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BOARD OF SELECTMEN

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

Board of Selectmen Meeting Minutes June 27, 2016

Attendance: Lea T. Anderson, Mary M. Antes, Louis M. Jurist (arrived 7:34 p.m.), Cherry C. Karlson, Joseph F. Nolan

Also Present: Town Administrator Nan Balmer

A1. Open Meeting and Enter into Executive Session Pursuant to Massachusetts General Laws Chapter 30A, Section 21(a)(3) to Discuss Strategy with Respect To Health Insurance in regard to the AFSCME Clerical Union, the AFSCME Professional Union, the Teamsters, the Library Association, the Police Union, the Fire Union, the Wayland Teachers Association, the Wayland Educational Secretarial Association, the School Custodians Union, and the Food Service Association; And Pursuant to Massachusetts General Laws Chapter 30A, Section 21(a)(7), to Review and Consider for Approval the Potential Release of the Executive Session Minutes of June 13, 2016, Pertaining to the Above Subjects, because a Public Discussion of Collective Bargaining 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, to enter into executive session pursuant to Massachusetts General Laws Chapter 30A, Section 21(a)(3) to discuss strategy with respect to health insurance in regard to the AFSCME Clerical Union, the AFSCME Professional Union, the Teamsters, the Library Association, the Police Union, the Fire Union, the Wayland Teachers Association, the Wayland Educational Secretarial Association, the School Custodians Union, and the Food Service Association; and pursuant to Massachusetts General Laws Chapter 30A, Section 21(a)(7), to review and consider for approval the potential release of the executive session minutes of June 13, 2016, pertaining to the above subjects. The Chair declares that a public discussion of these matters may have a detrimental effect on the bargaining or negotiating position of the town. Roll call vote: YEA: L. Anderson, M. Antes, C. Karlson, J. Nolan. NAY: none. ABSENT: L. Jurist. ABSTAIN: none. Adopted 4-0). Chair C. Karlson invites attendance by Town Administrator Nan Balmer, Assistant Town Administrator/ Human Resources Director John Senchyshyn, Benefits Manager Donna Lemoyne, Assistant Superintendent of Schools Brad Crozier, and Executive Assistant MaryAnn DiNapoli. The Board will reconvene in open session in approximately thirty minutes.

The Board returned to open session at 7:10 p.m.

A2. Call to Order by Chair Chair C. Karlson called the meeting of the Board of Selectmen to order at 7:10 p.m. in the Selectmen's Meeting Room of the Wayland Town Building and noted the meeting will likely be broadcast and videotaped for later broadcast by WayCAM.

A3. Public Comment Cliff Lewis, 33 Claypit Hill Road, and former member of the OPEB Advisory Committee, said he hoped the Board would have a detailed discussion regarding the proposed OPEB article for Special Town Meeting, and asked if he should stay for the agenda item later in the evening. C. Karlson said the discussion tonight was not expected to be substantive, but it was his decision.

A4. Interviews and Potential Vote to Appoint to Boards and Committees Jessica Green joined the Board via telephone to interview for reappointment to the Personnel Board. J. Nolan moved, seconded by L. Anderson, to reappoint Jessica Green to the Personnel Board, effective July 1, 2016, for a five-year term to expire on June 30, 2021. YEA: L. Anderson, M. Antes, C. Karlson, J. Nolan. NAY: none. ABSENT: L. Jurist. ABSTAIN: none. Adopted 4-0.

The Board was joined by Jason Drori, Adam Hirsh, and Thomas White to interview for a position on the Zoning Board of Appeals. Argiro Shapiro did not appear to interview for the position of Associate Member to the Zoning Board of Appeals. T. White said he is a commercial architect, and has worked with zoning boards in other towns. A. Hirsh said he moved to Wayland two years ago and would like to serve the community; he is in the biotech industry and works for a pharmaceutical company. J. Drori said he is an attorney that works in commercial litigation and has experience in property disputes. The Board discussed the need to make the time commitment, and the ability to help homeowners navigate the system.

L. Jurist arrived at 7:34 p.m. L. Anderson moved, seconded by M. Antes, to reappoint Thomas White to the Zoning Board of Appeals, effective July 1, 2016, for a three-year 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. J. Nolan moved, seconded by L. Anderson, to appoint Jason Drori as an associate member of the Zoning Board of Appeals, effective July 1, 2016, for a three-year 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. C. Karlson said she would contact A. Hirsh to discuss his interest in serving on other boards or committees.

The Board was joined by Gil Wolin and Klaus Shigley to interview for appointment to the Finance Committee. G. Wolin discussed his current term on the Finance Committee, noting that he missed six months due to illness. He said he tries to find a balance between the big picture and the details, and he is sensitive to the need to examine expenditures. K. Shigley reviewed his background in finance, and said it is important to balance quality with cost. He said his skills include the ability to run a productive meeting, ask the right questions, and work with other people.

C. Karlson said the Finance Committee has been asked to create a calendar of their meetings to assess the time commitment. She noted that there will be two more interviews for the Finance Committee at the Board meeting on July 13, 2016, and a decision will be made at that time.

A5. Review Special Town Meeting Articles The Board was joined by Town Counsel Mark Lanza to review potential articles for the November 2016 Special Town Meeting. The Board discussed the article, "Petition the State Legislature to Adopt Special Act for Other Employment Benefits Trust Funds and Repeal Existing OPEB Trust Fund Special Act." Members discussed whether to go forward with a Special Act and have a locally controlled OPEB fund, or whether to remain in the state Pension Reserves Investment Trust (PRIT). M. Lanza said the GASB guidelines require that the OPEB funds be in a trust, for security reasons, but that either PRIT or a Special Act will address that concern. He noted that the Special Act could be flexible and still allow for the funds to go to PRIT. L. Jurist asked if the pending Municipal Modernization Act would address this issue; M. Lanza said he could not predict that. The Board discussed whether there was any time pressure to bring this article to Special Town Meeting, while also considering the need to complete the work of the OPEB Committee. M. Lanza discussed the impact and options in having residents serve on a Trust Board. The Board agreed to keep the article on a potential list for Special Town Meeting until a full list of articles can be considered.

M. Lanza addressed the proposed article, "Town Meeting Consent Calendar." He said the article would create a bylaw that would determine the protocol for a consent calendar. L. Jurist said the abbreviated procedures used at the recent Annual Town Meeting were very efficient. C. Karlson agreed, and said a consent calendar would become another tool to shorten town meeting. M. Antes noted that the last attempt to use a consent calendar failed, and M. Lanza said it was a Moderator's rule at the time and not a bylaw. M. Lanza said he has a revised version of the bylaw with more detail, based on the bylaw implemented by the Town of Sudbury.

In regard to the proposed article, "Petition the State Legislature to Remove All Police Personnel from the Provisions of Civil Service Without Affecting the Civil Service Rights of Incumbents," C. Karlson said that State Representative Alice Peisch is confirming the available options to depart civil service, and the method that other towns have used.

N. Balmer said the proposed article, "Preservation of Historically Significant Buildings Through Demolition Delay," has been withdrawn.

A6. Update on Mainstone From Chairs of Community Preservation Committee and Conservation Commission; Vote Intent to Approve Conservation Restriction for Mainstone; Discuss Special Town Meeting Article to Authorize Application for Land Grant and Authorize Chief Executive Officer to Execute all Required Application Documents The Board was joined by Gretchen Schuler, Chair of the Community Preservation Committee, Sherre Greenbaum, Chair of the Conservation Commission, and Town Counsel Mark Lanza. G. Schuler explained that when applying for a land grant to purchase a Conservation Restriction (CR), it is a requirement that permission be received from town meeting. She said town meeting must also vote the full purchase amount, which includes the \$3 million from the Sudbury Valley Trustees. Therefore, the town must take these votes at the November 2016 Special Town Meeting in order to meet the grant deadline. C. Karlson said that, in addition, the Open Space and Recreation Plan must be ready by July 13. S. Greenbaum said a draft plan will be approved at the July 7 Conservation Commission meeting, which is sufficient to meet the requirement.

J. Nolan moved, seconded by M. Antes, that it is the intent of the Board to approve the Conservation Restriction for Mainstone, and to authorize the Chief Executive Officer to execute all documents required to submit an application to the Massachusetts Executive Office of Energy and Environmental Affairs for a land grant. YEA: L. Anderson, M. Antes, C. Karlson, L. Jurist, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

G. Schuler said the draft CR is ready to be sent to the state, and she reviewed the timeline for the funding. She said there is a second CR pending on approximately ten acres, which is necessary to provide access and protect the town's investment on the larger property. S. Greenbaum said the Conservation Commission must conduct a site visit and get the dimensions of building envelope from the family; she expressed confidence it will be approved in a timely manner. Board members discussed parking areas, bicycling, defined trails, and the process for potentially lifting the conservation restriction in the future. It was the sense of the Board to move forward as presented.

A7. Review and Approve Minutes of June 13, 2016; Potential Vote to Release Executive Session Minutes of June 13, 2016 L. Anderson moved, seconded by M. Antes, to approve the minutes as amended of June 13, 2016. YEA: L. Anderson, M. Antes, C. Karlson, L. Jurist, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0. M. Antes moved, seconded by L. Anderson, to approve and release

with redactions the executive session minutes of June 13, 2016. YEA: L. Anderson, M. Antes, C. Karlson, L. Jurist, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

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. The Board thanked Colleen Sheehan for her service on the Planning Board and the Wayland Real Asset Planning (WRAP) Committee. N. Balmer said the letter from a resident to the State Supervisor of Public Records was referred to Town Counsel for a response.

A11. Report of the Town Administrator N. Balmer reported on her meeting with the website provider ClearGov, and asked the Board for guidance in moving forward. Members discussed the responsibility for providing the information, the ability of the public to respond, and the reliability of the provider. C. Karlson noted that she would be filing a disclosure of interest, because a member of the Finance Committee is considering becoming an investor in the company. The Board agreed to discuss it further at the next meeting.

A8. Meet with Town Moderator; Annual Town Meeting Follow-up The Board was joined by Town Moderator Dennis Berry and Electronic Voting Implementation Subcommittee Chair David Bernstein to review the recent Annual Town Meeting. C. Karlson said the abbreviated procedure worked well, and the majority of articles were well prepared. D. Bernstein agreed; however, he noted that one article was argued between Boards for fifty minutes, and a copier should have been available. He also said that the lengthy errata handout costs time. He said he was happy to see there was no proxy voting, and the projection of the motions on screen was very helpful. L. Jurist said he felt the procedural rules were applied inconsistently, and the Moderator has the power to make the meeting more efficient. C. Karlson requested that if changes are going to be made by the Moderator after the preliminary walk-through, the Board should be notified. J. Nolan said it is problematic when comments are allowed that are not relevant to the articles at hand. It was noted that the cost to provide chairs with cushions would be an additional \$1,100. Participants discussed the possibility of a consent calendar bylaw; D. Berry agreed to do a consent calendar at the 2017 Annual Town Meeting. L. Anderson asked if the Moderator's Forum could be combined with the Selectmen's Warrant Hearing. D. Berry said he was willing to consider it, but they serve different purposes, and his hope is that more people will attend the Moderator's Forum as it becomes more widely known. Members discussed having more information on the website, earlier start times, and the ability to provide childcare.

A11. Report of the Town Administrator N. Balmer reported on a regional meeting regarding upcoming changes to municipal water permits. She said there is a need to consider growth issues in regard to providing water and wastewater for town development, and the Town Planner will address it. She said she attended a meeting earlier in the day with U. S. Representative Katherine Clark to discuss local issues such as the MS4 stormwater requirements and gun safety. She said the draft Housing Production Plan will be placed in the Board's Dropbox as soon as it is available. She reported that the town was fined approximately \$12,000 by the IRS because payroll taxes were deposited one day late during the transition to a new Treasurer. The Treasurer is looking into the issue and will recommend procedural changes. She said the Collins Center study of financial procedures will begin the week of July 4, and she reviewed a summary prepared by the DPW of maintenance costs on each athletic field. Board members discussed the responsibility for the turf field and the tennis courts; N. Balmer said the staff is meeting to straighten out these issues. She asked the Board if it would commit to the purchase of the Library site for purposes of the Massachusetts Public Library

Construction Program; the Board agreed that the town would purchase the site as advised by town meeting. Finally, she advised the Board that due to an error in the posting for the 150 Main Street LLC Planning Board hearing, the hearing must be held again.

A12. Selectmen's Reports and Concerns L. Anderson advised that the Minuteman Regional School would be calling for a district-wide vote tonight because Belmont did not approve their portion of the funding of the debt. L. Jurist reported on the Open Space and Recreation Plan Community Forum; he said it was clear that the high school track and tennis courts are the highest priority. J. Nolan asked about a possible multi-use facility; L. Jurist said the plan will only address outside facilities. M. Antes asked to check on her status as rep to the Metropolitan Area Planning Council.

A13. 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. Anderson moved, seconded by M. Antes, to adjourn the meeting of the Board of Selectmen at 10:20 p.m. YEA: L. Anderson, M. Antes, L. Jurist, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

Items Included as Part of Agenda Packet for Discussion During the June 27, 2016 Board of Selectmen's Meeting

1. Memorandum of 6/23/16 to Board of Selectmen re: Appointments to Positions on Personnel Board, Zoning Board of Appeals, and Finance Committee
2. Memorandum of 6/27/16 from Nan Balmer, Town Administrator, to Board of Selectmen re: Potential Special Town Meeting Articles
3. Memorandum of 6/27/16 from Nan Balmer, Town Administrator, to Board of Selectmen re: Mainstone, with Draft Conservation Restriction and Correspondence from Attorney Elizabeth L. Wroblecka, Etheredge & Steuer
4. Draft Minutes of June 13, 2016
5. Report of the Town Administrator for the Week Ending June 24, 2016

Items Distributed for Information and Use by the Board of Selectmen at the Meeting of June 27, 2016

1. Email of 6/27/16 from Gil Wolin to Board of Selectmen re: Résumé for Interview for Finance Committee Position