



LOUISE L. E. MILLER  
TOWN ADMINISTRATOR  
TEL. (508) 358-3620  
www.wayland.ma.us

# TOWN OF WAYLAND

41 COCHITUATE ROAD  
WAYLAND, MASSACHUSETTS 01778

## **Meeting Minutes BOARD OF SELECTMEN & BOARD OF HEALTH JOINT MEETING**

**Friday, October 2, 2020**

**8:00 a.m.**

**Wayland Town Building  
41 Cochituate Road, Wayland, MA**

BOARD OF SELECTMEN  
LEA T. ANDERSON  
MARY M. ANTES  
THOMAS J. FAY  
CHERRY C. KARLSON  
DAVID V. WATKINS

**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 open to the public to view and participate via Zoom. No in-person attendance of members of the public was permitted. Public Comment was available by both telephone and Zoom during the time designated for Public Comment.

**Attendance:** Lea T. Anderson, Mary M. Antes, Thomas J. Fay, Cherry C. Karlson, David V. Watkins

**Board of Health:** Chair Susan E. Green, Brian J. McNamara, John G. Schuler, Arnold R. Soslow

**Absent:** Board of Health member, Robert Defrancesco

The Board of Selectmen (BoS) and the Board of Health (BoH) participated remotely by tele-videoconferencing via Zoom and WayCAM. C. Karlson participated by tele-videoconferencing and was also present at Town Building.

**Also Present:** Town Administrator Louise Miller, Health Director Julia Junghanns, Public Health Nurse Ruth Mori, Management Analyst Jason Adams

**A1. Call to Order by Chair, Review the Agenda for the Public** At 8:04 a.m., C. Karlson called the meeting of the Board of Selectmen to order when a quorum was available by teleconference. C. Karlson announced by full name that L. Anderson, M. Antes, T. Fay, C. Karlson, and D. Watkins were participating remotely. C. Karlson noted that in compliance with revised Open Meeting Law requirements the meeting would be broadcast live and recorded for later broadcast by WayCAM. C. Karlson announced a phone number for the public to call to offer comments and reviewed for the public how to participate via Zoom. Chair S. Green announced Board of Health members S. Green, J. Schuler, and A. Soslow were also participating remotely by teleconference. C. Karlson reviewed the agenda for the public.

B. McNamara joined the meeting by tele-videoconference at 8:11 a.m.

**A2. Review state of emergency: review State and Town Data** L. Miller requested the joint meeting of both boards, because there was a need to reaffirm the previously declared local state of emergency. L. Miller indicated that there is a lot of activity at the state level to move through the phases of reopening, and pressure from boards and residents to return to normal business. L. Miller noted the health data provided this week was contrary to reopening and returning to normal business.

L. Miller expressed that it has been difficult to juggle the response to the state of emergency and the workload of normal Town services, and there was a need to prioritize the demands on staff. L. Miller recommended that both the BoS and the BoH reaffirm the declarations of local state of emergency based on the data.

C. Karlson confirmed that the BoS declared a local state of emergency on March 20, 2020 due to the public health risks associated with the coronavirus, and it had no end date. J. Junghanns confirmed that the BoH separately declared a local state of emergency that remained in effect with no end date.

C. Karlson suggested that a reaffirmation of the declaration of state of emergency would be helpful, if the data supported it, to allow the staff to manage the resources available to respond to the state of emergency. S. Green acknowledged that this was a communication issue, and recommended wider outreach to the public to inform

residents, volunteers and boards that the state of emergency remains in effect. L. Miller indicated a need to prioritize tasks for boards, and gave the priority of re-opening of the schools and playgrounds as an example, while some other work has been suspended indefinitely. The Town receives daily guidance from the Governor, Massachusetts Department of Public Health (MDPH) and Department of Elementary and Secondary Education (DESE) related to the state of emergency that requires staff response. L. Miller gave an example that the Building Inspector needed to prioritize the inspection of public and school buildings before private residences or normal business.

T. Fay recommended using the email alerts and robo-call to inform residents.

Ruth Mori, Public Health Nurse, reported that a total of 122 positive COVID-19 cases had been confirmed within Wayland; this was an increase of two new cases in the last week. The two new confirmed positive cases were individuals within the 40-59 age range and were unrelated to each other. One case was believed to be contracted at a restaurant outside Wayland, and the other individual reported no known exposure. Both individuals had low grade symptoms that were resolving, and they were quarantining. R. Mori noted that while the number of cases remains low, there is a slight increase in the positive cases in Wayland. Health Director J. Junghanns reported that the state has reported that Wayland's Daily Incidence Rate increased from the color code grey level to green, an indicator that cases are increasing. J. Junghanns noted communities near Wayland have increased to red.

J. Schuler noted the need for each board to manage its priorities. C. Karlson referenced the original declaration which gave authority to the Town Administrator (TA) and the Health Director (HD) to set essential duties and priorities. J. Schuler expected there would soon be new stressors on the system with re-opening of the schools Oct. 19 and expected testing at assisted living establishments in Wayland.

D. Watkins understood that the volume of requests for Town services was overwhelming, and asked what labor pool was needed to support the demand. D. Watkins also asked about justifying the contradiction with the state's position regarding reopening. C. Karlson indicated both questions would be added to the BoS agenda for Oct 5.

**A3. Contact Tracing and Data Analysis (Town Administrator and Public Health Nurse)** L. Miller reported that the state provides guidance to the Town Administration different from the guidance provided to the Health Department. L. Miller explained that when a resident tests positive for COVID-19, it is reported to the Health Department and the Health Department proceeds with the contract tracing process, and does not communicate the case to the TA. L. Miller explained that the appropriate boards need to know the metrics to be able to make operational recommendations. L. Miller gave examples in other towns which had to enforce the closure of restaurants and the school departments' decision to delay school opening.

R. Mori reported that the contract tracing can reveal potential for possible outbreaks. Each case is handled individually, but at some point it can become more complicated and for the greater good a broader change may need to be made. R. Mori reported at that point it would be communicated to the TA. R. Mori reported that the cases in Wayland have been isolated incidents, and have not required outside resources like the state's Community Tracing Collaborative (CTC).

**A4. Review responsibilities of Board of Selectmen, Board of Health, Town Administrator, Health Director, and Public Health Nurse** L. Miller reported that granular responsibility falls with the Health Department; the reopening of the schools is a shared responsibility between the School Department, Health Department and the TA. L. Miller recommended that the BoH be available for emergency meetings to make decisions based on the data provided. Chair S. Green agreed.

**A5. Communication** L. Miller noted that the BoS regularly receives Governor's orders with respective regulations and there was a need for the information to be disseminated to Wayland businesses and residents, and for regulations to be enforced. C. Karlson noted that this relates to the need for more resources and labor.

**A5.a. Residents – Timeliness, content** S. Green recommended that there be a more comprehensive communication plan beyond the use of the Town website. B. McNamara suggested that the Town direct residents to the best source of information through a very specifically worded robo-call.

**A5.b. Board and Committee communication, including paring back to essential services of each department** C. Karlson tabled this item to the BoS meeting on Oct. 5.

**A6. Public Comment** There was none.

**A7. Adjourn** At 8:59 a.m., T. Fay moved, seconded by L. Anderson, that the Board of Selectmen adjourn the meeting. Roll Call Vote: YEA: L. Anderson, M. Antes, T. Fay, C. Karlson, D. Watkins. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0. At 9:00 a.m., S. Greene moved, seconded by J. Schuler to adjourn the meeting of the Board of Health. Roll Call Vote: YEA: S. Green, B. McNamara, J. Schuler, A. Soslow. NAY: none. ABSENT: R. Defrancesco. ABSTAIN: none. Adopted 4-0.

**Items Distributed for Information and Use by the Board of Selectmen & Board of Health at the Joint Meeting of October 2, 2020**

1. There were none.

**Items included as part of the Agenda Packet for discussion during the Board of Selectmen & Board of Health at the Joint Meeting of October 2, 2020**

1. There were none.

**CORRESPONDENCE**

1. There was none.