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TOWN OF WAYLAND

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WAYLAND, MASSACHUSETTS 01778

BOARD OF SELECTMEN
LEA T. ANDERSON
MARY M. ANTES
THOMAS J. FAY
CHERRY C. KARLSON
DOUGLAS A. LEVINE

Meeting Minutes
BOARD OF SELECTMEN
Tuesday, March 24, 2020
2:00 p.m.
Wayland Town Building
Council Aging Room
41 Cochituate Road, Wayland, MA

Note: In compliance with the March 12, 2020 Massachusetts Office of the Governors' Order Suspending Certain Provisions of the Open Meeting Law M.G.L. Chapter 30A, Section 20, the March 24, 2020 Board of Selectmen meeting was livestreamed on local broadcast on WayCAM. Public Comment was accessible by telephone during the time designated for Public Comment.

Attendance: Lea T. Anderson, Mary M. Antes, Thomas J. Fay, Cherry C. Karlson, Douglas A. Levine (T. Fay and D. Levine participated remotely by videoconferencing, M. Antes and L. Anderson by telephone, C. Karlson participated by videoconferencing and was present at Town Building)

Also Present: Town Administrator Louise Miller

A1. Call to Order by Chair, Review the Agenda for the Public C. Karlson called the meeting of the Board of Selectmen to order at 2:13 p.m. in the Wayland Town Building Council on Aging Room when a quorum was available, and noted that the meeting would be broadcast live and recorded for later broadcast by WayCAM. C. Karlson noted members who would participate remotely to maintain social distance, and a phone number (508-358-6812) for the public to call to offer comments during the Public Comment agenda item. C. Karlson reviewed the agenda for the public.

A2. Announcements and Public Comment (included in item A3) C. Karlson thanked Management Analyst Jason Adams and IT Director Mike McCann for audiovisual support, and the Health Department staff for efforts during the public health emergency.

A3. COVID-19: Town Administrator Update and Review of Response Plan L. Miller reported that Town Departments had been reduced to only minimum essential personnel. Police, Fire and Health were all reporting physically on a full-time basis, but with modified rotating schedules. Treasury, Clerk, Finance, IT, and Town Administrator's Office would have a presence in the Town Building at all times, and the Assessor was reporting on a limited basis. The Board of Assessors would be meeting weekly. Public Facilities Director and IT Director would also report full-time. Payroll would be processed remotely for base salaries only.

1. Discussion on the following topics

a. State Legislation update L. Miller reported that she had been working with Sean Cronin from the Massachusetts Department of Revenue's Division of Local Services on pending legislation for implications for FY2020 and FY2021. L. Miller reported that the Town still needed guidance on the FY2021 Budget, if a budget would not be voted by June 30, 2020. L. Miller reported that Senate Bill No. 2608, "granting authority to postpone 2020 municipal elections" had been passed yesterday by the state legislature. D. Levine confirmed that the bill had been signed by the Governor, now known as Chapter 45 of the Acts of 2020. L. Miller reported that Public Library personnel had used the Town's 3-D printer to print two plastic reusable n95 masks. The masks would undergo testing; if successful, additional masks could contribute to alleviating the shortage of Personal Protective Equipment (PPE). T. Fay asked if there was any expectation for limiting

outdoor evening activities this spring due to the public health risk of Eastern Equine Encephalitis virus (EEE). L. Miller reported there had been no curfew advisory yet, but that the Town would plan for aerial spraying, as mosquito control was deemed an essential function during the local state of emergency. L. Miller reported that the CDC advised the public to not use reusable shopping bags.

b. **Town Meeting and Town Election Postponement, Vote as necessary** L. Miller recommended that the Board act to postpone the Town Election to a date certain before June 30, 2020. L. Miller had consulted the Town Clerk and recommended Tuesday, June 9, 2020. C. Karlson noted the intent of the Board was to keep the Town Meeting within seven days of the election, as intended by Chapter 36-1 of the Town Code; therefore the Town Meeting could start Sunday, June 14, 2020. L. Miller noted that there was currently no authority to move the Town Meeting more than thirty days; Senator Rausch was working on new legislation that would authorize the Town Moderator and the Board to set a new date for Town Meeting beyond thirty days, and recommended that the Board table action to postpone Town Meeting.

D. Levine moved, seconded by L. Anderson, that the Board of Selectmen, pursuant to the passage of March 22, 2020 Bill No. 2608 of state legislation, now known as Chapter 45 Section 1 of the Acts of 2020, signed by the Governor, move the date of the local election from Tuesday, March 31, 2020 to Tuesday, June 9, 2020. In discussion, T. Fay asked if the Moderator had been notified of the change. L. Miller confirmed that the Moderator, Town Clerk, Town Counsel, and vendors has been notified to coordinate the postponement of both events. In discussion, the Board also heard public comment. Roll Call Vote: YEA: L. Anderson, M. Antes, T. Fay, C. Karlson, D. Levine. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

c. **Other topics not reasonably anticipated**

2. **Open for Public Comment***

A. Lewis, Claypit Hill Road, called by telephone, voiced opinion that June 9, 2020 was too soon and noted for the public that absentee ballots and early voting options would be available.

Richard Turner, Nobb Hill Road, called by telephone, and commented on the use of single-use plastic bags, and asked the supermarkets to put signs on entrances alerting customers of any policy changes; he also endorsed the use of paper bags. R. Turner asked if the Citizens Emergency Response Team (CERT) would be involved in COVID-19 response. L. Miller reported that the Town's intent is to limit interactions with citizens and had not yet called on the CERT.

A4. Minutes: Review and vote to approve minutes of March 20, 2020 C. Karlson reported there were no minutes to approve.

A5. Consent: Review and vote to approve (see separate sheet)

1. Vote the question of approving and signing the weekly payroll and expense warrants.

M. Antes moved, seconded by L. Anderson, that the Board of Selectmen vote to approve the Consent Calendar in the Board Packet. Roll Call Vote: YEA: L. Anderson, M. Antes, T. Fay, C. Karlson, D. Levine. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

A6. Correspondence Review The Board reviewed correspondence included in the Board Packet.

A7. Selectmen's reports and concerns M. Antes reported that she had picked up six sign boards from the League of Women Voters in Concord and would like the signs to be put at locations in Wayland. C. Karlson recommended the topic be put on a future agenda.

A8. Topics not reasonably anticipated by the Chair 48 hours in advance of the meeting, if any.

Single signing authority for weekly warrants L. Anderson moved, seconded by, M. Antes, that the Board vote to designate C. Karlson or T. Fay to be a single signing authority upon a Board vote for weekly warrants. Roll Call Vote: YEA: L. Anderson, M. Antes, T. Fay, C. Karlson, D. Levine. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

C. Karlson suggested a future agenda item to suspend the Town's ban on single-use plastic bags, which conflicts with current advice to grocers from the CDC against reusable bags. C. Karlson recommended a standing weekly meeting for the Board.

A9. Adjourn D. Levine moved, seconded by T. Fay, to adjourn the meeting at 3:05 p.m. Roll Call Vote: YEA: L. Anderson, M. Antes, T. Fay, D. Levine, C. Karlson. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

Items Distributed for Information and Use by the Board of Selectmen at the Meeting of March 24, 2020

1. There were none.

Items included as part of the Agenda Packet for discussion during the March 24, 2020 Board of Selectmen Meeting

1. COVID-19 Notice: Date: March 20, 2020 To: All Food Establishments From: Wayland Health Department Re: COVID-19 (2019 novel Coronavirus) Update
2. COVID-19 Notice: Date: March 21, 2020 To: All Residents Re: 150 Main Street CVS Temporary Closure
3. COVID-19 Notice Date: March 23, 2020 at 10:45 am To: All Wayland Residents From: Town Administrator, Louise Miller, Director of Public Health, Julia Junghanns Re: Update on Wayland Businesses
4. COVID-19 Notice Date: March 23, 2020 at 11:45 a.m. To: All Wayland Residents and Businesses From: Town Administrator, Louise Miller Re: Governor's Order No. 13 of COVID-19 Essential Services
5. COVID-19 Notice Date March 23, 2020 at 12:15 p.m. on Governor's signed order closing all non-essential business and limit gathering sizes
6. COVID-19 Notice Dated March 23, 2020 at 12:20pm Essential Services, by Order of the Governor
7. Senate Bill No. 2608 filed March 23, 2020, "granting authority to postpone 2020 municipal elections in the commonwealth and increase voting options in response to the declaration of emergency to respond to COVID-19."

CORRESPONDENCE

1. Correspondence from Carrie Benedon, Massachusetts Assistant Attorney General, to George Harris, Wayland Resident, copy to Cherry Karlson, Board of Selectmen Chair dated March 23, 2020 re: Notice of extension to the Open Meeting Law complaints filed by George Harris to May 27, 2020.