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TOWN OF WAYLAND

41 COCHITUATE ROAD
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 13, 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. Open Meeting and enter into Executive Session pursuant to Massachusetts General Laws Chapter 30 A, Section 21 (a) (6) to Consider the Purchase, Taking, Lease or Value of Real Property in Regard to the River's Edge Project at 484-490 Boston Post Road because a Public Discussion of This Matter will have a Detrimental Effect on the Bargaining or Negotiating Position of the Town At 6:31 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)(6) to consider the purchase, taking, lease or value of real property in regard to the River's Edge Project at 484-490 Boston Post Road. The Chair declared that a public discussion of this matter may have a detrimental effect on the bargaining or negotiating 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.

The Board returned to open session at 7:03 p.m.

A2. Call to Order by Chair Chair C. Karlson called the meeting of the Board of Selectmen to order at 7:03 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 stated that there is a listening session coming up Wednesday the 15th at 7:30 p.m. and on the following Wednesday the 22nd at 1:00 p.m. L Anderson stated she received a message regarding the passing of former police lieutenant Roy T. Mogan. The Board expressed appreciation for his 27 years of service to the town.

A3. Public Comment Linda Miller, 30 School Street, read aloud a letter signed by her neighbors to the Board. The letter opposes a potential 40B housing development at 24 School Street and states that it would replace a historic home and barn.

N. Balmer explained the process regarding 40B applications. She said the Housing Partnership and Planning Board will start the process with a site visit and a public meeting on the preliminary application. Information on this project is available on the website.

D. Tanimoto, 2 Melville Place, said that the proposal is unacceptable and out of character with the neighborhood.

M. Lowery, Lakeshore Drive, discussed the third legal opinion on the possible reuse of the town library. He said he was surprised and didn't know the Board spent more town money for this purpose. He said it affirms all of the points made previously.

A4. Meet with Domestic Violence Roundtable Members Ruth Backman, Lynn Trimby, and Allison Koury came before the Board and discussed their organization's background. They invited the Board to take part in upcoming events, including White Ribbon Day scheduled for March 14, 2017. It is a campaign that invites men and boys to be part of the solution in ending violence against women. They also plan to make a Public Service Announcement and asked for male leaders in the community to participate.

A5. Meet with Parker Elmore of Odyssey Advisors to Discuss OPEB Valuation

P. Elmore discussed the Town's OPEB valuation. He stated that this report will be used to determine the appropriation of money in FY18. P. Elmore reviewed key elements of the report. He said investment returns were not as high as expected. The increase in OPEB liability is due to lower investment returns as well as demographic changes and premium changes. He said people are living longer. The Town will have to decide if it wants to increase the level of funding. He then discussed the forecast documents. He went over selected years of what it will look like in the future. He said Wayland is doing far better than peer groups of comparable size.

L. Anderson asked if there were towns that use pay as you go. P. Elmore said that the majority of communities across the country do. He said that those benefits are not sustainable and towns have to set money aside to cover the promises. L. Jurist noted that the current model benefits future tax payers at the expense of current taxpayers and suggested evening out the responsibility.

B. Keveny stated that it's the community's decision on what it funds. He stated that he's more inclined to follow the former OPEB Advisory Committee's guidelines. He said if the Town wants to revisit the whole funding approach; it can get the committee back together to do that.

A6. Annual Town Meeting Articles: Continued Discussion on All Articles Including but not Limited to Abbreviated Presentation Procedures, Order of Articles and Vote Positions, and Meet with Representatives of the Planning Board, Including but not Limited to the Following Articles:

C. Current Year Transfers

B. Keveny stated that the Town is looking at two amounts. One is a snow and ice transfer from free cash. The other one is a transfer out of the septage account to fix a mistake from last year. M. Antes moved, seconded by L. Anderson, to support Article C. YEA: L. Anderson, M. Antes, L. Jurist, C. Karlson. NAY: none. ABSENT: J. Nolan. ABSTAIN: none. Adopted 4-0.

D. OPEB Funding

L. Anderson moved, seconded by L. Jurist to support Article D, OPEB Funding in the amount of \$293,284. YEA: L. Anderson, M. Antes, L. Jurist, C. Karlson. NAY: none. ABSENT: J. Nolan. ABSTAIN: none. Adopted 4-0.

E. Personnel Bylaws and Wage & Classification Plan

J. Senchyshyn came before the Board to discuss the article. L. Anderson moved, seconded by M. Antes, to support Article E. YEA: L. Anderson, M. Antes, L. Jurist, C. Karlson. NAY: none. ABSENT: J. Nolan. ABSTAIN: none. Adopted 4-0.

G. FY 2018 Omnibus Budget

The Board decided not to vote on Article G yet.

N. Revolving Fund Bylaw

N. Balmer stated that the Recreation Commission Chair is in favor of the article language, and the Finance Committee voted to support the article. She said the Board of Public Works is looking at it tomorrow. N. Balmer went into the details of the caps. L. Jurist moved, seconded by M. Antes, to support Article N. 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

M. Antes moved, seconded by L. Anderson, to support Article S. YEA: L. Anderson, M. Antes, C. Karlson. NAY: L. Jurist. ABSENT: J. Nolan. ABSTAIN: none. Adopted 3-1.

T. Non-Medical/Recreational Marijuana Moratorium – Zoning Bylaw Amendment

Chair of the Youth Advisory Committee Sarah Greenaway and Wayland Cares Program Director Jason Verhoosky came before the Board and agreed that the moratorium is a reasonable amount of time to allow the Town to research the effects of recreational marijuana. L. Jurist moved, seconded by L. Anderson to approve Article T. 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

C. Karlson stated that the COA Board voted to withdraw the article. M. Antes moved, seconded by L. Jurist, to withdraw Article U. 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 stated that the BOPW received the specific estimates the Board requested at the last meeting. He discussed the three components: environmental improvements required under the Conservation Commissions Order of Conditions, paving a 600 foot road to the planned new DPW materials storage area, and repaving 2200 feet of the current paved access way to the transfer station. L. Jurist moved, seconded by M. Antes, to approve Article X as presented this evening. YEA: L. Anderson, M. Antes, L. Jurist, C. Karlson. NAY: none. ABSENT: J. Nolan. ABSTAIN: none. Adopted 4-0.

EE. Plastic Bag Reduction Bylaw

P. Dale stated that the Town Counsel said both of his Articles he submitted are in good form and similar to bylaws that have been adopted by other communities and approved by the Attorney General. He stated that jurisdiction has usually fallen under the Board of Public Works in other communities. The Board told P. Dale that there needs to be a funding source listed in the article. M. Lowery suggested that he go to town meeting with the current article but with no appropriation. Chair C. Karlson agreed with this approach. L. Anderson moved, seconded by M. Antes, to support Article EE. YEA: L. Anderson, M. Antes, L. Jurist, C. Karlson. NAY: none. ABSENT: J. Nolan. ABSTAIN: none. Adopted 4-0.

FF. Polystyrene Food Container Bylaw

P. Dale stated that he understands the Board of Health has been looking for additional staff and wouldn't want the article to be held up because of that. He stated that the article doesn't need any staff's assistance,

monitoring, and/or enforcement, based on the experience in other towns. He stated that the timeline gives ample time for merchants to adjust. The Board decided to hold off on a position for now until they get some feedback from business owners.

Q. Limited Site Plan Review – Exempt Uses

S. Sarkisian and D. Hill came before the Board and passed out comments from the last public hearing. They said that the article just got a vote of support from the Finance Committee. They cited the recent Carroll School experience as the main reason it was brought forward this year. L. Anderson moved, seconded by M. Antes, to support Article Q. YEA: L. Anderson, M. Antes, L. Jurist, C. Karlson. NAY: none. ABSENT: J. Nolan. ABSTAIN: none. Adopted 4-0.

R. Street Acceptance

M. Lowery said there is a question about a drainage issue on Spencer Circle. The Board stated that they are not comfortable taking a position right now.

A7. Review FY18 Health Insurance Budget Projection J. Senchyshyn handed out documents and stated that they are based on February 1, 2017 enrollment, which includes 15 new hires. He stated that West Suburban had some funding shortfalls on a couple of its plans. He said there is no cushion factored into the numbers. He said the Finance Committee understood that this number was a tight number. He recommended to the Finance Committee that they have a contingency plan just in case.

A8. Vote to Order Articles

The Board agreed with C. Karlson's proposed order of the articles. There was no vote taken.

A9. Vote to Authorize Town Administrator to Finalize River's Edge Notice of Award

M. Antes moved, seconded by L. Anderson, that the Board authorize the Town Administrator to Finalize and Sign the amended River's Edge Notice of Award. YEA: L. Anderson, M. Antes, L. Jurist, C. Karlson. NAY: none. ABSENT: J. Nolan. ABSTAIN: none. Adopted 4-0.

A10. Minutes: Review and Vote to Approve Minutes of January 30, 2017 L. Anderson moved, seconded by M. Antes, to approve the minutes of January 30, 2017, as amended. YEA: L. Anderson, M. Antes, L. Jurist, C. Karlson. NAY: none. ABSENT: J. Nolan. ABSTAIN: none. Adopted 4-0.

A11. 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. NAY: none. ABSENT: J. Nolan. ABSTAIN: none. Adopted 4-0.

A12. Review Correspondence (See Separate Index Sheet) The Board reviewed the week's correspondence. The Board and N. Balmer discussed the role of the ZBA. L. Anderson asked if there is any way to set expectations for residents about the land use process. N. Balmer brought up the possibility of having a future Community Development position. She said the Town can do better but it is common for residents to not be satisfied with land use departments.

A13. Report of the Town Administrator

C. Karlson suggested that N. Balmer sit with the Board of Library Trustees about the study regarding the use of the Library Building. N. Balmer believes the Library should own the project and that if the Town wants that answer, it should start the process now.

A14. Selectmen's Reports and Concerns

M. Antes stated that the Lunar New Year celebration was Saturday and there was a nice tribute to Superintendent Dr. Paul Stein for his work supporting the language program. M. Antes said she will attend a forum on marijuana tomorrow hosted by MetroWest. C. Karlson mentioned the email from WRAP about capital projects, and followed up with N. Balmer about the housing certifications.

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, L. Jurist moved, seconded by L. Anderson, to adjourn the meeting of the Board of Selectmen at 10:16 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 13, 2017

1. Draft Order of Annual Town Meeting Articles for Discussion
2. Odyssey Advisors Presentation of GASB 45 Results, Draft Order of Annual Town Meeting Articles for Discussion on February 13, 2017
3. Email of 2/13/17 from Thomas Holder, DPW Director, to Finance Committee re: Street Acceptance, Spencer Circle
4. Amended Version of Planning Board Article, Limited Site Plan Review, Exempt Uses
5. Amended Version of Personnel Board Article, Personnel Bylaws and Wage and Classification Plan
6. Amended Version of Board of Public Works Article, Transfer Station Access Road Improvements
7. Budget prepared by John Senchyshyn, Assistant Town Administrator/Human Resources Director, FY18 Insurance 32B
8. Meeting Notice from Sudbury-Wayland-Lincoln Domestic Violence Roundtable, "Take the Pledge Be Part of the Solution," March 14, 2017, Wayland Public Safety Building
9. Draft Article, Revolving Funds

Items Included as Part of Agenda Packet for Discussion During the February 13, 2017 Board of Selectmen's Meeting

1. Letter of 2/8/17 from Ruth Backman to Board of Selectmen re: Update on Sudbury Wayland and Lincoln Domestic Violence Roundtable
2. Letter of 1/26/17 from Odyssey Advisors to Brian Keveny, Finance Director, re: GASB 45 – Summary of Results, and Town of Wayland Other Postemployment Benefits Plan Premium Based Forecast as of December 31, 2016
3. Memorandum of 2/10/17 to Board of Selectmen re: Annual Town Meeting Articles with Article List
4. Memorandum of 2/13/17 from Nan Balmer, Town Administrator to Board of Selectmen re: Revolving Fund: Revised Draft Bylaw
5. Memorandum of 2/13/17 from Nan Balmer, Town Administrator to Board of Selectmen re: River's Edge
6. Draft Board of Selectmen Meeting Minutes, January 30, 2016
7. Report of the Town Administrator for the Week Ending February 10, 2017