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# TOWN OF WAYLAND

41 COCHITUATE ROAD  
WAYLAND, MASSACHUSETTS 01778

## Meeting Minutes BOARD OF SELECTMEN

**Tuesday, July 7, 2020**

**5:00 p.m.**

**Wayland Town Building  
Council on Aging Room  
41 Cochituate Road, Wayland, MA**

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

**Note: In compliance with the March 12, 2020 Massachusetts Office of the Governor's Order Suspending Certain Provisions of the Open Meeting Law M.G.L. Chapter 30A, Section 20, this meeting of the Board of Selectmen was livestreamed on local broadcast on the WayCAM Government channel and available for public teleconference participation via Zoom. Public Comment was received by telephone and Zoom during the time designated for Public Comment.**

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

**Also Present:** Town Administrator, Louise Miller; Assistant Town Administrator, Elizabeth Doucette; Management Analyst, Seath Crandall; Finance Director, Brian Keveny; IT Director, Michael McCann; Public Buildings Director, Kenneth (Ben) Keefe

**Remote participation by tele-videoconferencing:** Selectman Elect/Finance Committee Member, David Watkins; Board of Public Works member, Mike Wegerbauer; Town Moderator, Dennis J. Berry; Electronic Voting Implementation Subcommittee (ELVIS) Chair, David Bernstein; Eversource Energy representative, Christine Crosby

**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 5:09 p.m. when a quorum was available and noted that the meeting would be broadcast live and recorded for later broadcast by WayCAM and open on Zoom. C. Karlson announced that members of the Board would participate remotely to maintain social distance. C. Karlson announced a phone number (508-358-6812) for the public to call to offer comments and reviewed for the public how to participate via Zoom. C. Karlson reviewed the agenda for the public. T. Fay joined the meeting at 5:12 p.m.

**A2. Announcements and Public Comment** C. Karlson announced that Public Comment was open.

Stan Robinson, Wheelock Road, commented by telephone on the agenda item regarding Automated Meter Reading (AMR). He recommended that the Board question the contract; he informed the Board that it is not legally required to sign the contract today. S. Robinson requested that the Board postpone the decision until he reviews all the proposals submitted to the Town. S. Robinson suggested that the Board deliberate about the Town's slow response to public records requests and uncorrected defects in the Annual Town Meeting (ATM) procedures.

Margaret Patton, Plain Road, telephoned to comment regarding Article 12 in the 2019 ATM Warrant (Automatic Water Meter Reading) and noted that there was no mention of privacy. She asked if a hard-wired option would be investigated.

Margo Melnicove, Lakeshore Drive, participated via Zoom. She commented as a high-risk resident and recommended that the Board hold ATM outside on a Sunday afternoon. She reported that she would feel disenfranchised if the meeting were held indoors.

George Harris, Holiday Road, offered two comments by telephone; the first regarded transparency concerning the draft of the Governor's bill to seat the newly elected Selectman, Dave Watkins. G. Harris felt strongly that the information should be in the packet. C. Karlson clarified that the information was on page 8 of the packet. G. Harris echoed previous comments made by S. Robinson requesting access to the winning proposal for AMR.

**A3. Restaurants: review, discuss outdoor service license for the following restaurant(s): 1. The Dudley Chateau, 20 Crest Road, Wayland** L. Miller reported that the Police Department had confirmed that there had been no reports of complaints with respect to the Dudley Chateau restaurant and on several occasions the restaurant closed prior to the scheduled closing time.

**A4. Town Administrator Update: 1. COVID-19 update and review of Response Plan; 2. Board of Health Update; 3. Open Meeting Law Guidance; 4. Signs; 5. Project Updates: a. Oxbow Field, b. Route 27 Bridge; 6. School Bus Parking**

**A4.1. COVID-19 update and review of Response Plan** There was no additional information.

**A4.2. Board of Health Update** L. Miller reported that the next Board of Health Update will be released July 8.

**A4.3. Open Meeting Law Guidance** L. Miller reported that the state had issued updated guidance regarding outdoor meetings. L. Miller reported that the Town has established an area outside Town Building that is handicap accessible and could be used to hold outdoor public meetings. L. Miller added that it is unclear if outdoor meetings would be broadcast or recorded by WayCAM, but added that they would be open for the public to physically attend.

**A4.4. Signs** L. Miller wanted to start a discussion with the Board regarding the sign policy and recommended that the Board review and update the existing policy. L. Miller noted that the Town had received a number of complaints in recent months of the size of signs, the length of time they remain in place, and where the authority to remove signs that are placed in the right-of-way rests. The Board discussed the history of the previous discussion, the scope of the policies, and agreed to revive the discussion.

**A4.5. Projects Update:**

**a. Oxbow Field** L. Miller reported that the Town was meeting with the contractor July 8 and that the site conditions have improved. L. Miller noted that the field was projected to be ready for use in September. L. Miller noted that she had received some communication from the neighbors in regard to the settlement agreement and would be working through some of the issues.

**b. Route 27 Bridge** L. Miller reported that the Route 27 bridge work is projected to be completed this year and the project is currently before the Conservation Commission for permitting. Massachusetts Department of Transportation (DOT) should complete their portion of the work regardless of the status of the Town's portion of the work.

**A4.6. School Bus Parking** L. Miller reported that the DOT had previously selected three properties located in Weston, Natick, and Lincoln that could serve as locations to park Wayland school buses. L. Miller and Town Planner Sarkis Sarkisian visited the three sites. The property that was closest and most accessible in Weston is not ready for bus parking and would require paving. The Natick and Lincoln properties could be pursued. The Town has received comments previously that the buses should not be parked on Wayland school properties. The Town's preference is to have a property in Wayland to park school buses, potentially the Town Building or the old Whole Foods parking lot. T. Fay recommended that the Town consider using multiple smaller locations which may be easier to locate. The School Department Transportation Coordinator and Town Planner will continue to work to select the location.

**A5. Seating of Elected Officials: review language from town counsel for a potential Governor's Bill; discuss and vote intent to fill School Committee vacancy, set date for joint meeting with School Committee; discuss and vote of intent to fill Board of Public Works vacancy, set date for joint meeting with Board of Public Works** C. Karlson updated the Board on two recent resignations from seats on the School Committee and Board of Public Works (BoPW). The School Committee vacancy was posted on July 2, 2020 and the School Committee voted on July 6, 2020 the intent to fill the vacancy. C. Karlson noted that there was one applicant for the vacant seat and the Board intended to meet jointly with the School Committee on July 13, 2020. The Board of Public Works received a resignation on July 7, 2020 and the vacancy was posted on the same day. The Board could meet jointly with the BoPW on Monday, July 13, 2020 to appoint an applicant to the seat.

L. Anderson moved, seconded by D. Levine that the Board vote the intent to fill the School Committee vacancy and set a date for a joint meeting with the School Committee on July 13, 2020. Roll Call Vote: YEA: L.

Anderson, M. Antes, T. Fay, D. Levine, C. Karlson. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

D. Levine moved, seconded by M. Antes, that the Board vote to follow the appropriate process to fill the current vacancy on the Board of Public Works and set a date for a joint meeting with the Board of Public Works for July 13, 2020. Roll Call Vote: YEA: L. Anderson, M. Antes, T. Fay, D. Levine, C. Karlson. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

C. Karlson asked the Board to review the draft language from Town Counsel for a potential Governor's Bill. The draft includes three proposed approaches to the issue. The first refers only to the 2020 election, has no specific date for a delayed ATM, and does not refer to a state of emergency. The second option refers to a state of emergency in 2020 and any other Annual Town Election that delays the date of ATM past June 30. The third option refers to ATM held after June 15. The Board discussed the advantages and disadvantages of each of the approaches. D. Levine suggested that the proposed option two was most practical; T. Fay concurred. L. Anderson felt that option two could also have higher probability to pass the state legislature. D. Watkins expressed preference for option 3.

M. Antes moved, seconded by L. Anderson, that the Board vote to request Town Counsel submit the option two proposal as a potential Governor's Bill as presented in the packet. Roll Call Vote: YEA: L. Anderson, M. Antes, T. Fay, D. Levine, C. Karlson. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

#### **A6. Automated Meter Reading: discuss and potential vote to award the Advanced Metering**

**Infrastructure contract to Everett J. Prescott, Inc. for \$669,533.50** C. Karlson invited Board of Public Works member Mike Wegerbauer to the discussion regarding the Automated Meter Reading contract. M. Wegerbauer, Assistant Town Administrator E. Doucette, and Information Technology Director M. McCann were all part of the evaluation team and present to answer the Board's questions. C. Karlson reviewed the previous public comments with M. Wegerbauer. L. Miller summarized the process for the selection of the vendor; the process started with an RFP pursuant to M.G.L. Chapter 30B, which had five (5) responses. An evaluation committee met several times, reviewed and ranked the technical proposals without price information. The highest ranked technical proposal also had the lowest price proposal and met the Town's requirements. There was a subgroup of the evaluation committee that reviewed the cybersecurity requirements. The evaluation team decided that Everett J. Prescott was the most advantageous contract for the Town and recommended the Board vote to award the contract.

T. Fay asked L. Miller to opine on the public comments made by S. Robinson regarding the Freedom of Information Act, 5 U.S.C. § 552 (FOIA) requests. L. Miller confirmed that the Town Administrator's office received four separate requests by S. Robinson for copies of the proposals. L. Miller noted that pursuant to 30B Section 6 the proposals are to be kept confidential until the contract is awarded. E. Doucette worked with the Supervisor of Records at the Secretary of State's office and confirmed that the Town was not required to release the proposals in the evaluation stage. Proposals could be released to the requestor as soon as practicable after the contract was awarded. L. Anderson asked L. Miller to make the distinction between public information and confidential information. L. Anderson gave the example that the evaluation committee that was formed is not subject to Open Meeting Law regulations and therefore may not be required to keep meeting minutes in the same way required by other boards and committees. L. Miller concurred.

C. Karlson asked M. Wegerbauer to opine on the concern for privacy by residents. M. Wegerbauer noted that one proposal did not meet the technical specifications and one did not meet the security specification. They were not evaluated further. The three remaining proposals were evaluated for security. The proposal that was selected was one-hundred percent compliant with all the security requirements in the Town Meeting vote. The Town received a third-party certification, subject to NDA (non-disclosure agreement), from the selected vendor testifying to the security. D. Watkins and M. McCann discussed the privacy of information and how it is managed.

L. Anderson revisited a previous public comment about any health concerns that residents have. She asked if this type of system would ever be pulled back by regulators. M. Wegerbauer had reviewed the concerns about these types of transmission and compared the transmission to the sending of a text message outside the home. He said that there is no evidence that it is harmful. He noted that the signal is less powerful than residential Wi-Fi and mobile phone cell service. There is an opt-out choice for residents who can choose to keep the data collection as it is now. M. McCann noted that one of the specifications called for the battery to have a twenty

year warranty, which may help residents understand the energy required to transmit compared to a cell phone battery, which will last on average one day.

T. Fay moved, seconded by D. Levine, that the Board vote to award the Advanced Metering Infrastructure contract to Everett J. Prescott, Inc. for \$669,533.50. Roll Call Vote: YEA: L. Anderson, M. Antes, T. Fay, D. Levine, C. Karlson. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

**A7. Easements for Rivers Edge Development: Discussion and next steps** L. Miller reported that the Rivers Edge developer, Wood Partners, submitted a proposal to DOT that included an entrance onto Boston Post Road (Route 20). DOT contacted the Town and required the developers to change the proposed entrance and egress from the property. DOT saw that the Town already had an access road to the Transfer Station adjacent to the Rivers Edge project and requested that the Town consent to grant the developers access rights from Route 20 using the Town's existing access road. The easement would need to be voted at Town Meeting. The property is under the jurisdiction of the Board of Public Works. C. Karlson noted that the information was last discussed by the Board on February 24 before the pandemic. This item will be discussed jointly with the Board of Public Works at the July 13, 2020 meeting.

**A8. 2020 Annual Town Meeting: discuss potential dates and logistics with Public Buildings Director, potential vote to set date 1. Report of Liaisons on Articles 2. Town administrator update re: FY 21 Budget 3. Process to pass over articles** C. Karlson noted that two potential dates for ATM were under

consideration, in August and September. The Board received public comment previously to avoid Saturdays to observe Jewish Sabbath. L. Anderson connected with the Wayland Interfaith Leaders Association (WILA) who had voiced that Sunday mornings would be problematic. L. Miller noted that ATM requires four days of set-up and breakdown. The Town Clerk also voiced preference for a date further from elections, but if needed the August dates were preferable.

L. Miller noted the concern for EEE to be a serious issue that would direct the time of an outdoor meeting. L. Miller noted that several locations are possible. The WHS Stadium would not be able to accommodate tents, but could accommodate chairs and stage set-up; a sound system exists at the Stadium. The Middle School and Town Building fields lack sound systems, which would incur rental costs, but would be able to accommodate tents. Restrooms, accessibility, parking and bus access issues would need to be addressed. L. Miller recommended the Field House as the only suitable indoor location, but capacity is restricted by social distancing. L. Miller noted that the expenses associated with this ATM are not budgeted in the FY 2021 budget. D. Levine suggested that the Board first determine indoor or outdoor location to help narrow down the locations. C. Karlson suggested that the Board determine the number of articles that drive the length of the meeting. D. Bernstein confirmed that the voting handsets would work outdoors and would be waterproofed. T. Fay asked about the budget for voting handsets. B. Keefe noted that the budget for handsets is dependent upon the attendance. Last Town Meeting spent \$63,000 for handsets. E. Doucette confirmed that the handset expense for a one-day meeting in 2018 was \$41,000. D. Bernstein noted that there would be costs to cover the check-in stations with tents and to supply power.

**A8.1. Report of Liaisons on Articles** C. Karlson reviewed the warrant articles that had been scheduled for the 2020 ATM and identified the specific articles that she would still recommend be heard at the postponed ATM. The Board confirmed eleven warrant articles (Articles 2, 4, 5, 6, 7, 8, 12, 25, 29, 30, and 31) which could be heard and proposed using the Abbreviated Presentation Procedure. CPA Articles 13, 14 and 15 should be heard, as they pertain to compliance issues. M. Antes noted that Article 13 could be controversial and should be separate from Article 15. L. Anderson reported that the School Committee chair recommended that Article 19 to replace the Loker School Roof be heard. T. Fay voiced the need to decide on Article 11. C. Karlson reported that Article 3 no longer needed to be voted at ATM. The Board indicated that eight articles (Articles: 10, 16, 17, 20, 21, 23, 24, and 26) could be tabled to a future 2021 Town Meeting. The Board identified five other articles (Articles 14, 18, 22, 27, 28) that still need to be decided by the Board or petitioners to be heard if time permits. T. Fay noted that Article 18, a petitioner's article should plan for a 25 minute debate.

T. Fay, moved, seconded by D. Levine, that the Town of Wayland hold the 2020 Annual Town Meeting on September 12, 2020 and September 13, 2020 from 12:30 p.m. to 5:00 p.m. located outdoors at the Wayland High School. In discussion, Moderator D. Berry confirmed his availability. Roll Call Vote: YEA: L. Anderson, M. Antes, T. Fay, D. Levine, C. Karlson. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

<b>Article # and Name (Proposed Status)</b>	<b>Sponsor</b>	<b>BoS Assignee</b>	<b>ATM 2020?</b>	<b>ATM 2021?</b>	<b>PENDING DECISION</b>
Article 1 Recognize Citizens and Employees for Service to the Town	BoS	Karlson	X		
* Article 2 Pay Previous Fiscal Year Unpaid Bills	BoS	Karlson	X		
* Article 3 Current Year Transfers	BoS	Karlson			n/a
* Article 4 OPEB Funding	BoS	Karlson	X		
* Article 5 Fiscal Year 2021 Revolving Fund Expenditure Limits	BoS	Karlson	X		
* Article 6 Compensation for Town Clerk	BoS	Karlson	X		
* Article 7 Personnel Bylaws and Wage & Classification Plan	BoS	Karlson	X		
* Article 8 Surface Water Quality Committee Budget	BoS	Anderson	X		
Article 9 Fiscal Year 2021 Omnibus Budget	FinCom	Karlson	X		
* Article 10 Capital Stabilization Fund	BoS	Karlson		X	
Article 11 Reallocate Previously Appropriated Funds for Comm Cent	BoS	Fay			X
* Article 12 CPA – Set Asides and Transfers	CPC	Antes	X		
Article 13 CPA – Accessibility Improvements for Playgrounds	CPC	Antes	X		
Article 14 CPA – Funding for Housing Consultants and Production Plan	CPC	Antes			X
Article 15 CPA – ADA Improvements at Free Public Library	CPC	Antes	X		
Article 16 CPA – Funds to Preserve Open Spaces’ Plants and Pollinator	CPC	Antes		X	
* Article 17 Allow Certain Contracts up to 5 Years	BoS	Levine		X	
Article 18 Change Election Date	Petitioner	Fay			X
Article 19 Roof Replacement – Loker Elementary School	SC	Anderson	X		
Article 20 Select Board/Town Manager Act	BoS	Anderson		X	
Article 21 Selectmen to Prepare Budget; Moderator Appointed by FinCom	Petitioner	Anderson		X	
Article 22 Finance Committee Participation in Collective Bargaining	Petitioner	Karlson			X
Article 23 Loker Turf Field	Rec	Fay		X	
Article 24 Community Choice Aggregation	BoS	Anderson		X	
* Article 25 Accept Massachusetts General Laws Chapter 200A, Sec 9A	BoS	Karlson	X		
Article 26 High School Athletic Field Complex Renovation – Part 3	SC	Antes		X	
Article 27 Repeal Chapter 193 of the Code of the Town of Wayland	Petitioner	Fay			X
Article 28 Spencer Circle Street Acceptance	BoPW	Levine			X
* Article 29 Choose Town Officers	BoS	Karlson	X		
* Article 30 Hear Reports	BoS	Karlson	X		
* Article 31 Sell or Trade Vehicles and Equipment	BoS	Karlson	X		

**A8.2 Town administrator update re: FY 2021 Budget** L. Miller noted that the FY 2021 budget may need to be amended for two reasons: revenue projections could be adjusted before September and there may be a new need for funds to re-open the school buildings. Finance Director, B. Keveny reviewed the FY 2021 budgets. He summarized the revenue, which includes \$86.1 million omnibus budget and other unappropriated budgets for a combined total of \$87.6 million. B. Keveny described the four revenue categories that fund that budget: taxation, state aid, local receipts, and transfers from other funds. FY 2021 taxation from real estate is budgeted for \$74.1 million that includes a \$3.2 million increase in taxation over last year. Within that \$3.2 million is \$1.0 million in brand new exempt taxation. The unused levy is projected to be \$5.8 million. He noted there was no risk to fund the taxation to support the \$74.1 million. B. Keveny also noted that there was \$6.5 million in state aid for FY 2020 and projected that the FY 2021 budget remains unchanged from FY 2020. The Town received all expected state aid in FY 2020. B. Keveny reviewed the third revenue category of local receipts and reported an estimated \$5.0 million in FY 2020. The Department of Revenue permits only a small increase year to year. In the current year, \$4.4 million in local aid was lower than projected due to lower meals tax as a consequence of COVID-19 and lower auto excise tax for reasons still to be analyzed. B. Keveny noted that when ATM occurs, the amount in the motion may need to be amended on ATM floor; however, he does not see any reason to reduce expected revenues at this point. L. Miller noted the concern about the shortfall related to re-opening the schools. C. Karlson noted this will be revisited at a future meeting.

**A8.3. Process to pass over articles** There was no discussion.

**A9. Special Town Meeting: Potential vote to set date and open warrant 1. Discussion of potential Board articles** C. Karlson noted that a Special Town Meeting would be required to address the Rivers Edge easement and also intended to enact a resolution toward anti-racism in Wayland. T. Fay noted he supported a Special Town Meeting.

**A10. Eversource Grant of Location Hearing: Old Connecticut Path, Northwesterly side approximately 746± feet southwest of Nolan Farm Road; Install one (1) new pole # 19/104A** a) Petitioners request permission to erect or construct of a new pole, to be owned and used in common by them, and for such other fixtures including anchors and guys as may be necessary to sustain or protect the wires to be located, substantially as shown on the plans made by A. Debenedictis dated November 21, 2018 and filled herewith upon, along and across the above or intersecting public ways, and b) Petitioners also request permission to lay and maintain underground laterals, cables and wires in the above or intersecting public ways for making connections with such poles and buildings as each of said petitioners may desire for distributing purposes. Your petitioners agree to reserve space for one Cross-arm at a suitable point upon each of said poles for the telephone, fire and police signal wires owned by the town and used for municipal purposes. 1. Open Hearing and Read Announcement 2. Presentation and Recommendation 3. Public Comment 4. Board Discussion and Vote 5. Close Hearing

**A10.1. Open Hearing and Read Announcement** At 8:07 p.m., C. Karlson declared the hearing open for the purpose of considering the request from Eversource Energy for a grant of location for a utility pole in the Town right-of-way on Old Connecticut Path near the WHS tennis courts, approximately 746± feet southwest of Nolan Farm Road. C. Karlson read the legal notice that appeared in the Thursday June 25, 2020 issue of the Town Crier.

**A10.2. Presentation and Recommendation** Christine Crosby, representative from Eversource Energy, joined the meeting to present the application before the Board. C. Crosby summarized the purpose of the new pole at the location on Old Connecticut Path was to support lighting the new tennis courts at WHS, but the pole was physically located closer to the basketball courts. The request is to install one (1) new pole # 19/104A.

**A10.3. Public Comment** There was none.

**A10.4. Board Discussion and Vote** T. Fay asked if there were any underground alternatives. C. Crosby answered that the additional pole would support two adjacent above ground poles. D. Watkins asked if the intent of the application would be to extend permission to other locations on Old Connecticut Path. C. Crosby noted the intention for the underground lateral connections was only to reach the underground service to the control box as specified in the work order for this project and not any other purpose. L. Miller noted that members of the Historical Commission may contact C. Crosby with questions regarding the location of the pole. T. Fay

noted that the language of the motion would be specific to the application and the project, and not applicable to other locations on Old Connecticut Path.

**A10.5. Close Hearing** At 8:20 p.m., C. Karlson closed the hearing.

**A10.4. Board Discussion and Vote** (revisited) L. Anderson moved, seconded by M. Antes, that the Board of Selectmen approve the request from Eversource Energy for a grant of location for a utility pole in the Town right-of-way on Old Connecticut Path near the WHS tennis courts, approximately 746± feet southwest of Nolan Farm Road. Roll Call Vote: YEA: L. Anderson, M. Antes, T. Fay, D. Levine, C. Karlson. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

**A11. FY 2020 Year-end line item transfers: Discussion on year end line item transfers; vote to approve line item transfer below: 1. Treasurers Expense a. Amount: \$30,000 b. Funding Sources: Employee Mitigation**

T. Fay moved, seconded by L. Anderson that the Board vote to approve a line item transfer of \$30,000 from funding source Employee Mitigation line. Roll Call Vote: YEA: L. Anderson, M. Antes, T. Fay, D. Levine, C. Karlson. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

**A12. Planning for FY22: Budget process and 2021 Annual Town Meeting; discuss next steps** D. Watkins summarized the progress to identify dates that are optimal for Annual Town Meeting for 2021. The Board will continue this discussion at future meetings.

**A13. Shared Streets Grant: discussion and next steps with Town Planner** This item was tabled to a future meeting because the Town Planner was unavailable.

**A14. Board of Selectmen Statement on Racism: discuss draft statement, community-wide discussion forum and next steps; potential vote** C. Karlson proposed tabling this item to a future meeting to give it the proper amount of time needed to discuss the issue. C. Karlson noted that the Board had a draft statement for review and some comments and revisions had already been recommended. M. Antes will revise and provide the updated draft at the next meeting.

**A15. Committee Appointments: Discussion and potential vote to appoint the following position:**

<u>Committee</u>	<u>Appointee</u>	<u>Term End Date</u>
Community Preservation Committee	Maureen Cavanaugh	June 30, 2023

M. Antes moved, seconded by T. Fay, that the Board appoint Maureen Cavanaugh to the Community Preservation Committee for a term ending June 30, 2023. Roll Call Vote: YEA: L. Anderson, M. Antes, T. Fay, C. Karlson, D. Levine. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

**A16. Minutes: Review and vote to approve minutes of June 25, 2020 and July 1, 2020**

L. Anderson moved, seconded by T. Fay, that the Board approve the Board of Selectmen meeting minutes of June 25, 2020 as amended and the minutes of July 1, 2020 as written. Roll Call Vote: YEA: L. Anderson, M. Antes, T. Fay, C. Karlson, D. Levine. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

**A17. Consent: Review and vote to approve (see separate sheet)**

1. Vote the question of designating and approving signing authority to Cherry Karlson, Chair, Board of Selectmen, on all items related to the Eversource Grant of Location, Old Connecticut Path, Northwestern side approximately 746± feet southwest of Nolan Farm Road to install one (1) new pole # 19/104A
2. Vote the question of designating and approving signing authority to Louise Miller, Town Administrator on items listed below.
3. Vote the question of accepting with thanks two (2) donations totaling \$150.00 to the Wayland COVID-19 Relief Fund.

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

**A18. Correspondence Review** There was no correspondence in the Board Packet.

**A19. Selectmen's reports and concerns** M. Antes thanked the Vokes Theatre players and the contributors who donated and delivered 100 bags of food to the Parmenter Food Pantry. M. Antes also reported that the Wayland Public Library hosted a reading of a speech given by Fredrick Douglass and that it was a success. T. Fay announced that the proposer of a new scull storage project at the Town Beach requested the initiative be discussed at a future meeting. D. Watkins asked if there could be an opportunity for the Board to discuss the topic of a petition to Superior Court, submitted by himself as an individual, for action that would allow him to be seated earlier than ATM.

**A20. Topics not reasonably anticipated by the Chair 48 hours in advance of the meeting, if any** There were none.

**A21. Enter into Executive Session I. Pursuant to Massachusetts General Laws, Chapter 30A, Section 21 (a) (3) to discuss strategy with respect to collective bargaining with the New England Police Benevolent Association (NEPBA)/Wayland Police Officers Union (WPOU) Local 176; II. Pursuant to Massachusetts General Laws Chapter 30A, Section 21, (a) (3) to discuss strategy with respect to collective bargaining with Wayland Teachers Association regarding health insurance payroll deductions; and; III. Pursuant to Massachusetts General Laws, Chapter 30A, Section 21 (a) (2), (3), and (6), to review and approve the executive session minutes of June 25, 2020. APPROVE AND HOLD: Executive Session minutes of June 25, 2020.**

At 8:52 p.m. Chair C. Karlson moved, seconded by D. Levine, 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 collective bargaining with the New England Police Benevolent Association (NEPBA)/Wayland Police Officers Union (WPOU) Local 176; pursuant to Massachusetts General Laws Chapter 30A, Section 21, (a) (3) to discuss strategy with respect to collective bargaining with Wayland Teachers Association regarding health insurance payroll deductions; and pursuant to Massachusetts General Laws, Chapter 30A, Section 21 (a) (2), (3), and (6), to review and approve the executive session minutes of June 25, 2020 with the intent of approving and holding said executive session minutes.

C. Karlson 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, T. Fay, C. Karlson, D. Levine. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

C. Karlson invited attendance by Louise Miller, Town Administrator; School Committee member Kathy Steinberg; School Committee member Ellen Grieco; and Management Analyst Seath Crandall.

**A22. Adjourn** At 9:45 p.m. the Board adjourned from Executive Session and did not reconvene in open session.

#### **Items Distributed for Information and Use by the Board of Selectmen at the Meeting of July 7, 2020**

There were none.

#### **Items included as part of the Agenda Packet for discussion during the Board of Selectmen Meeting of July 7, 2020**

1. Guidance Spotlight: In-Person Meeting – This Month in the Division of Open Government, June 2020
2. Massachusetts Legislature, General Laws, Part 1, Title VII, Chapter 41 Section 11
3. Correspondence from Anna Ludwig, Town Clerk; to Louise Miller, Town Administrator, Cherry Karlson, Chair, Board of Selectmen; Jeanne Downs, Chair, School Committee; Nate Buffum, School Committee, dated July 2, 2020, re: Resignation of Nate Buffum (includes attachments of letter sent to Board of Selectmen by Town Clerk and Resignation of letter from Nate Buffum)
4. Board and Committee Vacancies as of July 2, 2020
5. An Act Related to Swearing In of Elected Officials in the Town of Wayland (Options 1, 2 and 3)
6. AMI Draft Contract 20-2030
7. Rivers Edge Access Road Permission
8. Board of Selectmen Policy on Annual Budget Process
9. FY 2021 Operating Budget Request Guideline
10. Correspondence from Richard Schifone, Rights and Permits Supervisor, Eversource Energy, to the Wayland Board of Selectmen, dated July 6, 2020, re: Hearing Required
11. Order for Locations for Poles, Town of Wayland, Massachusetts, WO#2295490



12. Correspondence from the Board of Public Works, to the Board of Selectmen, dated June 30, 2020, re: Eversource Energy Request – Grant of Location for Utility Pole (19/104A)
13. Fiscal 2020 Year End Transfers
14. Draft Board of Selectmen Statement on Racism
15. Draft of July 1, 2020 Board of Selectmen Minutes
16. Draft of June 25, 2020 Board of Selectmen Minutes
17. FY 2021 Budget Schedule and Process
18. Wayland Access Sign-off from Abutter – Plan
19. Draft dates of ATM
20. AMI Contract Award Memo to Board of Selectmen
21. Draft of Board of Selectmen Meeting Minutes held on 06-25-2020
22. Draft of Board of Selectmen Meeting Minutes held on 07-01-2020

### **CORRESPONDENCE**

1. There was none.