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TOWN OF WAYLAND

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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

August 7, 2017

7:00 p.m.

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

Attendance: Lea T. Anderson, Mary M. Antes, Cherry C. Karlson, Douglas A. Levine (arrived 7:06 p.m.)

Absent: Louis M. Jurist

Also Present: Assistant Town Administrator/Human Resources Director John Senchyshyn

A1. Open the 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 and in Preparation for Collective Bargaining with the Police, Fire, AFSCME 1, Library, WESA, Custodial and Food Service Unions Representing Town and School Employees, because a Public Discussion of these Matters may have a Detrimental Effect on the Litigating, Negotiating or Bargaining Position of the Town At 7:01 p.m., L. Anderson 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 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 and in preparation for collective bargaining with the Police, Fire, AFSCME 1, Library, WESA, Custodial and Food Service Unions representing Town and School employees. The Chair 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, C. Karlson. NAY: none. ABSENT: L. Jurist, D. Levine. ABSTAIN: none. Adopted 3-0. Chair L. Anderson invites attendance by Assistant Town Administrator/Human Resources Director John Senchyshyn and Assistant Superintendent of Schools Brad Crozier.

The Board returned to open session at 7:35 p.m.

A2. Call to Order by Chair Chair L. Anderson called the meeting of the Board of Selectmen to order at 7:35 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.

A3. Public Comment

J. Currier, 22 Algonquin Path and representing the Dudley Pond Association, expressed strong support of the School Committee's recommendation to the Board of Selectmen to enter into a contract with HDR Holdings LLC for the school bus parking.

A. Carr, 183 Main St., stated she lives right near the Middle School and is happy to hear there is an alternative solution in the works for the school bus parking and hopes the Board of Selectmen will support the School Committee's recommendation.

A. Michaels, 30 Joyce Road, stated she's very supportive of the School Committee's recommendation and said it's clear they care about the 800 signatures that were collected regarding school bus parking.

T. Rist, 7 Adams Lane, said he concurred with everything that was mentioned during public comment and wanted to mention speeding near the schools and feels it is also a major safety issue that needs to be taken into consideration.

J. Zullo, Claypit Hill Road, supports the school bus parking contract. He then discussed the purchase and sale of the Rivers Edge property. C. Karlson noted that there are no taxpayer funds going into the development of the River's Edge Project.

L. Segal, 9 Aqueduct Road, stated she could understand why Mr. Zullo and others may view the delta between the gross purchase price and the River's Edge developer's payment to the Town to cover project costs as lost revenue into town coffers, as coming out of taxpayer pockets. C. Karlson noted that the resident brought the graph to support his discussion.

A4. Interview and Potential Vote to Appoint to Boards and Committees: Conservation Commission, Thomas Klem

Thomas Klem appeared before the Board to interview for a position on the Conservation Commission. He reviewed his background and interest in serving on the commission. He works in the Biotechnology industry and has previously served on the Board of Health and the Cable Advisory Committee. The Board asked him questions about how he would handle certain situations that might arise and how his background in bio-tech could be an asset. M. Antes moved, seconded by D. Levine to appoint Thomas Klem to the Conservation Commission, effective immediately, for a term to expire on June 30, 2020. YEA: L. Anderson, M. Antes, C. Karlson, D. Levine. NAY: none. ABSENT: L. Jurist. ABSTAIN: none. Adopted 4-0.

A5. Town Review Potential Special Town Meeting Articles:

- 1. Fund Construction of Aqueduct Crossings** Conservation Administrator Linda Hansen discussed the need to fund the construction of three aqueduct crossings. She provided a handout with a draft STM article, a cost proposal and two maps of the crossings. She said people are using the crossings already, so this is a pressing safety issue that needs to be addressed. Funds for this would be a new request that has not been on the capital plan. The Board requested that the article form be fully populated before submission.
- 2. Fund Design for High School Athletic Field Master Plan Projects** Facilities Director Ben Keefe and School Committee member Jeanne Downs briefly discussed the history of the athletic fields and facilities. J. Downs explained the athletic complex and fields were not a part of the High School building project in 2012, so they have needed improvements for a long time and the High School athletic facility was on the 5-year Capital Plan. Environmental concerns have been identified with placement of the existing turf field. She described each of the phases of the projects at the high school and Loker Recreation/Conservation area and related design fees. D. Levine asked if it made sense to do three phases in separate articles. J. Downs said the School Committee decided to issue it as a single combined article with one benefit being financial efficiencies when doing it all together. B. Keefe said construction would start in spring of 2018 and hopefully be completed by spring of 2019, but definitely by fall of 2019. C. Karlson asked if there has been any outreach to Loker Conservation area neighbors. J. Downs said there has not been any outreach yet. C. Karlson stated that they haven't heard from the Finance Committee if they are accepting money articles this fall and she also reminded B. Keefe and J. Downs that they are expecting articles in final form when submitted this year.

3. Fund FY18 Across the Board Increase for Non-Union Staff

J. Senchyshyn said this article addresses the wages for non-union employees for FY18 with an increase of 2%. The proposed increase is consistent with the collective bargaining settlements to date. Funds were approved in the FY18 budget in the Unclassified: Reserve for Salary Settlement account, so this is a reallocation rather than a new funding request. There are no suggested language changes to the bylaws with this article.

4. Fund FY18 Town Collective Bargaining Agreements

J. Senchyshyn discussed the FY18 Town Collective Bargaining Agreements with the Board. He said Town Counsel advised the town to take the agreements to Town Meeting for funding for FY18. He said there was money put into the budget in Unclassified: Reserve for Salary Settlement, and this article reallocates those funds. J. Senchyshyn anticipates four of six town contract settlements will be ready for this STM.

5. Fund FY18 Wage Increase for Town Clerk J. Senchyshyn said there was some discussion of the Town Clerk's salary at the 2017 Annual Town Meeting, but the recommended salary was unchanged from FY17 because contract negotiations were ongoing. This number is based on a 2% across-the-board increase, which is also proposed for regular non-union staff, and a salary adjustment equivalent to a step increase. Again, these funds were set aside in the FY18 budget and this article is a reallocation of those funds. The Town Clerk will go before the Personnel Board on September 11 to discuss this.

A6. Review of New Positions for Departments under the Board of Selectmen J. Senchyshyn said he sent out a request last week to department heads. He said Police Chief R. Irving put in a request for one Police Officer and Fire Chief D. Houghton plans to put in a request for 4 firefighters again. Both Police and Fire Departments have the same reasoning and background information supporting their request as they did last year. One new position being requested this year is that of Assistant Facilities Director/Project Manager. The position would assist B. Keefe with all the new and ongoing construction projects. L. Anderson inquired if any additional positions will be requested by departments. He said he's only heard from one board that will want to increase hours for one position so far.

A9. Update on Town Administrator Evaluation L. Anderson said she collected input from each Selectman at the last meeting and spent a few days consolidating all the information into one document, using the same process from last year. She handed out a draft copy in paper form to each member and gave J. Senchyshyn a copy for public record. Each member is to review the draft and make notes and changes if needed and be ready to discuss it at the next meeting.

A10. Minutes: Review and Vote to Approve Minutes of July 24, 2017 C. Karlson moved, seconded by M. Antes, to approve the minutes of July 24, 2017, as amended. YEA: L. Anderson, M. Antes, C. Karlson, D. Levine. NAY: none. ABSENT: L. Jurist. ABSTAIN: none. Adopted 4-0. The minutes of July 31, 2017, were not available.

A11. 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. NAY: none. ABSENT: L. Jurist. ABSTAIN: none. Adopted 4-0.

A12. Review Correspondence (See Separate Index Sheet) The Board reviewed the week's correspondence. L. Anderson pointed out a letter that offered a different view on the school bus parking issue than was expressed at tonight's public comment. C. Karlson noted that Sudbury Valley Trustees is holding its annual meeting at Mainstone Farm which she thought was a lovely idea.

A7. Review School Committee Recommendation on School Bus Parking School Department Business Manager S. Bottan and School Committee chair Ellen Grieco discussed the recommendation included in the Board of Selectmen's packet to enter a contract with HDR Holdings, LLC for school bus parking. S. Bottan went over what the Town would pay per year. L. Anderson said the charts were very helpful in the packet since it was a complicated issue and that this is just for review tonight. C. Karlson asked if it was time sensitive. S. Bottan said they could complete an agreement within 90 days so there is plenty of time. L. Anderson said there are other things they need to consider as well. S. Bottan expects to hear back from Weston & Sampson in December with the feasibility study results regarding the potential use of the old landfill site. For this contract, S. Bottan said the next step is for E. Doucette to reach out to Town Counsel and share the Town's response and ensure the sample agreement in the RFP is refined so it reflects the real response and agreement.

C. Plumb, Bald Rock Road, asked about the legality of parking school buses near the playground. S. Bottan said she believed it was legal.

A8. Discuss 40B Work Group D. Hill, Chair of Planning Board and D. Levine discussed creating a 40B advisory group, comprising of members of the Board of Selectmen, Planning Board, Board of Health, Board of Public Works and Conservation. D. Levine said towns like Carlisle has been successful using an advisory group when dealing with a 40B application. He said it makes a lot of sense with one big advantage that it can open the lines of communication with improved conversation between the advisory group and the ZBA. He thinks the ZBA will find it helpful and demonstrate the Town's responsiveness to help it through the complicated 40B process.

D. Hill discussed his experience working with ZBA's in other communities. He has found this advisory structure effective. He said Wayland currently doesn't have a ZBA with a lot of 40B experience and having the best and brightest helping them with the application is ideal. He said the ZBA's role is to remain neutral so the advisory group can better speak to the town's interests.

C. Karlson noted that there is already a monthly land use meeting where departments get together to discuss such issues, although she's not sure if they would meet to specifically discuss 40B applications. D. Hill said he's hesitant to just rely on staff. C. Karlson said what is resonating with her is the question of who is advocating for the town for these projects and how does the town take a leadership role? L. Anderson asked D. Hill if advisory groups have made a significant difference for towns that have them. D. Hill said yes, they have made a difference. C. Karlson asked if it is worth working on a draft charge of this to discuss at the next meeting and getting Town Counsel's opinion on the idea. M. Antes requested that the Work Group contain a housing representative.

L. Segal, speaking as a private resident, said that Town Counsel advised that if such a group were created, it should post public meetings and be open to the public. She asked that the Board please watch the recording of last Thursday's 40B hearing to better understand the ZBA's needs.

A13. Report of the Town Administrator

1. Correspondence No additional comments.

2. Memorandum to Finance Committee on Finance Committee Projects and Staff Support

C. Karlson said it's very formal and it slows the process but hopefully it makes it better not just slower.

A14. Selectmen's Reports and Concerns C. Karlson reported attending the EDC meeting last week, and they are still interested in working on the Route 20 Corridor from an economic development perspective. Based on public comment, she thought some time should be spent talking about River's Edge finances so residents can better understand the facts. She said she was hoping to talk about the Library tonight due to the time constraints on the state grant. L. Anderson said she had to take it off the agenda. C. Karlson said she wants to discuss what the Town can afford to do with regards to the potential STM funding articles. L. Anderson said she reached out to Lincoln's Board of Selectmen Chair James Craig and had a good conversation with him about the field at Oxbow Meadows. She said he had reasonable concerns about some of the accommodations that were discussed like buffers, lights and the timing of the traffic study. She also thanked Recreation Chair A. Foster for his work and responsiveness with the project.

A15. Topics Not Reasonably Anticipated by the Chair 48 Hours in Advance of the Meeting, If Any
The Chair said, "I know of none."

A16. Adjourn There being no further business before the Board, D. Levine moved, seconded by M. Antes, to adjourn the meeting of the Board of Selectmen at 9:34 p.m. YEA: L. Anderson, M. Antes, C. Karlson, D. Levine. NAY: none. ABSENT: L. Jurist. ABSTAIN: none. Adopted 4-0.

Items Distributed for Information and Use by the Board of Selectmen at the Meeting of August 7, 2017

1. August 2017 Newsletter, Conservation Commission
2. Draft Article for Special Town Meeting on funding Aqueduct Crossings, cost estimates for construction and maps (2) of the crossings, from L. Hansen

Items Included as Part of Agenda Packet for Discussion During the August 7, 2017 Board of Selectmen's Meeting

1. Memorandum of 8/4/17 to Board of Selectmen re: Appointment of Thomas Klem to the Conservation Commission
2. Memorandum of 8/7/17 from Nan Balmer, Town Administrator, to Board of Selectmen, re: Notes for August 7 Meeting and Potential Special Town Meeting Articles
3. Memorandum of 8/7/17 from Susan Bottan, School Business Administrator, to Board of Selectmen, re: Recommendation to Enter into Contract with HDR Holdings, LLC for School Bus Parking for FY 2019 through FY 2021
4. Draft Minutes of July 24, 2017
5. Report of the Town Administrator for the Week Ending August 4, 2017