Articles
3. Draft Board of Selectmen Meeting Minutes, January 23, 2016
4. Report of the Town Administrator for the Week Ending February 3, 2017