



**TOWN OF WAYLAND**  
**2017 SPECIAL TOWN**  
**MEETING WARRANT**

Special Town Meeting will start at 7:00 p.m.

In the WAYLAND HIGH SCHOOL FIELD HOUSE  
on Tuesday, November 14, 2017

**Doors will open at 6:00 p.m.**

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**ADJOURNED MEETINGS**

It is anticipated that if an adjourned meeting is necessary to complete action on this warrant, it will be held on Wednesday, November 15, 2017, subject to Special Town Meeting approval.

If you have any questions about the Articles, please attend the **Warrant Hearing on Monday, November 6, 2017, at 7:00 P.M.** at the Town Building. You may also call the Town Administrator’s office at (508) 358-7755 before Special Town Meeting.

**NOTICE REGARDING MOTIONS**

This Warrant for Wayland Special Town Meeting is issued by the Board of Selectmen and is served upon all residents by mail and by posting at the Town Building, the Wayland Public Library, the Cochituate Fire Station or the Cochituate Post Office, and at Happy Hollow School. It contains the agenda of subjects to be acted upon; i.e., the articles.

By state law, no action at the Special Town Meeting is valid unless the subject matter is contained in the warrant. This requirement means only that the subjects to be acted upon must be sufficiently stated in the warrant to apprise voters of the nature of the matters with which the meeting is authorized to deal. It does not require that the warrant contain an accurate forecast of the precise action that the meeting will take upon those subjects. A valid motion may differ from the underlying article, but it must be within the scope of that article.

If you are in doubt about the action Special Town Meeting might take under an article, you should plan to attend the Special Town Meeting.

**TOWN MEETING PROCEDURES**

Town Meeting functions best when all voters are familiar with its rules of procedure. A summary of those rules appears in the document, "The Moderator's Rules and Regulations Governing Wayland's Town Meetings" prepared by the Moderator and included as part of this warrant booklet (Appendix A). Copies of the pamphlet, "The Moderator's Handbook for Wayland Town Meetings," are available online at [http://www.wayland.ma.us/Pages/WaylandMA\\_BComm/Moderator/Handbook.pdf](http://www.wayland.ma.us/Pages/WaylandMA_BComm/Moderator/Handbook.pdf).

**NO SMOKING NOTICE**

Voters are reminded that no smoking is permitted on school grounds.

**QUANTUM OF VOTE**

The quantum of vote is specified in the warrant for each article.

For those articles involving appropriations which are anticipated to be provided by taxation or from available funds or transferred funds previously appropriated for another purpose, a majority quantum of vote is indicated. For articles which are anticipated to be funded by borrowing, a two-thirds quantum of vote is indicated.

Certain articles request the action of Special Town Meeting under its general legislative powers (i.e., to hear and accept reports, to appoint a committee, to adopt a resolution or "sense of the meeting" vote, etc.), and in such cases no particular statute is referenced. Town Counsel has advised that, as a matter of common law precedent in Massachusetts, such matters are decided by a majority vote.

## HOW TO VOTE ELECTRONICALLY

During the April 2015 Annual Town Meeting, Wayland's citizens approved a resolution endorsing the use of wireless electronic voting for all sessions of all town meetings through fiscal year 2019. Instead of shouting out *Aye* or *No*, raising our hands, or standing to be counted, we'll use electronic handsets to register our votes quickly, accurately, and privately during the upcoming Special Town Meeting.

The handsets look a bit like a TV remote control, but instead of pushing buttons to change channels, we push buttons to vote: the 1 button for *Yes*, or the 2 button for *No*. Your vote is displayed on your handset's screen and wirelessly transmitted to a computer that counts votes and displays results for the Moderator to announce. Nothing but these totals is permanently recorded, so your vote will remain private.

Special Town Meeting will be held in the High School Field House. You can use any check-in station; waiting in one line based on the first letter of your last name is no longer required. As you're checking in, you'll be issued a handset for your **exclusive** use during that session. Voting with a handset issued to anyone else is **strictly forbidden**.

If your phone, tablet, or laptop supports Wi-Fi, please disable this feature, as doing so will enhance performance of the electronic voting system.



Before each vote, the Moderator will summarize the motion or amendment being decided. He'll then announce the beginning of a 30 second interval during which you can convey your vote, and a "voting light" near the Moderator will be illuminated. To vote *Yes*, push your handset's 1 button. To vote *No*, push your handset's 2 button. If you accidentally push the wrong button, you can change your vote by pushing the correct button. If you don't want to participate in a particular vote, don't push any buttons during the 30 second voting interval; if you don't want to participate but accidentally push the 1 button or the 2 button, you can clear your unintentional vote by pushing the 3 button. When the 30 second interval is over, the "voting light" will be extinguished, and the Moderator will announce that the vote is complete; shortly thereafter, the Moderator will announce the results.



You should check-in at least 5 minutes before a vote to be certain that your handset can be used in that vote. If pushing your handset's 1 button or 2 button during a vote produces a *can't vote yet* message on its display, please raise your hand; the Moderator will direct personnel from the Help Desk to provide you with a paper ballot to record your vote.

If you inadvertently turn your handset off by pushing the power button in its lower-right corner, its display will be blank; push the power button briefly to turn your handset back on. Pushing any of your handset's other buttons during the voting interval will not change your vote, but for peace of mind, your handset will encourage you to *Re-Vote*; push the 1 button for *Yes* or the 2 button for *No*.

If you temporarily leave your seat during the meeting, please keep your handset with you. If you're visiting the restroom, you can leave your handset with the Exit Desk staff. When you leave the Field House – either during a session or at the close of a session – please place your handset in one of the bins at the Exit Desks. If you forget to turn in your handset, we'll give you a call the next day and ask you to return it.

Every handset will be tested before each session of Town Meeting, so the probability of a handset failing is very low. That said, if pushing your handset's 1 button or 2 button during a vote does not produce an *Yes* or *No* on its display, please raise your hand; the Moderator will direct personnel from the Help Desk to provide you with a paper ballot to record your vote, and you'll be issued a new handset. We don't expect this to happen, but like the Boy Scouts, we'll be prepared.

If you're physically unable to use a handset to vote, inform the person who checks you in, and you'll be seated in an area where your votes will be manually counted by Help Desk personnel. If you're wondering how much radio energy is used by a handset to convey your vote wirelessly, it's less than 1% that of a typical cell phone and only for brief instants, employing the same frequencies used for Wi-Fi wireless internet access.

### **ELVIS: Wayland's Electronic Voting Implementation Subcommittee**

**COMMONWEALTH OF MASSACHUSETTS**

*Middlesex, ss.*

*Town of Wayland*

**\*\*\* WARRANT \*\*\***

To any of the Constables of the Town of Wayland, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify all such residents of Wayland to meet in the Field House of the Wayland High School on

**TUESDAY, NOVEMBER 14, 2017, AT 7:00 P.M.**

to act on the following Articles:

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**ARTICLE 1: PAY PREVIOUS FISCAL YEARS UNPAID BILLS**

*Proposed by: Board of Selectmen*

*Estimated Cost: \$13,008.77*

To determine whether the Town will vote to:

- (a) pay the bills of the prior fiscal years,
- (b) appropriate a sum of money for the payment of the foregoing bills of prior fiscal years; and
- (c) provide for such appropriation by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by borrowing, or otherwise.

Fiscal 2016 and Fiscal 2017 liabilities to be paid using Fiscal 2018 appropriations:

1) Town Office – W.B.Mason-FY16	\$269.80	Fiscal 2018 Town Office Budget
2) Town Office – W.B.Mason-FY16	\$211.87	Fiscal 2018 Town Office Budget
3) Town Office – W.B.Mason-FY16	\$57.98	Fiscal 2018 Town Office Budget
4) DPW – JP Noonan Transportation-FY17	\$673.20	Fiscal 2018 DPW Budget
5) DPW – Amazon.com-FY17	\$495.44	Fiscal 2018 DPW Budget
6) School Budget – David Nickerson-FY17	\$1,089.25	Fiscal 2018 School Budget
7) School Budget – South Shore Generator-FY17	\$170.25	Fiscal 2018 School Budget
8) School Budget – Needham Electric-FY17	\$167.34	Fiscal 2018 School Budget
9) School Budget – WhiteWater-FY17	\$9,817.04	Fiscal 2018 School Budget
10) Information Technology – Employee-FY 17	\$56.60	Fiscal 2018 IT Budget

**FINANCE COMMITTEE COMMENTS:** Occasionally, bills are not paid at the end of a fiscal year for a number of reasons, including late submission. The unpaid bills from Fiscal Years 2016 and 2017 are summarized in the article and will be paid using funds appropriated for the FY 2018 budget.

1) Town Office – W.B.Mason-FY16	\$269.80	Chair mat / Labels
2) Town Office – W.B.Mason-FY16	\$211.87	Office supplies
3) Town Office – W.B.Mason-FY16	\$57.98	Office supplies
4) DPW – JP Noonan Transportation-FY17	\$673.20	Leachate
5) DPW – Amazon.com-FY17	\$495.44	Camera and supplies
6) School Budget – David Nickerson-FY17	\$1,089.25	Equipment rentals
7) School Budget – South Shore Generator-FY17	\$170.25	Heating equipment
8) School Budget – Needham Electric-FY17	\$167.34	Electrical equipment
9) School Budget – WhiteWater-FY17	\$9,817.04	Wastewater repair
10) Information Technology – Employee-FY17	\$56.60	Employee Reimbursement

**ARGUMENTS IN FAVOR:** This is a standard Article that allows the Town to pay bills for the previous fiscal years.

**ARGUMENTS OPPOSED:** The Finance Committee is not aware of any.

**RECOMMENDATIONS:** The Finance Committee will provide its recommendation at Special Town Meeting. The Board of Selectmen recommends approval of this article. (Vote: 5-0-0)

**QUANTUM OF VOTE:** Nine-tenths – see Massachusetts General Laws Chapter 44, Section 64.

*For more information about this article, contact Brian Keveny, Finance Director, at (508) 358-3611, or email [bkeveny@wayland.ma.us](mailto:bkeveny@wayland.ma.us).*

**ARTICLE 2: CURRENT YEAR TRANSFERS**

*Proposed by: Board of Selectmen*

*Estimated Cost: \$35,655*

To determine whether the Town will vote to appropriate a sum or sums of money for the operation and expenses of various Town Departments for the current fiscal year; to determine whether such appropriations shall be provided by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by funds received as grants from the Commonwealth or federal government, by borrowing, or otherwise; and to determine which Town officer, board, or committee or combination of them, shall be authorized to expend the money or monies appropriated therefor; and to determine whether the Town will vote to amend the amount previously appropriated under Article 6 of the April 2017 Town Meeting by reducing the amount appropriated for the Septage budget under line item 77 from \$45,405 to \$0 for a new department total for Septage for FY18 of \$0.

<b>CURRENT YEAR TRANSFERS FY 2018</b>
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PURPOSE:	AMOUNT
1 Dog Officer Expense	\$655
2 Wastewater Budget	\$35,000
<b>TOTAL CURRENT YEAR TRANSFERS</b>	<b>\$ 35,655</b>

FUNDING SOURCES:	AMOUNT
1 Unreserved Fund Balance	\$655
2 Wastewater Retained Earnings	\$35,000
<b>TOTAL FUNDING SOURCES</b>	<b>\$35,655</b>

**FINANCE COMMITTEE COMMENTS:** This article authorizes the expenditure of funds for the current fiscal year, which were not foreseen in the current budget. These transfers are required for the following reasons:

Septage Fund Expense FY 18 (-\$45,405): The Septage budget approved at the April 2017 Annual Town Meeting needs to be amended. A revised Septage Agreement with the Town of Sudbury is being negotiated and will clarify the payment of retiree legacy costs. At the April 2018 Annual Town Meeting, a restated FY18 Septage budget will be presented for Town Meeting approval. The amending of the current Septage budget is in accord with DOR and the Town's Auditor's expectations.

Dog Officer Expense (\$655): This request is to fully fund the contract for the Dog Officer. When the FY18 budget was prepared, the Dog Officer contract was not yet finalized. The line item does not have sufficient funding, so this appropriation is from the General Fund Unreserved Fund Balance.

Wastewater Budget (\$35,000): Due to aging infrastructure and past unanticipated emergency expenditures, the WWMDC wants to add a line item to the FY2018 budget. The item represents expenditures that are required as part of the operation of the WWMDC wastewater collection system. The funding source is existing retained earnings of the WWMDC. The funds will enable adequate response to a failure or disruption of the existing public collection system, provide for routine maintenance of the collection system, and allow for conformance with Massachusetts regulatory requirements associated with DigSafe mark-outs.

**ARGUMENTS IN FAVOR:** These expenses were not reasonably anticipated when forecasting the FY2018 budget, and they represent binding obligations of the Town.

**ARGUMENTS OPPOSED:** The Finance Committee is not aware of any.

**RECOMMENDATIONS:** The Finance Committee recommends approval of this article. (Vote: 7-0-0)  
The Board of Selectmen recommends approval of this article. (Vote: 5-0-0)

**QUANTUM OF VOTE:** Majority – see Massachusetts General Laws Chapter 40, Section 5 and Chapter 44, Section 33B and Chapter 44, Section 53F 1/2.

*For more information about this article, contact Brian Keveny, Finance Director, at (508) 358-3611, or email [bkeveny@wayland.ma.us](mailto:bkeveny@wayland.ma.us).*

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### **ARTICLE 3: PERSONNEL BYLAWS AND WAGE AND CLASSIFICATION PLAN**

*Sponsored by: Personnel Board*

*Estimated Cost: \$45,500*

To determine whether the Town will vote to amend the Code of the Town of Wayland, Chapter 43, PERSONNEL and the Personnel Wage and Salary Classification Plan (Appendix B), previously adopted by the Town for non-union Town employees excluding seasonal positions and vote to transfer from FY18 budgeted Reserve for Salary Settlement account a sum of money for the purpose of funding the non-union wage increase, as reflected in the revised Wage and Salary Classification Plan.

**FINANCE COMMITTEE COMMENTS:** This article seeks to authorize the Finance Director to transfer funds from the Unclassified: Reserve for Salary Settlement account in the proper amounts to the respective Town Departments whose FY18 salary accounts are affected by this wage adjustment (see the non-union wage scale set forth in Appendix B). At the April 2017 Annual Town Meeting, no wage adjustments were submitted for non-union Town employees as collective bargaining was just beginning with the Town unions. Now that several contracts have settled, it is appropriate to address wages for the non-union employees for FY18. The proposed FY18 increase is consistent with collective bargaining

settlements to date. Funds were approved in the FY18 budget in the Unclassified: Reserve for Salary Settlement account. This provides for a two percent increase over salaries for the prior fiscal year. Seasonal positions are excluded.

**ARGUMENTS IN FAVOR:**

- The Wage and Classification Plan allows for periodic wage increases for non-union employees and provides for reasonable wage growth over time depending on economic conditions.
- FY18 across-the-board increases to the non-union schedules are consistent with recently negotiated collective bargaining agreements for Town union employees.

**ARGUMENTS OPPOSED:**

- Some may argue that employees are sufficiently compensated under the existing wage scales.
- Some may argue that compensation should be based upon merit in lieu of a standard increase for all employees.

**RECOMMENDATIONS:** The Finance Committee recommends approval of this article. (Vote: 7-0-0) The Board of Selectmen recommends approval of this article. (Vote: 5-0-0) The Personnel Board recommends approval of this article. (Vote: 5-0-0)

**QUANTUM OF VOTE:** Majority – see Massachusetts General Laws Chapter 41, Section 108A

**CONSISTENCY WITH LAW:** This bylaw amendment is not repugnant to federal or Massachusetts law.

*For more information about this article, contact John Senchyshyn, Asst. Town Administrator/HR Director, at (508) 358-3623, or email [jsenchyshyn@wayland.ma.us](mailto:jsenchyshyn@wayland.ma.us)*

**ARTICLE 4: COMPENSATION FOR TOWN CLERK**

*Sponsored by: Board of Selectmen*

*Estimated Cost: \$3,996*

To determine whether the Town will vote to fix the salary for the Town Clerk, pursuant to Massachusetts General Laws Chapter 41, Section 108, to be effective July 1, 2017, and vote to transfer from FY18 budgeted Reserve for Salary Settlement account a sum of money for the purpose of funding the Town Clerk salary increase. The salary is printed below:

**SALARY SCHEDULE – TOWN CLERK**

	<b><u>FY 2017</u></b>	<b><u>FY 2018</u></b>
Town Clerk	\$ 70,504	\$ 74,500

**FINANCE COMMITTEE COMMENTS:** This article seeks to authorize the Finance Director to transfer funds from said account in the amount identified to the Town Clerk salary line. At the April 2017 Annual Town Meeting, no wage adjustment was submitted for the Town Clerk. The above increase includes a two percent wage adjustment which is also proposed for all regular non-union staff, and includes the approximate value of an equivalent Grade 9 non-union step increase. Funds were approved in the FY18 budget in the Unclassified: Reserve for Salary Settlement account.

**ARGUMENTS IN FAVOR:** The proposed wage allows for the equivalent of a periodic wage and step increase consistent with the proposed FY18 salary charts for non-union employees and provides for reasonable wage growth over time depending on economic conditions. The FY18 across-the-board portion of the increase is consistent with recently negotiated collective bargaining agreements for Town union employees.

**ARGUMENTS OPPOSED:** Employees are sufficiently compensated under the existing wage scales.

**RECOMMENDATIONS:**The Finance Committee recommends approval of this article. (Vote: 7-0-0)  
The Board of Selectmen recommends approval of this article. (Vote: 5-0-0)

**QUANTUM OF VOTE:** Two-thirds – Massachusetts General Laws Chapter 41, section 108

*For more information about this article, contact John Senchyshyn, Assistant Town Administrator/Human Resource Director at 508-358-3623 or by email: jsenchyshyn@wayland.ma.us*

**ARTICLE 5: INITIAL YEAR FUNDING OF TOWN SUCCESSOR COLLECTIVE BARGAINING AGREEMENTS**

*Sponsored by: Personnel Board*

*Estimated Costs: \$116,723*

To determine whether the Town will vote to transfer from FY18 budgeted Reserve for Salary Settlement account \$116,723 for the purpose of funding FY18, the first year of the collective bargaining agreements for the period of July 1, 2017 through June 30, 2020 reached between the Town of Wayland and a.) AFSCME 690 Wayland - 1; b.) AFSCME 690 Wayland – 2; c.) the Wayland Library Staff Association MFT, AFT, AFL-CIO; and d.) the Wayland Department of Public Works, Teamsters Local 170, as follows, said further, that the Finance Director be authorized to distribute such amounts to and among the department personnel and line items affected thereby in such amounts as are proper and required:

a.	<u>AFSCME 690 Wayland – 1 (Department Heads/Professional)</u> Base Wages and Overtime	\$41,708
b.	<u>AFSCME 690 Wayland – 2 (Clerical and Dispatch)</u> Base Wages and Overtime Shift Differential – Plus 0.5%	\$23,046 \$ 1,171
c.	<u>Library Staff Association, MFT, AFT, AFL-CIO</u> Base Wages and Overtime	\$12,543
d.	<u>Department of Public Works, Teamsters Local 170</u> Base Wages and Overtime Sick Leave at Retirement	\$35,755 \$ 2,500
	<b>Estimated Total First Year Funding Cost</b>	<b>\$116,723</b>

**FINANCE COMMITTEE COMMENTS:** This article seeks to authorize the Finance Director to transfer \$116,723 from the Unclassified: Reserve for Salary Settlement account in the proper amounts to the respective Town Departments whose FY18 salary accounts are affected by these settlements. The Town has reached agreement with AFSCME 690 Wayland - 1; AFSCME 690 Wayland – 2; the Wayland Library Staff Association MFT, AFT, AFL-CIO; and the Wayland Department of Public Works, Teamsters Local 170 for successor collective bargaining agreements for the period of July 1, 2017 through June 30, 2020. In accord with M.G.L. Chapter 150E, Section 7, the new employee cost items for FY18, the initial year of the contract, are being presented to Town Meeting for funding. Funds were approved in the FY18 budget in the Unclassified: Reserve for Salary Settlement account. Base wage increases are two percent over the amounts for the prior fiscal year.

**ARGUMENTS IN FAVOR:** The negotiated FY18 settlements represent a fair wage adjustment in the marketplace and fall within the guidelines provided by the Finance Committee.

**ARGUMENTS OPPOSED:** Some might argue that employees are sufficiently compensated under the existing wage scales.

**RECOMMENDATIONS:** The Finance Committee recommends approval of this article. (Vote 7-0-0) The Board of Selectmen recommends approval of this article. (Vote: 5-0-0) The Personnel Board recommends approval of this article. (Vote: 5-0-0)

**QUANTUM OF VOTE:** Majority – see Massachusetts General Laws Chapter 40, Section 5 and Chapter 44, Section 33B, and Chapter 150E, Section 7.

*For more information about this article, contact John Senchyshyn, Asst. Town Administrator/HR Director, at (508) 358-3623, or email [jsenchyshyn@wayland.ma.us](mailto:jsenchyshyn@wayland.ma.us)*

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## **ARTICLE 6: TRANSFER OF FUNDS FOR SCHOOL DEPARTMENT CONTRACTS**

*Sponsored by: School Committee*

*Estimated Cost: \$218,090*

To determine whether the Town will vote to transfer from FY18 budgeted Reserve for Salary Settlement account to the School Department budget a sum of money for the purpose of supplementing funds previously appropriated for the School Department for FY18.

**FINANCE COMMITTEE COMMENTS:** Passage of this article will authorize the Finance Director to transfer up to \$218,090 from the FY18 Reserve for Salary Settlement account to the School Department FY18 budget to fund FY18 wage increases. At the April 2017 Annual Town Meeting, a FY18 transfer from the Reserve for Salary Settlement account was approved to fully fund a collective bargaining settlement with the Wayland Teachers Association. Since that time the School Committee has reached agreement with Public Employees' Local Union 1116 Custodians and Maintenance and the Wayland Educational Secretaries Association for successor collective bargaining agreements for the period of July 1, 2017 through June 30, 2020.

The additional costs for FY18, the initial year of these contracts of \$23,569 for Custodians and Maintenance and \$133,724 for Wayland Educational Secretaries Association are being presented to Town Meeting for a transfer from already approved funding from the Reserve for Salary Settlement account. These increases represent a 2% hourly increase over the amounts for the prior fiscal year.

At the April 2017 Annual Town Meeting, no wage adjustments were submitted for non-union School employees as collective bargaining was just beginning with the unions. Now that several contracts have settled, it is appropriate to address wages for the non-union school employees for FY 18. The proposed FY18 increase of \$60,797 for non-union positions is consistent with collective bargaining settlements to date and provides a two percent increase over salaries for the prior fiscal year.

Funds were approved in the FY18 budget in the Reserve for Salary Settlement account. These transfers do not increase the FY18 budget.

### **ARGUMENTS IN FAVOR:**

- The transfer of funds is necessary for the School Department to pay for the cost of negotiated and contractually binding wage settlements.
- The negotiated settlements represent a fair wage adjustment in the marketplace and do not increase the FY18 budget.
- These increases represent a two percent hourly increase over the amounts for the prior fiscal

year.

**ARGUMENTS OPPOSED:**

- Some may argue employees are sufficiently compensated under the existing wage scales.

**RECOMMENDATIONS:** The Finance Committee recommends approval of this article. (Vote: 7-0-0) The Board of Selectmen recommends approval of this article. (Vote: 5-0-0) The School Committee recommends approval of this article. (Vote: 4-0-0)

**QUANTUM OF VOTE:** Majority – see Massachusetts General Laws Chapter 40, Section 5 and Chapter 44, Section 33B.

*For more information about this article, contact E. Greico, Chair, School Committee by email: Ellen\_Greico@wayland.k12.ma.us.*

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**ARTICLE 7: CHANGE FILING DEADLINE FOR CIRCUIT BREAKER MATCH PROGRAM**

*Proposed by: Board of Selectmen*

To determine whether the Town will vote to amend the Code of the Town of Wayland by modifying paragraph G in Section 19-8 of the Code of the Town of Wayland by deleting the crossed-out text and inserting the underlined text as follows:

G. Local Circuit Breaker Program. Applications for senior tax relief under the Town Circuit Breaker program must be filed with the office of the Board of Assessors no later than ~~December 31~~ April 1 of the year ~~in which the original tax filing was due~~ to which the tax relates, or within three months after the bill or notice of assessment was sent, whichever is later.

**FINANCE COMMITTEE COMMENTS:** This article changes the filing deadline (and, as a result, the tax year that is used to determine the eligibility for the program) for the local Circuit Breaker matching program, one of Wayland's tax relief programs for its senior residents, to coincide with all other exemption programs' filing deadlines and to align with the Town's fiscal year. It does not change the program's eligibility requirements or funding.

The Circuit Breaker income tax credit is for persons age 65 and older with low to moderate-income. Qualifying senior citizens may claim a credit on their State income tax returns for the real estate taxes paid on their Wayland residential property. In addition, the Town matches the Circuit Breaker Income Tax Credit with a like reduction in the local real estate tax. (More information and instructions for filing can be found on the Assessors and the Council on Aging websites.)

The current filing deadline of December 31 is six months after the end of the fiscal year for which the tax credits apply, and thus results in operational and administrative challenges for the financial operations of the Town. Because the credits relate to the prior fiscal year, the December deadline requires the Town to leave open the prior year's budget more than six months into the next Fiscal Year. In addition, because tax credits can only be applied to the fiscal year in which the credit was received, applications received after the end of fiscal year (June 30<sup>th</sup>) result in the taxpayer having to pay the full real estate tax and then, at a later date receive a refund check for the amount of the tax credit. Refund checks generate additional work and cost to the Town.

The Assessor's Office processes approximately 130 local Circuit Breaker applications annually with 80-90 applying prior to the 4<sup>th</sup> quarter real estate bill being due. The remaining applications are

processed after the 4<sup>th</sup> quarter payment and require the disbursement of a paper check and a 1099 tax form. The amount of the match has been \$1,070 for several years.

Please see the chart below for a comparison of this change in deadline:

### **Wayland Circuit Breaker Town Match**

<b><u>Current Process: FY 2017</u></b>	<b><u>Proposed Process: FY 2018</u></b>
Calendar Year 2017: 1/1/17-12/31/17	Fiscal Year 2018: 7/1/17 - 6/30/18
Applicant uses MA 2016 Income Tax amounts	Applicant to use MA 2016 Income Tax amounts rather than the 2017 Income Tax amounts.
Applicants began applying January 2017.	Applicants apply July 1, 2017 to April 1, 2018 and receive a credit to their tax bill.
Applications received prior to April 30, 2017 received a credit to their tax bill.	
Applications received after April 30, 2017 to December 31, 2017 receive a paper check.* MA law does not allow credits received in one fiscal year to be applied to a future fiscal year.	All applications will be processed prior to 4th quarter tax due date. No need for paper checks.

\*These checks generate an IRS 1099 form.

#### **ARGUMENTS IN FAVOR:**

- Senior applicants for all other exemption programs are required to use their prior year federal tax returns to determine eligibility. Utilizing the same tax filing year for all programs will streamline the process, create uniformity, and reduce complexity.
- Changing the application due date brings the Circuit Breaker application due date into alignment with all other Town run residential tax relief programs.
- Changing the deadline will streamline the financial administration of the local Circuit Breaker program for the Finance Department, the Assessors, the Tax Collector and the Council on Aging.
- Changing the deadline will eliminate the need for the taxpayer to pay the tax and then get a refund check that which may result in the taxpayer not being eligible for the credit the following year.

#### **ARGUMENTS OPPOSED:**

- There may be confusion around changing the deadline which can be addressed with training workshops and written materials.

- There are some residents who only qualify for the Circuit Breaker match every other year. Since the same tax return will be used for two years during the transition period, there may be some residents who do not qualify for the Circuit Breaker match two years in a row while others may qualify two years in a row when they might not otherwise do so.

**RECOMMENDATIONS:** The Finance Committee recommends approval of this article. (Vote 7-0-0) The Board of Selectmen recommends approval of this article. (Vote: 5-0-0) The Board of Assessors recommends approval of this article. (Vote 4-0-0)

**QUANTUM OF VOTE:** Majority – see Massachusetts General Laws Chapter 40, Section 21.

**CONSISTENCY WITH LAW:** This bylaw amendment is not repugnant to federal or Massachusetts law.

*For more information about this article, contact Ellen M. Brideau, Director of Assessing, at (508) 358-3788, or email [ebrideau@wayland.ma.us](mailto:ebrideau@wayland.ma.us).*

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## **ARTICLE 8: ACCEPT GIFTS OF LAND AT TOWN CENTER**

*Sponsored by: Board of Selectmen*

To determine whether the Town authorizes the Board of Selectmen, with approval by Town Counsel as to form, to acquire by gift, purchase, eminent domain or otherwise, for municipal purposes, on such terms and conditions as the Board of Selectmen deems appropriate, the fee or any lesser interest in all or any part of the parcels of land and the buildings and other structures identified as Lot 9-1A and Lot 3-1, shown on a plan prepared by the Town Surveyor entitled “Plan of land Wayland, Massachusetts Showing Proposed Municipal Parcels” dated July 21, 2015 and recorded with the Middlesex South Registry of Deeds as Plan 616 of 2015, and Parcel 14, shown on a plan prepared by Hancock Associates entitled “Plan of Land in Wayland, MA” dated January 20, 2012, recorded with the Middlesex South Registry of Deeds as Plan 305 (1 of 2) of 2012 on file with the Town Clerk, and further to authorize the Board of Selectmen to execute any and all documents as may be necessary or convenient in relation thereto or take any action relative thereto.

**FINANCE COMMITTEE COMMENTS:** This article allows the Board of Selectmen, on behalf of the Town, to accept three parcels of land, approximately 8.43 acres, as gifts from Twenty Wayland LLC for municipal purposes. Passage of this article and ultimately closing on the parcels will give the Town ownership of land abutting the “Municipal Parcel” and nearby areas. The three parcels being considered are shown on the map in Appendix C.

“Green Area”	Lot 9-1A (in Map 23, Lot 052M), approximately 0.68 acres. Assessed value of \$33,300 for entire lot.
“Informal Town Green”	Parcel 3-1 (also known as Map 23, Lot 052I), approximately 1.75 acres. Assessed value of \$35,500.
“Northern Fields”	Parcel 14 (also known as Map 23, Lot 052O), approximately 6 acres Assessed value of \$47,200; large portion of which is wetlands.

The Board of Selectmen entered into a Letter of Intent (LOI) with Twenty Wayland LLC in August 2017, one part of which gifts in fee simple eight parcels of land: the three land parcels listed above, another two for conservation purposes and four others already authorized at a previous town meeting.

The map in Appendix C shows all of these parcels with shading to define this breakdown. (At the November 2015 Special Town Meeting (STM), Twenty Wayland LLC had only offered four parcels. None of these four has been gifted or acquired yet.) One of the parcels of land is broken into two lots – one lot previously authorized (Lot 9-1B) and one lot authorized under this article (Lot 9-1A, “Green Area”). While there are eight parcels in total, one is subdivided.

The Settlement Agreement finalizing this gift of eight parcels is anticipated to be signed in early November, prior to discussion of this STM article. If it is not signed by then, the Town vote to accept these parcels will show good intent to continue negotiations to acquire the land. The Settlement Agreement is part of a larger plan memorialized in the LOI which will terminate the Town’s relationship with Twenty Wayland LLC.

The two parcels being gifted to Conservation do not require a Town Meeting vote to be accepted. The Conservation Commission on August 24, 2017 voted 5-0 in favor of the following:

The Wayland Conservation Commission accepts the gift of Parcel 15 (Map 23, Lot 52P) and Parcel 16 (Map 23, Lot 52Q) shown on a plan prepared by Hancock Associates entitled “Plan of Land in Wayland, Ma” dated January 20, 2012, recorded with the Middlesex South Registry of Deeds as Plan 305 (1 of 2) of 2012 contingent upon the Grantor assigning any and all environmental indemnification agreements to its benefit relative to any environmental contamination.

The “Green Area” near the Municipal Parcel (Lot 9-1A) is part of a parcel that was broken into two lots. The other part, Lot 9-1B, was authorized for acquisition under STM November 2015 Article 3. At that time, Twenty Wayland LLC did not offer the whole parcel to the Town and so only Lot 9-1B was voted under the 2015 STM article. The parcel being addressed by this article contains a detention basin. The retail owner is responsible for maintenance and operation of the basin as shown in a recorded document titled Declaration of Easements, Covenants and Restrictions; the owner of the land parcel is responsible for regulatory compliance. Acquisition of this parcel adds to the contiguous land surrounding the municipal parcel and could help with land use calculations for future development which now could be controlled by the Town of Wayland.

The “Informal Town Green” is known as the town green and is maintained by the retail owner. This legal arrangement will continue if the parcel is accepted as a gift. Currently, while the retail portion of Town Center is owned by Zurich Asset Management, the town green is still owned by Twenty Wayland LLC. Twenty Wayland LLC has not allowed community events on the town green for the past two summers. However, the Planning Board’s Master Special Permit calls for this area to “be open to public use.” It is the Board of Selectmen’s intent to have this be public space again.

The “Northern Fields” area together with the parcels being gifted to Conservation (Parcels 15 and 16 on the map) provide linkage from Town Center to Cow Commons conservation land. While most of the parcel is wetlands, there are some upland areas. The Board of Selectmen has not discussed potential uses for this parcel and further research is required to determine legal restrictions on usage other than as open space.

Each of these three parcels considered by this article is part of the RTNs (Release Tracking Number) assigned to Raytheon Company and covering the entire ±83 acre property, which Raytheon occupied as of 1995. The “Green Area” (Lot 9-1A) and the “Northern Fields” (Parcel 14) currently have existing groundwater monitoring wells as part of an ongoing monitoring program. Raytheon is responsible for these wells, but its primary environmental consultant, ERM, is conducting the maintenance and ultimate decommissioning.

Both the original development Memorandum of Agreement (dated March 28, 2006) and the Amendment No. 1 (dated October 20, 2009) require a conservation restriction of at least 10 acres of land for conservation purposes and a transfer of the municipal parcel of approximately 1.6 acres. This proposed Settlement Agreement brings the town a gift in fee simple of eight parcels totaling almost 25 acres with approximately 12 of that for conservation purposes.

**ARGUMENTS IN FAVOR:**

- Accepting these gifts of land brings the Town over eight acres of land in the Town Center providing land for both municipal and public use, including the potential for Town facilities and access to existing conservation land. All eight pieces of gifted land total almost 25 acres.
- Allowing the Town to own the “Informal Town Green” area will allow it to be used for public events, which has not been allowed by the present owner. This will allow the Town to have a presence in Town Center.
- Accepting the gifts of land under this Article will give a path to complete Wayland’s relationship with Twenty Wayland LLC after more than 12 years.
- Passage of this article and accepting the land will create a connection between Town Center, the Rail Trail/bike path and Cow Commons, thereby making a usable connection between various recreational properties. Town ownership and usage of this land might actually add value and therefore tax revenue to the town.

**ARGUMENTS OPPOSED:**

- Some would argue that we should not remove this land from the tax rolls. The total value of these three parcels is \$116,000 (estimated at \$2,000 - \$2,500 in tax revenue annually.)
- The Town should not take on the potential liability for regulatory compliance with the detention basin.
- Some may be uncomfortable accepting a gift of land when environmental groundwater monitoring is still ongoing.
- There are usage limitations on some of the parcels due to deed restrictions and wetlands.

**RECOMMENDATIONS:** The Finance Committee recommends approval of this article. (Vote 5-0-0)  
The Board of Selectmen recommends approval of this article. (Vote 5-0-0)

**QUANTUM OF VOTE:** Majority - see Massachusetts General Laws Chapter 40, Section 14.

*For more information about this article, contact Nan Balmer, Town Administrator, at (508) 358-3620 or email [nbalmer@wayland.ma.us](mailto:nbalmer@wayland.ma.us)*

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**ARTICLE 9: HIGH SCHOOL STADIUM COMPLEX RENOVATION DESIGN FEES  
(PART 1 OF THE HIGH SCHOOL PREFERRED IMPROVEMENT PLAN)**

*Proposed by: School Committee and Recreation Commission*

*Estimated Cost: \$202,000*

To determine whether the Town will vote to:

- 1.) appropriate a sum of money of up to \$202,000 to be expended under the direction of the School Committee for design services for Part 1 of the Wayland High School Facility Strategic Master Plan (High School Athletic Preferred Improvement Plan-Stadium Complex Renovation); and
- 2.) determine whether said appropriation should be provided by taxation, transfer from unappropriated funds, transfer from available funds already appropriated for other purposes or otherwise, provided not more than \$65,000 of the funds so appropriated shall be transferred from the Recreation Revolving Fund Turf Account for recreational use.

**FINANCE COMMITTEE COMMENTS:** The article requests \$202,000 to fund “design services” for the renovation of the high school athletic facilities. Of this amount, a minimum of \$50,000 would be transferred from the Recreation Revolving Fund Turf Account. The remainder, \$152,000, would be funded by the Town. More specifically, this article requests funds for the design of Part 1 of the High School Athletic Preferred Improvement Plan (Stadium Complex Renovation). Design fees for Part 2 of the Plan are being requested in a subsequent article co-sponsored by the Community Preservation Committee and the School Committee. For schematics, see Appendix D or <http://bit.ly/2zCNUUp>.

**DESIGN:** Typical engineering/design services consist of four phases: Schematic Design, Design Development, Construction Documents and Construction Contract Administration.

Schematic Design will establish the intent, relationships and overall conceptual design of the project. During this phase, a public meeting will be held and moderated to evaluate and consider options for the type of field (synthetic turf or natural grass). Design Development will expand upon the schematic design, refining the design and engineering aspects of the project. There will also be a public meeting during this phase to evaluate and consider further refinement of the project. Construction Documents are used to price, bid and build the project. Construction Documents will include detailed plan drawings and technical specifications, from which bids can be obtained and the project can be constructed. Construction Administration involves the monitoring and review of the project construction to ensure: quality workmanship; compliance with design intent; compliance with budget; and maintaining schedule.

If funding for design of the Stadium Complex Renovation is approved at the Special Town Meeting, it is anticipated that the Town will then solicit bids for building the project, based on construction documents that emerge pursuant to these “design services”. The School Committee and the Recreation Commission anticipate they will have construction bids in time to request funds for construction of the Stadium Complex Renovation at the 2018 Annual Town Meeting.

**TOTAL PROJECT COST:**

The scope and estimated costs for the Stadium Complex Renovation are as follows:

Track (full-depth construction)	\$840,000
Synthetic Turf Field (full-depth construction, modified configuration, new location, 1/2 acre of additional space yielded)	1,400,000
Lighting	560,000
Bleachers (home with storage and away)	<u>700,000</u>
Estimated cost of renovation	3,500,000
Design Services covered in this article	<u>202,000</u>
<b>Total</b>	<b>\$3,702,000</b>

**BACKGROUND:**

Recommendations for Stadium Complex Renovations were first proposed by Gale Associates in a report published in 2010, and were projected to be financed in fiscal year 2019, at an estimated cost of \$2,750,000, as noted in the Town’s five year capital plan of the 2017 Annual Town Meeting Warrant.

Weston and Sampson, an engineering firm that is often engaged by the Town, was hired in the fall of 2016 to develop preliminary schematic plans and cost estimates for a revised Wayland High School Athletic Facility Strategic Master Plan. Some of their conclusions as they relate to current Stadium Complex Renovation were that turf quality is substandard, drainage facilities are lacking, grading is

substandard (lack of positive pitch to shed water), irrigation systems are inadequate, bleachers at track/field are non-code compliant/deteriorated (home meets potentially cancelled), storage is lacking site-wide, and ADA (Americans with Disabilities Act) accommodations are lacking.

These observations drove a change in scope of the Stadium Complex Renovation, which then drove most of the difference between the cost estimate carried in the 2017 Warrant, \$2,750,000, and the current estimate of \$3,500,000 (excluding design services). Track repair was modified from resurfacing to full-scale reconstruction, at an additional cost of \$175,000; and the scope of the stadium renovation changed from carpet replacement to full-scale reconstruction, resulting in an additional cost of \$560,000. The remaining difference, \$15,000, is due to an update in the estimate of the work contemplated in the Warrant.

Three additional aspects of the proposed redesign have also contributed to the increased cost estimate for the stadium renovation:

- The footprint inside the track has been increased by ½ acre.
- The footprint of the stadium complex has shifted to the north east to permit the swap between the tennis courts and the softball field, thus taking the tennis courts out of the Happy Hollow Wells Zone I Protection Area.
- Drainage of the newly constructed turf field has been improved and expanded, which enhances the protection of the Sudbury River Watershed.

A significant driver of the Weston and Sampson recommended athletic improvement plan is rooted in the effort to enhance the protection of both the Happy Hollow Wells as well as the Sudbury River Watershed. Well protection is enhanced as a result of Part 2 of the Athletic Improvement Plan, which recommends swapping the locations of the tennis courts and the softball field. (To be discussed more fully in Article 10). Watershed protection is enhanced by full reconstruction with improved and expanded drainage rather than mere resurfacing.

It is important to observe that a vote to approve funding for “design services” does not require a choice at this time for grass vs. synthetic turf, or even the type of synthetic turf. Those different options will be addressed in the "schematic design" and "design development" phases. However, the "construction document" phase for bidding does require that such a decision will have been made. It would not be feasible for the design services fee to carry both field types all the way through construction documentation and have the final choice be made when going out to bid. The process does allow for cost estimates of various options prior to the construction document phase.

Although the issue of grass vs. synthetic turf is not being decided in this article, the Finance Committee feels that the decision on this article should be informed by some of the arguments for and against synthetic turf. Because these arguments are not specifically germane to this article we have included this discussion in Appendix E. The Finance Committee has discussed that they feel this design process should take into account a choice of surfaces, including both grass and synthetics, as well as alternative synthetic surfaces, and the cost and benefits of these various services. It should also include an environmental risk assessment posed by the proposed Stadium Reconstruction to the Happy Hollow Wells and the Sudbury River Watershed. The School Committee has stated that they plan for the design process to include both an assessment of various alternatives for field services and an analysis of the environmental issues.

If design funding is appropriated for both Part 1 and Part 2, the project would be phased in two parts starting with the repairs and renovation to the high school stadium complex followed by the tennis courts/softball field swap and renovation/construction of the outdoor basketball and volleyball courts.

The School Committee plans to ask the Board of Selectmen to assign oversight of this project to the Permanent Municipal Building Committee and would ensure an adequate process is in place for

residents to provide feedback and concerns with the design process.

The Finance Committee is generally reluctant to support “money articles” at Special Town Meetings, preferring to handle all “money articles” at the Annual Town Meeting”, unless there are extenuating circumstances. The emergency nature of this request for Special Town Meeting consideration was questioned by the Finance Committee, and some felt this article could have waited until Annual Town Meeting in the spring of 2018.

**ARGUMENTS IN FAVOR:**

- Intermediary improvements to the deteriorating track are no longer cost effective. The track itself could fail before the spring 2018 season resulting in non-use for both the high school and community.
- The current high school synthetic turf field is at the end of its useful life and could fail before the fall 2019 season resulting in non-use for both the high school and community.
- Request for design funding at the Special Town Meeting, rather than waiting for the Annual Town Meeting, helps avoid the potential disruption caused by unusable fields.
- The high school stadium bleachers are not in ADA compliance.
- The stadium lights are inefficient compared to modern lights. Modern stadium lights will reduce the amount of light spillage to the surrounding neighbors.
- The existing drainage at the synthetic turf field at the high school is questionable.
- Designing the project now will allow the town to include exact construction costs from bidding process in a subsequent warrant article for approval of construction funds at the next town meeting.
- Protecting the wells and the watershed is a high priority for the Town.

**ARGUMENTS OPPOSED:**

- Some would argue that the appropriation for design funds is premature and should follow a decision by the town on the choice of surface to be used in the reconstruction.
- The Stadium Reconstruction project is merely Part 1 of a larger effort called the Wayland High School Athletic Improvement Master Plan. Part 2 of the Master Plan is also discussed at this town meeting. Consideration of Part 3 of the Master plan is being deferred to a later date. Although largely independent the total cost for the Master Plan is estimated at: \$3,500,000 (Part 1) plus \$1,960,000 (Part 2) plus \$1,500,000 (Part 3); a total of \$7,086,000. Some would argue that the Town should have a chance to weigh in on the entire concept before proceeding with design funds on any one piece.
- The results of a highly anticipated study on the potential health hazards of synthetic fields with “crumb” rubber in fill material, sponsored by the EPA, [Federal Research Action Plan on Recycled Tire Crumb Used on Playing Fields and Playgrounds](http://bit.ly/1YwgRHu) (<http://bit.ly/1YwgRHu>), is currently underway and due in late 2017. Some would argue that we should await the results of that study.
- Some would argue that from a cost-benefit perspective, minimal repairs to the stadium complex and tennis courts are sufficient.
- Although some of the high school facilities are currently in the Happy Hollow Wells Zone I Protection Area, their location is grandfathered and no impact to the water quality has as yet been detected.
- An important reason for avoiding “money articles” at the Special Town Meeting is that fiscal year budgets have already been set. This expenditure of funds was unanticipated in the fiscal year ‘18 budget cycle. Adjustments to budgets and tax rates have to be made.
- There are other large capital projects competing for Town funding, and these will be outlined in the five year capital plan being developed for the Annual Town Meeting.

- Some would argue that full reconstruction and improved drainage design will still not adequately protect the wells or the Watershed during severe draughts or floods.

**RECOMMENDATIONS:** The Finance Committee vote to support this article did not pass. (Vote: 2-1-2) The Board of Selectmen recommends approval of this article. (Vote: 4-0-0) The School Committee recommends approval of this article. (Vote: 5-0-0) The Recreation Committee recommends approval of this article. (Vote: 3-0-0) The Board of Health recommends against the use of crumb rubber. (Vote: 3-0-0)

**QUANTUM OF VOTE:** Majority – see Massachusetts General Laws Chapter 40, Section 5 and Chapter 44, Section 33B and Chapter 44, Section 53. For borrowing, two-thirds – see Massachusetts General Laws Chapter 44, Sections 2 and 7.

*For more information about this article, contact Jeanne Downs, School Committee member, at [jeanne\\_downs@wayland.k12.ma.us](mailto:jeanne_downs@wayland.k12.ma.us).*

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**ARTICLE 10: HIGH SCHOOL TENNIS COURTS / SOFTBALL FIELD RECONSTRUCTION DESIGN FEES (PART 2 OF THE HIGH SCHOOL PREFERRED IMPROVEMENT PLAN)**

*Sponsored by: School Committee and Community Preservation Committee Estimated Cost: \$126,000*

To determine whether the Town will vote to:

- a) appropriate a sum of money up to \$126,000 to be expended by the School Committee to prepare the design for Part 2 of the High School Athletic Preferred Improvement Plan (tennis courts/grass softball swap and reconstruction, outdoor basketball and volleyball courts, and related parking); and
- b) determine whether said appropriation shall be provided by taxation, transfer from unappropriated funds, transfer from available funds appropriated for other purposes, by borrowing or otherwise, provided not more than \$126,000 of the funds so appropriated shall be transferred from the Community Preservation Fund's Uncommitted fund for recreational purposes.

**FINANCE COMMITTEE COMMENTS:** The article requests funding for “design services” for Part 2 of the High School Athletic Preferred Improvement Plan. The request for design fees for Part 1 of the High School Athletic Preferred Improvement Plan is being requested in a different article co-sponsored by the Recreation Commission and the School Committee.

Funding of this project would come from the Community Preservation Fund, monies that have already been collected by the Town. The Community Preservation Act (CPA) mandates that at least 10% of receipts be earmarked for historic preservation initiatives, 10% for open space, and 10% for affordable housing. Uncommitted funds may be used on any of those three disciplines as well as recreation projects. This is an allowed use of CPA monies.

**DESIGN:** “Design services” consist of four phases: Schematic Design, Design Development, Construction Documents and Construction Contract Administration.

Schematic Design will establish the intent, relationships and overall conceptual design of the project. During this phase, a public meeting will be held and moderated to evaluate and consider design choices that may arise. Design Development will expand upon the schematic design, refining the

design and engineering aspects of the project. There will also be a public meeting during this phase to evaluate and consider options for further refinement of the project. Construction Documents are used to price, bid and build the project. Construction Documents will include detailed plan drawings and technical specifications, from which bids can be obtained and the project can be constructed.

Construction Administration involves the monitoring and review of the project construction to ensure: quality workmanship; compliance with design intent; compliance with budget; and maintaining schedule.

Upon design fund appropriation, detailed designs will be guided by the High School Athletic Preferred Improvement Plan and finalized to allow for proper permitting and accurate bidding. If design funding is appropriated for both Part 1 and Part 2, the project would be phased in two parts starting with the repairs and renovation to the high school stadium complex followed by the tennis courts/softball field swap and renovation/construction of the outdoor basketball and volleyball courts.

**TOTAL PROJECT COST:** The scope and estimated costs for Part 2 of the Athletic Improvement Plan is as follows:

Tennis Courts (full-depth construction, 6 courts, lighting, parking at new location)	840,000
Softball Field (full-depth and new location)	840,000
Basketball Court (new construction, 2 courts, one volley ball ct.)	<u>280,000</u>
Estimated Cost of project	\$1,960,000
Design Services covered in this article	<u>126,000</u>
<b>Total</b>	<b>\$2,086,000</b>

For complete schematics of the High School Athletic Preferred Improvement Plan see link in Appendix D (<http://bit.ly/2zCNUUp>).

**BACKGROUND:** During the fall of 2016, Weston and Sampson, an engineering firm that is often engaged by the Town, was retained to develop schematic plans and cost estimates for a revised Wayland High School Athletic Facility Strategic Master Plan. This included field investigations, four public forums, and evaluation of prior studies, data and plans.

A key consideration guiding the Athletic Improvement Plan was to incorporate community concern for the environmental issues related to the athletic facilities and fields being too close to the town's principal drinking water wellfield.

Because a portion of the tennis courts is in the Happy Hollow Wells Zone I Protection Area, Weston and Sampson recommends that we swap the location of the tennis courts and the softball field, thus relocating the tennis courts to the front of the high school.

The swap was proposed in order to better protect the public water system, wetland resources, and the Sudbury River Watershed. It is considered a best practice to only allow water-supply-related activities in the Zone 1 protection area. The impervious surface of the tennis court violates best practice by reducing the infiltration of storm water. As long as no further construction occurs, the swap is not legally required. Today, however, construction within the Zone I of the wells would be prohibited.

A scheduled repair of the tennis courts (overlay + color sealcoat, new posts + nets, 10 courts) was projected to be expended in fiscal year 2019, at an estimated cost of \$300,000, as noted in the Town's five year capital plan of the 2017 Annual Town Meeting Warrant.

The following factors will serve to explain the increase from the \$300,000 in the current Capital

Improvement Plan for fiscal year 2019, to the current projected amount of \$1,960,000 for Part Two of the Athletic Improvement Plan:

- The estimate for resurfacing the tennis courts was too low. It should have been \$539,000 instead of \$300,000.
- The current estimate for tennis court reconstruction is \$840,000. The additional “delta” is due to change in scope, from resurfacing at the old location to full reconstruction at the new location, and the addition of lighting and parking.
- Relocating and rebuilding the softball field is projected to cost \$840,000. None of this cost was anticipated in prior capital improvement plans. While there will be design improvements over the existing softball field, most of the added cost would need to be justified by environmental considerations.
- The extra basketball court, at a projected cost of \$280,000, is justified because of demand.

The School Committee has asked the Board of Selectmen to assign oversight of this project to the Permanent Municipal Building Committee and would ensure an adequate process is in place for residents to provide feedback and concerns with the design process.

The Finance Committee is generally reluctant to support “money articles” at Special Town Meetings, preferring to handle all “money articles” at the Annual Town Meeting”, unless there are extenuating circumstances. The emergency nature of this request for Special Town Meeting consideration was questioned by the Finance Committee, and some felt this article could have waited until Annual Town Meeting in the spring of 2018.

**ARGUMENTS IN FAVOR:**

- CPA funds to be used for this initiative have already been collected. A favorable vote by Town Meeting will not increase the Town's tax rate.
- The tennis courts are in need of repair. Two of the ten tennis courts have been taken offline due to disrepair and more may be taken offline before the spring season.
- Intermediary improvements to tennis courts are no longer cost effective.
- Swapping of the tennis courts and the softball field will improve compliance with current Zone I Protection Area regulations.
- Moving the tennis courts to the front of the high school will allow for full reconstruction and replacement of the tennis courts thus mitigating the annoyance of frequently needed repairs. It is unclear whether the Town would receive permission from the Conservation Commission for full reconstruction *in situ*.
- Moving the tennis courts will allow better access for the larger community without having to penetrate school grounds, thus improving security.
- Moving tennis courts out of the wet areas is thought to mitigate frequent and severe cracking, making maintenance and upkeep less expensive and intensive. For example, if weeds emerge in their current location, they need to be pulled by hand since chemical weed killers are not permitted in the Zone 1 Wells Protection area.
- Designing the project now will allow the town to include exact construction costs from the bidding process in a subsequent warrant article for approval of construction funds at a future town meeting.
- The proposed relocation of the tennis courts has received generally good support at various public meetings on this issue.
- The proposed project adds a volleyball court.
- Should the wells become contaminated, the permitting process for a new well could take 10 years.

**ARGUMENTS OPPOSED:**

- Wayland's Community Preservation Committee (CPC) can elect to retain annual funding for the benefit of future historical opportunities, open space, housing or recreational initiatives or the reduction of Mainstone debt. There may be other allowed uses not yet brought to the attention of the CPC that will require future funding.
- Some would argue that from a cost benefit perspective, minimal repairs to tennis courts are sufficient, although performing repairs to the tennis courts might not be permitted by the Conservation Commission.
- This second phase of the design of the High School athletic facilities is one part of a larger effort called the Wayland High School Athletic Improvement Master Plan. Part 1 of the Master Plan is also discussed at this Special Town Meeting. Consideration of Part 3 of the Master Plan is being deferred to a later date. Although largely independent, the total cost for the Master Plan is estimated at: \$3,500,000 (Part 1) plus \$2,086,000 (Part 2) plus \$1,500,000 (Part 3). Some would argue that the Town should have a chance to weigh in on the entire concept before proceeding with design funds on any one piece.
- Although a portion of the tennis courts is situated in the Happy Hollow Wells Zone I Protection Area, its location was permitted and no impact to the water quality has as yet been detected.
- The proposed project reduces the number of courts from 10 to 6.

**RECOMMENDATIONS:** The Finance Committee recommends approval of this article. (Vote: 5-0-0) The Board of Selectmen recommends approval of this article. (Vote: 4-0-0) The School Committee recommends approval of this article. (Vote: 5-0-0) The Community Preservation Committee recommends approval of this article. (Vote: 8-0-0)

**QUANTUM OF VOTE:** Majority – see Massachusetts General Laws Chapter 44B, Section 7. For borrowing, two-thirds – see Massachusetts General Laws Chapter 44, Sections 7 and 8

*For more information about this article, contact Gretchen Schuler/508-358-7980/ ggschuler@verizon.net.*

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**ARTICLE 11: SYNTHETIC TURF FIELD AT LOKER CONSERVATION & RECREATION AREA DESIGN FEES**

*Sponsored by: Recreation Commission*

*Estimated Cost: \$154,000*

To determine whether the Town will vote to:

- Appropriate a sum of money of up to \$154,000 to be expended under the direction of the Wayland Recreation Commission for design services for development of a synthetic turf field at the Loker Recreation site per the Wayland Recreation Commission Field Development Master Plan. (*See Appendix F*); and
- determine whether said appropriation should be provided by taxation, transfer from un-appropriated funds, transfer from available funds already appropriated for other purposes, by borrowing, or otherwise, provided that not more than \$154,000 of the funds so appropriated be transferred from the Recreation Stabilization Fund for recreational use.

**FINANCE COMMITTEE COMMENTS:** The purpose of this article is to provide funding for development of a synthetic turf field at the Loker Recreation area, which is accessible from Route 30, just east of the intersection of Route 30 and Rice Road. The source of funds is intended to be the Recreation Stabilization Fund, which has a balance of \$342,618 (as of 9/22/17). The Town has owned this parcel of land for many years and its use is restricted by deed to certain conservation and

recreational uses. The property is also limited in its use from environmental contamination caused by the previous landowner. The environmental condition has been and continues to be monitored by that prior landowner, and the professionals overseeing that have determined that recreational use at this property is not a health hazard to users. The proposed project would include a large multi-sport synthetic turf field with lighting, and appropriate parking.

According to Wayland's Recreation Commission, the major reasons that they are promoting this project are the following:

- 1) To provide appropriate fields to meet the current demand of Wayland users.
- 2) To alleviate the overuse of existing recreation facilities in Wayland. Currently, all Wayland fields are overused by three or more hours per day.
- 3) The addition of a turf field, with lighting, would allow more evening hours on the field which will become increasingly important if Wayland Public Schools follow the national trend to shift school start times to later in the day.
- 4) To allow for the rehabilitation of existing recreation fields that need repair. Existing conditions are deteriorating and deficient. Rehabilitation would ensure safer playing venues for all Town residents.
- 5) To provide continuity of programming for practice and competition within the Town during the period the High School athletic facilities and fields may be under construction (see Articles 9 and 10 in this Warrant).
- 6) To allow the Recreation Department to enhance and expand current program offerings for preschool, adult and senior groups.

Wayland acquired the Loker Recreation Parcel in 2000 for Recreation and Conservation purposes. The Loker site was included in the 2010 Town-Wide Athletic Field Master Plan provided by Gale Associates, Inc., (Appendix F) where the Gale Report referenced a dire need for a second turf field to support the needs of Wayland.

At 2013 Annual Town Meeting, the Town voted and approved the Recreation Commission's article to develop fields at the Loker site with funds from the Community Preservation Committee (CPC) in the amount of \$92,000. During this process, the Recreation Commission engaged consultants to conduct research regarding this project, including a Wetlands Study, Historical Artifact Study and two Licensed Site Professional (LSP) Reviews.

Included in the design process of laying out potential fields, the Recreation Commission conducted Well Investigation and Fracture Trace analysis, to determine the possibility of drilling wells to irrigate grass fields. It was determined that wells would be cost prohibitive, and the initiative to develop grass fields at Loker was abandoned. All funds not spent on the project were returned to CPC, in the amount of \$65,000. At the time, there was a restriction through a bylaw on irrigation/watering source, but since then the bylaw has been rescinded.

The 2010 Gale Report indicated that this site was ideal for a synthetic turf field, but because the initial CPC design money was allocated for grass field development, the Recreation Commission felt it was appropriate to return the funds to CPC and pursue a synthetic turf field at a future Town Meeting.

Weston and Sampson, Inc. (engineering firm that has done significant work for the Town) has provided a current estimated cost of a Synthetic Turf Field at the Loker Recreation site of \$2.0 million, which includes the overall costs of the field, parking, lighting, etc.

The request in this article is a continuation of that Town Meeting vote from 2013, but it now asks the Town to consider a specific development project for the site that would have significant cost and the nature of the project has raised objections from some Town residents.

The Recreation Commission makes cogent arguments as to the benefits of a synthetic turf field. The arguments are compelling that it materially increases the availability of field usage in Wayland, a Town in which the demand for playing fields is strong. Both the Recreation Commission and the Schools have indicated that the number of residents requesting field usage in Wayland has been increasing. While the cost of developing a synthetic turf field is estimated to be two to two and one-half times the cost of a grass field, this additional upfront cost is more than offset by: i) a combination of the benefits of lower annual maintenance costs; ii) the need for fewer synthetic turf fields than grass fields; and iii) the ability to attain significantly greater playing time on synthetic turf fields than on grass fields. The level of overall cost savings varies, depending upon assumptions such as the number of additional hours for which synthetic turf can be played upon compared to grass fields and the actual annual maintenance cost for each; however, such arguments suggest that the cost savings is by a factor of 1.5 to 3.0 times for synthetic turf over grass, over an estimated 10-year life of a synthetic turf field. (see Appendix E)

In the short term, one of the arguments for this project is that if Wayland High School's playing fields are redeveloped over the next 12 to 24 months, this synthetic turf field will serve many of the needs of high school teams over an estimated three playing seasons (see Article 9 set forth in this Warrant). This is likely to reduce the cost of leasing fields from other towns and it is likely to significantly reduce the additional cost of busing high school athletes to other towns, rather than busing them to the Loker Recreational area. The savings have been estimated at \$20,000 to \$30,000 per season over three or four seasons. In addition, there may be cost efficiencies in both design services and construction costs if the high school and Loker fields are designed and constructed as part of an overall athletic field redevelopment at these two locations.

The major reasons that this proposed project is concerning to residents are: i) health concerns raised by many across the United States with regard to the potential that materials in the synthetic turf may be carcinogens; ii) health concerns caused by synthetic fields becoming too hot in summer months; iii) environmental concerns from the runoff of water from the turf fields; and iv) the impact upon residents who live near the facility and could be impacted by traffic, noise and lights.

At a hearing held by the Recreation Commission, their consultant, Weston & Sampson, included a toxicologist as part of their staff on this project. The toxicologist indicated that most or all of the synthetic turf fields of which they are aware in Massachusetts, use a material known as crumb rubber as the fill for these fields. There are many articles that are available on the internet and through other sources that claim that crumb rubber is or might be a carcinogen and that athletes who have performed on synthetic turf fields have developed cancers that they believe to be caused by the crumb rubber. According to those who attended that meeting, including Weston and Sampson and some who raised the concern that it might be a carcinogen, there were no claims that scientific studies have determined that crumb rubber is a carcinogen. The decision for Town residents is one in which they must determine if the unconfirmed risk is high enough, without scientific evidence that they would vote to not have a synthetic turf field, despite the economic benefits and the positive impact on athletic and recreational programs. Wayland's Board of Health voted to recommend against the use of crumb rubber in a meeting discussing the potential use of that material as a replacement to the current synthetic turf field at Wayland High School. A member of that Board communicated a general concern about the use of that material in the meeting with Weston & Sampson, referenced above.

The Recreation Commission has stated that the final field design could include alternative materials to crumb rubber, if it is determined in the design process that these alternative materials are feasible and do not create similar health concerns.

The Finance Committee has discussed that they feel this design process should take into account a choice of synthetic surfaces, including the cost and benefits of these various materials. As noted

above, the Recreation Commission has stated that they plan for the design process to include an assessment of various synthetic materials.

It has been shown that synthetic turf fields can become extremely hot in hot weather to a level at which athletes can be harmed if the fields are used at such temperatures. The counter arguments to this concern are that: i) there are few days in New England when this is a problem; ii) the days when this might be of concern are in the summer when the fields are least used; and iii) athletic events would not be scheduled on the fields if the temperatures were such that there was a health risk.

As with all fields, there will be water runoff that may impact wetland areas near the playing fields. Some have raised a concern that the materials used in the turf fields may be harmful to the environment, and that we should not build them for that reason. Others argue that if there are negative impacts from water runoff taking harmful chemicals into nearby wetland areas, these can be mitigated by installing reasonable drainage basins that serve to keep many materials from water runoff from reaching wetland areas. There is also an argument that if the Town were to develop a grass field in this area it might be just as potentially harmful due to the runoff and leaching from fertilizers that are needed to maintain the grass fields.

Residents who live near the Loker Recreation area have voiced concerns that an increase in traffic, noise and lighting would be detrimental to their neighborhood and their quality of life. This is certainly a valid concern that is raised in all neighborhoods in which athletic fields and other amenities and Town uses are developed. One of the benefits of this site is that its entrance is from a major road, Commonwealth Road (Rte. 30), so that while there will be increasing traffic, it will be concentrated on one of the most travelled roads in the Town. There is likely to be increased traffic on Rice Road which could be detrimental to neighbors. The Recreation Commission plans to have a traffic study done as part of the planning process. Neighbors voiced a concern that this traffic study takes into account the possibility of a short-term increase in parking requirements if the new field is used by Wayland High School during the proposed field renovation at that facility. Noise from traffic, athletes playing on the fields, referees' whistles and cheering spectators are likely to negatively impact those who live in close proximity to the proposed field. Lighting is also likely to impact those who live in close proximity to the proposed field, although the many trees that surround the area should serve to dissipate that impact.

The Commission held a forum with neighbors on September 25, 2017 to hear their concerns and it would be standard practice for additional public hearings to take place prior to moving forward with the project.

The Recreation Commission is in the process of interviewing for a new department head. This will be an important position to be filled in the process of developing a new field, as the design and use of the field will be under the purview of the new department head. The Recreation Commission plans to include funding for a construction manager to oversee the project, if funding is approved at a future Town Meeting.

The Finance Committee is generally reluctant to support "money articles" at Special Town Meetings, preferring to handle all "money articles" at the Annual Town Meeting, unless there are extenuating circumstances. The argument to include this article as part of Special Town Meeting, as it might help to defray the costs of the schools while developing new athletic facilities was questioned by members of the Finance Committee, and some felt this article could have waited until Annual Town Meeting in the spring of 2018.

In conclusion, while this article's purpose is to request funding from existing funds in the Recreational Stabilization Fund, and not via taxation, it is relevant that we have examined the impact of the project to be planned, as that is what the residents of Wayland will be asked to fund if the plans for a synthetic

turf field are approved.

**ARGUMENTS IN FAVOR:**

- Maintenance of synthetic turf fields is less costly than maintenance of grass fields, as they do not require watering, fertilizing or mowing.
- Synthetic turf fields are available for play for significantly more hours each year than grass fields, for multiple reasons, including: i) they can be used during and after rain, resulting in fewer weather cancellations; ii) they extend a playable season by many weeks, when grass fields are not playable, typically due to mud and snow; iii) they do not need the downtime required by grass fields, to allow the grass to recover from heavy usage.
- It is estimated by the Recreation Commission that three grass fields would be required for each synthetic turf field to provide for comparable hours of play over multiple years, for the reasons set forth in the prior bullet point.
- Lighting a field would increase the hours of usage on this field, and this will be especially important if Wayland Public Schools follow the national trend to shift school start time later in the day, causing teams to need practice facilities when the hours of daylight decrease.
- The availability of this synthetic turf field will reduce usage on Wayland's grass fields, thereby providing them with the down-time that they require and that they currently do not get, thereby providing good quality safe playing venues for all Town residents.
- The Recreation Commission indicates that the addition of this synthetic turf field will allow them to enhance and expand current program offerings for preschool, adult and senior groups.
- An additional turf field might allow programming for practice and competition within the town during the period the High School athletic facilities and fields may be under construction. It is anticipated that this would reduce the cost of transporting athletes to other communities and avoid the cost of renting other fields during this period of construction at the High School.

**ARGUMENTS OPPOSED:**

- The results of a highly anticipated study on the potential health hazards of synthetic fields with "crumb" rubber in fill material, sponsored by the EPA, [Federal Research Action Plan on Recycled Tire Crumb Used on Playing Fields and Playgrounds](http://bit.ly/1YwgRHu) (<http://bit.ly/1YwgRHu>), is currently underway and due in late 2017. Some would argue that we should await the results of that study.
- Synthetic turf fields can become too hot for safe usage when temperatures are high, which could be a safety factor and would impact usage in summer months.
- Some have raised concerns of potential leaching of infill material that could impact wetland resources.
- Some argue that there are other large capital projects in Town that are requesting funding at this time and the Town cannot afford to support them unless they are funded over multiple years.
- Neighbors have raised concerns about the negative impact of increasing traffic, noise, and lighting.
- Some have questioned whether an athletic field is the correct use for this site, as in the past it has been proposed for an indoor athletic facility, a skating rink and other potential uses.

**RECOMMENDATIONS:** The Finance Committee recommends approval of this article. (Vote: 3-1-1) The Board of Selectmen did not take a position on this article prior to the Warrant going to press. The Recreation Commission recommends approval of this article. (Vote: 5-0-0)

**QUANTUM OF VOTE:** Majority – see Massachusetts General Laws Chapter 40, Section 5 and Chapter 44, Section 33B. For borrowing, two-thirds – see Massachusetts General Laws Chapter 44, Sections 7 and 8. For appropriations from the Recreation Stabilization Fund, two-thirds – see Massachusetts General Laws Chapter 40, Section 5B.

*For more information about this article, contact Asa Foster, Chair, Wayland Recreation Commission, at (508) 397-9130, or email asabfoster@gmail.com.*

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**ARTICLE 12: NON-MEDICAL/RECREATIONAL MARIJUANA MORATORIUM – TEMPORARY MORATORIUM ZONING BYLAW AMENDMENT**

*Sponsored by: Youth Advisory Committee*

To determine whether the Town will vote to amend Chapter 198 of the Town Code, the Town’s Zoning Bylaw, by adding a new definition for “Marijuana Establishment” and establishing a temporary moratorium on the use of land, buildings or structures for said Marijuana Establishments in all zoning districts in the Town of Wayland, as follows:

**1. Section One**

Amend Section 104.2 by adding the following new definition:

Marijuana Establishment – as defined in Section 1 of Chapter 94G of the General Laws, meaning a “marijuana cultivator, independent testing laboratory, marijuana product manufacturer, marijuana retailer or any other type of licensed marijuana-related business.”

**11. Section Two**

Amend Section 803.5 by adding the following new subsection:

*Section 803.5.8 There shall be a temporary moratorium on Marijuana Establishments until December 31, 2018. During the moratorium period, the Town shall undertake a planning process to address the potential impacts of recreational marijuana in the Town, and to consider the Cannabis Control Commission regulations regarding Recreational Marijuana Establishments, and shall consider adopting new Zoning Bylaws in response to these new issues.*

**PLANNING BOARD REPORT:** The following zoning article was submitted for the 2017 Special Fall Town Meeting. Pursuant to Massachusetts General Laws Chapter 40A, Section 5, the Planning Board held a public hearing on October 3, 2017 to discuss the proposed amendments to the Town’s Zoning By-Laws and closed the public hearing the same night.

**Article N: Non-Medical / Recreational Marijuana Moratorium – Zoning Bylaw amendment**

On November 8, 2016, the voters of the Commonwealth approved a law regulating the cultivation, processing, distribution, possession and use of marijuana for recreational purposes. The law, which allows certain personal use and possession of marijuana, took effect on December 15, 2016. It was amended on December 30, 2016 via Chapter 351 of the Acts of 2016, and requires a Cannabis Control Commission to issue regulations regarding the licensing of commercial activities. Non-Medical or Recreational Marijuana Establishments (hereafter, “Recreational Marijuana Establishments”), as defined in G.L. c. 94G, § 1, are not specifically addressed in the Town’s Zoning Bylaw. Regulations to be promulgated by the Cannabis Control Commission may provide guidance on certain aspects of local regulation of Recreational Marijuana Establishments. The

regulation of recreational marijuana raises novel legal, planning, and public safety issues. The Town needs time to: (1) study and consider the regulation of Recreational Marijuana Establishments, (2) address the potential impact of the State regulations on local zoning, and (3) undertake a planning process to consider amending the Zoning Bylaw regarding regulation of Recreational Marijuana Establishments. The sole purpose of the article is to adopt a temporary moratorium on the use of land and structures in the Town for Non-Medical/Recreational Marijuana Establishments until December 31, 2018 to allow the Town sufficient time to address the effects of such structures and uses in the Town and to enact appropriate bylaws.

The Planning Board recommends and voted approval. (Vote: 4-0-0)

**FINANCE COMMITTEE COMMENTS:** This article proposes two amendments to the Wayland Town Code, the Town's Zoning Bylaw, regarding the November 8, 2016 Massachusetts referendum to allow certain personal use and possession of marijuana.

The approved State law went into effect on December 15, 2016 and was amended on December 30, 2016 via Chapter 351 of the Acts of 2016, which required a Cannabis Control Commission to issue regulations regarding the licensing of commercial activities by March 15, 2018 and to begin accepting applications for licenses on April 1, 2018. The measure also delayed the opening of recreational marijuana stores for 6 months to July 2018.

Currently, a Non-Medical or Recreational Marijuana Establishment (hereafter, a "Recreational Marijuana Establishment"), as defined in G.L. c. 94G, s1, is not specifically addressed in the Town's Zoning Bylaw. Regulations to be promulgated by the Cannabis Control Commission may provide guidance on certain aspects of local regulations of Recreational Marijuana Establishments. The Town will need time to study and consider the regulations of Recreational Marijuana Establishments and address the novel legal, planning, and public safety issues regarding the effects of such structures and uses in the Town and to enact bylaws in a consistent manner.

The Massachusetts Attorney General's office issued a ruling that a local zoning bylaw that imposes a temporary moratorium on recreational marijuana business and land use is consistent with the Town's authority to impose reasonable time limitations on development so that the Town can engage in a legitimate planning study.

This article is not a proposal to rescind the right of adults over the age of 21 to grow, possess, and use marijuana within the scope of the law passed on November 8, 2016. This article simply proposes to allow more time for the Town to learn about how to best plan Wayland's response to this new industry. If no moratorium is in place, as of April 1, 2018, Wayland will be forced to accept applications for up to 6 licenses for marijuana retail establishments (20% of the number of liquor licenses in Wayland, as set by the November 2016 referendum).

**ARGUMENTS IN FAVOR:**

- An extension of time will enable the Town and its various boards and committees to research and understand the impact of stores selling recreational marijuana in other communities or states where licensing has already gone into effect.
- There are conflicts between state and federal law regarding this issue that need to be understood. Currently, marijuana is a Schedule 1 controlled substance in the eyes of the DEA and Federal Government. Due to this conflict most banks are unwilling to become involved in marijuana commerce, rendering it a cash business. A business that deals in cash only could be a security risk and may increase the crime rate in Wayland. A 6 month moratorium would provide the Town time to research how other businesses and towns navigate this issue.
- The legalization of marijuana in Massachusetts introduced a new commercial industry to the state. Infrastructure and policies must be developed as well as implementation strategies. They

have not been implemented to date.

- Location and permitting of retail stores near schools and recreational areas need to be understood and then appropriate zoning bylaws need to be developed similar to those dealing with alcohol sales.
- Settled substance abuse prevention science states that youth substance abuse is best minimized when: 1) the youth perceives that the substance is harmful; 2) that the youth perceives that his/her parents disapprove of use by youth; and 3) youth access to the substance is reduced. Wayland needs time to consider how to manage retail marijuana establishments, given this research finding.
- It will allow the Town time and opportunity to work with neighboring communities to have a consistent legal framework to manage the sale and use of recreational marijuana. Lincoln, Sudbury, and Wellesley have all passed moratoriums, and Weston has banned the sale of recreational marijuana.
- Finally, it provides Wayland with a stop-gap if state regulations are not set in a timely fashion. Town regulations cannot be set prior to the completion and issuing of the state regulations from the Cannabis Control Commission.

**ARGUMENTS OPPOSED:**

- Some might argue that recreational use of marijuana is now legal in Massachusetts, and Wayland can play a part in the initial implementation of the law by not putting a moratorium in place. Without a 6-month moratorium commercial recreational marijuana establishments could be open as soon as July 1, 2018.
- Some voters may believe that we can handle the impacts without any further delay as many other states, cities, and towns across the country have gone through this process in recent years.
- A moratorium delays financial and other benefits to potential individual business owners and users of recreational marijuana.

**RECOMMENDATIONS:** The Finance Committee recommends approval of this article. (Vote: 6-1-0) The Board of Selectmen recommends approval of this article. (Vote: 5-0-0) The Youth Advisory Committee recommends approval of this article. (Vote: 7-0-0) The Planning Board recommends approval of this article. (Vote: 4-0-0)

**QUANTUM OF VOTE:** Two-thirds vote per Massachusetts General Laws Chapter 40A, Section 5. Since this amendment was defeated at the April 2017 Town Meeting, this Article requires – and received – a favorable recommendation from the Planning Board.

**CONSISTENCY WITH LAW:** The proposed bylaw amendment is not repugnant to federal or Massachusetts law.

*For more information about this article, Jason Verhoosky, Director of Youth and Family Services, at 508-358-4293 or [jverhoosky@wayland.ma.us](mailto:jverhoosky@wayland.ma.us).*

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**ARTICLE 13: APPROPRIATE FUNDS TO RESTORE/PRESERVE STONE  
PILLARS AT CASTLE GATE ROAD AND WEST PLAIN STREET**

*Sponsored by: Community Preservation Committee*

*Estimated Cost: \$12,000*

To determine whether the Town will vote to:

- a) appropriate a sum of money up to \$12,000 to be expended to restore/preserve the town-owned stone pillars at Castle Gate Road and West Plain Street; and
- b) determine whether said appropriation shall be provided by taxation, transfer from unappropriated funds, transfer from available funds appropriated for other purposes, by borrowing, or otherwise, provided not more than \$12,000 of the funds so appropriated shall be transferred from the Community Preservation Fund's Historic Preservation Fund.

**FINANCE COMMITTEE COMMENTS:** Passage of this article will authorize the restoration and preservation of the Castle Gate stone pillars. Located at the intersection of West Plain Street and Castle Gate Road, these pillars mark the original entrance to the Mansion Inn which was constructed in 1882. They are the only remaining evidence of this unique property that burned down in 1954. See Map in Appendix G.

The pillars are the last visible vestiges of the historic Mansion Inn at their original site. They have lost mortar, the tops of the pillars have rooted plants and several stones including some at the base have been shifted or dislodged as shown in the photographs in Appendix G. Preserving these pillars connects the Town to early Cochituate development around Dudley Pond; how wealth from the carpet industry prompted Michael Simpson, an aging industrialist, to court a young local woman and build her a Mansion.

The pillars are within the town right-of-way. The stones of each pillar will be labeled, disassembled in order to create new footings and reconstructed to protect them from snow plows and turning vehicles. Without this work, the pillars will collapse and it will be difficult to reconstruct them as they were originally constructed from a heap of stones.

A favorable vote by Town Meeting will not increase the FY18 budget or tax rate. The funding source for this project is the Community Preservation Committee's Historic Preservation fund.

**ARGUMENTS IN FAVOR:** Restoring this historical asset needs to occur before more deterioration makes preservation impossible. Funding of this project would come from the Community Preservation Fund, funds that have already been collected by the Town.

**ARGUMENTS OPPOSED:** Some may argue other historic preservation initiatives not yet identified by the Historical Commission may require future funding.

**RECOMMENDATIONS:** The Finance Committee recommends approval of this article. (Vote: 4-0-0) The Board of Selectmen recommends approval of this article. (Vote: 5-0-0) The Board of Public Works recommends approval of this article. (Vote: 3-0-0) The Community Preservation Committee recommends approval. (Vote: 5-0-0)

**QUANTUM OF VOTE:** Majority – see Massachusetts General Laws Chapter 44B, Section 7.

*For more information about this article, contact Gretchen Schuler, Chair, Community Preservation Committee by email at ggschuler@verizon.net or 508-358-7980.*

**ARTICLE 14: APPROPRIATE FUNDS TO INSTALL WESTON AQUEDUCT  
PEDESTRIAN CROSSINGS**

*Sponsored by: Conservation Commission*

*Estimated Cost: \$98,500*

To determine whether the Town will vote to:

- a) appropriate a sum of money to be expended by the Conservation Commission for the costs of construction to install pedestrian crossings at the locations where the Weston Aqueduct trail crosses roadways:
  1. Old Connecticut Path
  2. Pine Brook Road
  3. Stonebridge Road
- b) determine whether such appropriation shall be provided by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by borrowing in compliance with Massachusetts General Laws Chapter 44§§7 or 8 or other enabling authority, or otherwise;
- c) authorize the Treasurer with the approval of the Board of Selectmen, to borrow said sum pursuant to G.L. c. 44, §§7 or 8 or any other enabling authority, and issue bonds or notes of the Town therefor; and
- d) authorize any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, to be applied to the payment of costs approved hereunder in accordance with G.L. c.44, §20, thereby reducing by a like amount the amount authorized to be borrowed to pay such cost.

**FINANCE COMMITTEE COMMENTS:** The Town of Wayland applied for and was granted public access to the Weston Aqueduct by the Massachusetts Water Resources Authority (MWRA) on June 1, 2016. The Conservation Commission has been working with the MWRA to establish a passive recreational trail from the Weston town line to the Framingham town line. The permit requires the Town to construct the necessary pedestrian crossings to insure the safety of the users of the trail. The urgency of being a regulatory requirement by the MWRA allows the article to be included in this fall Special Town Meeting versus waiting until the spring.

The Weston Aqueduct crosses public streets in five locations. The crossings at the Routes 126 and 27 intersections were completed with a portion of the trail routed along the existing sidewalk. The crossing at the Old Connecticut Path (adjacent to #274) will use the existing crosswalk at the high school. The remaining three will tie the entire public way. The design has been completed and paid with prior period Conservation Department funds.

- a) The two crossings at Old Connecticut Path (adjacent to #40) and Pine Brook Road: Pavement, striping and signage - \$44,700.
- b) The crossing at Stonebridge Road: Pavement, striping and signage - \$44,600.
- c) Crosswalk at Stonebridge: Additional charge for special imprinted crosswalk - \$9,200.

After several months of urging by the Board of Selectmen, in June 2016 the MWRA agreed to open the Wayland section of the aqueduct for pedestrian use with the condition that the town would make necessary crossing improvements. The Town Administrator signed the agreement as authorized by the Selectmen.

The article is presented by the Conservation Commission because of a concern for pedestrian safety on

trails overseen by the Commission. The aqueduct as it exists encourages walkers, including the Wayland High School Cross Country Team to cross unsafely, mid-block on busy roads. The Wayland Department of Public Works (DPW) has noted that the project is not Chapter 90 eligible. However, the crosswalk installation will be overseen and maintained by the DPW. This project does not qualify for Community Preservation Funds.

**ARGUMENTS IN FAVOR:**

- The pedestrian crossings are the responsibility of the Town to construct for the public safety of users on the trail. The trails cannot be officially opened until these pedestrian crossings are installed.
- The crosswalks provide connectivity to the established aqueduct trails in Weston and Framingham.
- Because the designs for the crosswalks are already completed, passage of this article at this Special Town Meeting means that construction can begin in early spring.

**ARGUMENTS OPPOSED:**

- The funds appropriated for these pedestrian crossings could be used for other public safety expenses.
- Some may argue that all Town crossings are installed and managed by the DPW and so should this one. The DPW will be responsible for all future maintenance and so this project should be part of their business plan and budget.
- Others feel that the project will not be able to start until the spring so why not wait until the Annual Town Meeting with the other money articles. It would only delay the installation a few months.

**RECOMMENDATIONS:** The Finance Committee recommends approval of this article. (Vote: 3-0-2) The Board of Selectmen recommends approval of this article. (Vote: 4-0-0) The Conservation Commission recommends approval. (Vote: 5-0-0)

**QUANTUM OF VOTE:** Majority – see Massachusetts General Laws Chapter 40, Section 5 and Chapter 44, Section 33B. For borrowing, two-thirds – see Massachusetts General Laws Chapter 44, Sections 7 and 8.

*For more information about this article, contact Linda Hansen, Conservation Administrator, at 508-358-3669 or LHansen@wayland.ma.us*

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**ARTICLE 15: 107 OLD SUDBURY ROAD DEMOLITION**

*Sponsored by: Board of Public Works*

*Estimated Cost: \$100,000*

To determine whether the Town will vote to appropriate, transfer from the Water Enterprise Fund, or borrow a sum of money of up to \$100,000 to be expended by the Department of Public Works for the demolition of the structure and appurtenances at 107 Old Sudbury Road for the purpose of water resource protection and potential upgrade of the Town's Baldwin Pond water treatment plant.

**FINANCE COMMITTEE COMMENTS:** Passage of this article will authorize the Department of Public Works to pay for the demolition of the existing structures at 107 Old Sudbury Road. At the 2016 Special Town Meeting, the Board of Public Works recommended and Special Town Meeting authorized the purchase of this property for water resource protection because it adjoins the Baldwin Pond wells and approximately an acre of this parcel is within the capture zone of the wells. This parcel was also purchased for possible expansion of the water treatment process.

The pre-purchase inspection performed on 107 Old Sudbury Road stated the house was deteriorating, but did not state the house contained lead and asbestos. However, a post-purchase inspection identified the existence of lead and asbestos. Subsequently, in accordance with the Commonwealth of Massachusetts Regulations 527 CMR 1 section 10.13 - *Vacant Buildings and Premises*, the house has been identified by the Wayland Fire Department as unsafe. A red 'X' has been posted on the building indicating hazards exist to such a degree that in the event of a fire, firefighters would not be allowed into the structure. The Fire Chief recommends the building and appurtenances be demolished as soon as possible and the asbestos be remediated by an approved vendor.

This article authorizes the Board of Public Works to appropriate the necessary funding for this project from the Water Enterprise Fund. This project will not increase the Water Department's FY18 budget or borrowing.

**ARGUMENTS IN FAVOR:** Removal of this deteriorating structure will further protect the Town's investment in the Baldwin wells and water supply. This structure has been deemed a fire hazard, presents potential dangers to anyone who might approach it and should be razed.

**ARGUMENTS OPPOSED:** The Finance Committee is not aware of any.

**RECOMMENDATIONS:** The Finance Committee recommends approval of this article. (Vote: 4-0-0) The Board of Selectmen recommends approval of this article. (Vote: 5-0-0) The Board of Public Works recommends approval of this article. (Vote: 4-0-0)

**QUANTUM OF VOTE:** Majority – see Massachusetts General Laws Chapter 40, Section 5 and Chapter 44, Section 33B and Chapter 44, Section 53.

*For more information about this article, contact Tom Holder, Director, Department of Public Works at 508-358-3672 [tholder@wayland.ma.us](mailto:tholder@wayland.ma.us).*

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## APPENDIX A

### THE MODERATOR'S RULES AND REGULATIONS GOVERNING WAYLAND'S TOWN MEETINGS

The following information may help you to participate fully in Wayland's town meetings, which have been held each year since 1639:

#### I. THE WARRANT

This booklet, which includes the Warrant for Wayland's Town Meeting, was compiled by the Selectmen and served upon all residents by mail and by posting in accordance with applicable provisions of the Code of the Town of Wayland. It contains the agenda of the subjects to be acted upon (articles), including the omnibus budget proposed (if this is an annual meeting), the report and recommendations of the Finance Committee, and additional information concerning the finances and administration of the Town to help us formulate our votes.

No action of this Town Meeting will be valid unless it shall have been taken under an article set forth in the Warrant.

Each article will be considered in the order in which it appears on the Warrant, unless the meeting shall have voted to do otherwise by a TWO-THIRDS vote.

#### II. THE VOTERS

A. All residents of Wayland, who have been duly registered as voters, are urged to attend, participate, debate and vote at all annual and special town meetings subject to laws of the Commonwealth of Massachusetts, the Bylaws of the Town and these rules and regulations.

B. The Town Administrator, Assistant Town Administrator, Police Chief, Fire Chief, Finance Director, Director of Public Works, Public Buildings Director, Superintendent of Schools, and Town Counsel shall have the right to attend and sit on the floor of town meetings, but they shall not be considered in determining the presence of a quorum unless they are registered voters of the Town.

C. All other persons, including members of the press, may attend and observe Wayland's town meetings so long as they remain seated in the special section reserved for non-residents, unless the Moderator shall have authorized them to sit among the registered voters. And see paragraph IV.B.3 below.

D. A registered voter may bring his or her child(ren) to sit among the voters so long as the child(ren) sit(s) quietly beside his or her parent at all times.

#### III. THE MODERATOR

The Moderator is elected by ballot for a three year term at the annual election of town officers to preside at all Town meetings during his or her term of office and is authorized by state law to regulate the proceedings, decide all questions of order and make public declaration of all votes, subject to the Bylaws that Wayland has enacted to regulate the proceedings of town meetings. All rulings of the Moderator are final.

#### IV. THE MEETING

##### A. The Call to Order

1. The Moderator will call each session of town meeting to order at 7:00 p.m., or as soon thereafter as the Town Clerk has determined that a quorum of one hundred (100) registered voters has been checked into the hall.

2. The Moderator will announce the number of each article about to be considered and invite a motion thereunder; the Moderator will omit the reading of the articles, unless a MAJORITY of the meeting shall vote otherwise.

B. To Address the Town Meeting

1. No person may address a town meeting until and unless he or she shall have been recognized by the Moderator. All persons shall, at the request of the Moderator, be silent.

2. All persons, who wish to be recognized, shall approach one of the three microphones placed at the front of the room, which most closely reflects the purpose for which they seek recognition:

The Procedural Microphone (in the middle) will be available to those who have been recognized by the Moderator and wish to offer:

The main motion under the article being considered and a presentation in support thereof;

The principal presentation in opposition to the main motion. See paragraph IV.C.2.a, below;

An amendment to a main motion;

A question seeking information concerning the motion or other matter then under discussion, or guidance from the Moderator as to procedure, including a point of order;

An answer to a question seeking information; and

A point of order or procedural motion, such as:

- a) a motion to terminate debate;
  - b) a motion challenging the Moderator's declaration of a vote;
  - c) a motion questioning the presence of a quorum; and
  - d) a motion to adjourn.
- b. The "Pro" Microphone will be available to those persons recognized by the Moderator who wish to speak in support of a motion on the floor.
  - c. The "Con" Microphone will be available to those persons recognized by the Moderator who wish to speak in opposition to a motion on the floor.

The Moderator will normally recognize those persons, who are standing behind or seated near each microphone in a single file, in the order of their entry into that file, alternating between the Pro and the Con mikes; but reserves the right to recognize any person at any time, including a person who has not approached a mike, a person who is handicapped or a person who has risen to a point of order. Any person whose remarks are not consistent with the purpose of the microphone that he has been permitted to use, shall yield the floor upon request of the Moderator.

3. Those individuals granted the right to sit on the floor under Section II B above, if non-residents, shall have the right to answer questions, but they do not have the right to vote unless they are registered voters of the Town.

4. If a person, who has not registered to vote, seeks permission to address the meeting, the Moderator will ask whether there are any objections. If there are any, he will immediately call for a

vote. If the majority shall vote to hear the non-resident, the Moderator will give him/her the floor.

C. The Debate

When you have been recognized by the Moderator, address the Chair as follows: "Mr. Moderator, I am (Name) of (Street Address)." Then proceed as follows:

"I move that . . .";

"May I ask you . . ."; or

"May I ask through you (then state the question which you want a board, official, or previous speaker to answer);

"I rise to a point of order"; or

2. Once you have been recognized, you may offer any motion, amendment, argument, comment, suggestion or question relevant to the article then under consideration, unless the Moderator shall have authorized debate or invited comments upon subjects not listed in the Warrant; but

Any person who wishes to offer the principal presentation in support of the main motion under an article, must so notify the Moderator prior to that article being called and complete the same within seven (7) minutes, or less, and yield the floor. A light will warn you to conclude your remarks and yield the floor during the final minute. The Moderator may divide the time if more than one person indicates a desire to make a presentation in support. The aforesaid seven minute limit does not apply to the principal motions under the omnibus budget article.

Any person wishing to offer a presentation in opposition to the main motion under an article must so notify the Moderator prior to that article being called and complete the same within the time used by the proponent, or within three (3) minutes, whichever is longer, and yield the floor. The same one (1) minute warning light will warn you to conclude your remarks. The Moderator may divide the time if more than one person indicates a desire to make a presentation in opposition.

All other persons who wish to address the Town Meeting shall, when recognized, complete their remarks in two (2) minutes, or less, unless extended to three (3) minutes by leave of the Moderator (*which will automatically be given in 2017*) and yield the floor. The same one (1) minute warning light will be turned on when you have used up the first minute.

You may be interrupted only by a question of privilege, a point of order, a request that you speak more distinctly or by the Moderator.

When you have completed your motion, question, or remarks, you relinquish your claim to the floor; and you must yield the floor upon request of the Moderator.

The Moderator will rule, or take other appropriate action on any generally recognized incidental, subsidiary or privileged motion.

3. Abbreviated Presentation Procedure. With notice to and leave of the Moderator any person making a main motion under an article may present that motion under the Abbreviated Presentation Procedure. Under this procedure:

The motion must be presented in or be substantially consistent with the words of the Article as printed in the Warrant, and without making further presentation in support of that article. The Moderator may allow minor or editorial variation from the words of the Article as printed in the Warrant.

The Moderator will ask if anyone wishes to speak in opposition to the motion or if anyone has a question regarding the motion.

Should there be a question, the questioner will be permitted to state his or her question and the presenter of the motion will be permitted to answer that question.

Should any individual state that he or she is opposed to the motion, or if the Moderator determines that the questions are of significant depth or importance, the presentation and debate will continue in the normal course as set forth in these Rules.

4. If you have a question concerning the legality or propriety of the proceedings, you may approach the Procedural Microphone and address the Moderator without waiting to be recognized, saying: "Mr. Moderator, I rise to a point of order." When you have been recognized, you must state the reason for your point, which may include that a motion is beyond the scope of the article under consideration, that the person who has the floor is not addressing the merits of the motion or that a quorum is not present. The Moderator will then rule on the point and his ruling is final.

5. If you wish to offer a motion within the scope of the article under consideration, follow the procedure outlined under paragraph IV. B. and C., above.

If your motion is the main motion, you must then declare that it is identical word-for-word with the substantive portion of the article printed in the warrant which is then under consideration, or describe all of the substantive differences in wording between the article and the motion; otherwise the Moderator will permit no debate or action upon your motion.

If you plan to offer a main motion that contains more than twenty-five (25) words and differs significantly from the article printed in the Warrant, you must first print and distribute a copy thereof to those attending the session of town meeting at which said motion is presented.

No motion or amendment of a motion that exceeds ten (10) words in length will be accepted, unless it shall have been offered to the Moderator in writing.

A motion that is not identical word-for-word with the substantive portion of the article printed in the warrant then under consideration will not be accepted, unless the Moderator shall determine that said motion is within the scope of the article; i.e., that it does not change the substantial character of the proposal described in that article or would not further restrict, if passed, the liberties of the residents of Wayland than the proposal set forth in the article.

The Moderator will accept no motion proposing a layout, taking, acceptance of gift, purchase, sale, lease or rezoning of land, unless the article under which the motion is offered contains a running description of the land in question, a description by metes and bounds or a reference to a plan suitable for recording that is available for public inspection at the office of the Town Clerk, the Town Surveyor, the Planning Board or another place to which the public has access during normal business hours.

The Moderator will accept no motion to appropriate and/or expend a sum of money, which exceeds the estimated cost set forth in the article then under consideration by fifteen (15%) percent, except for motions under the omnibus budget article and motions under a supplementary budget article that contemplates the appropriation of additional money for the current fiscal year to augment moneys previously appropriated and proposes to fund such appropriations by transfer from unappropriated funds, funds appropriated for another purpose or from funds received by the Town as grants or gifts.

The Moderator will accept no motion that in the Moderator's view would eviscerate or be completely opposite of the motion under the Article under consideration.

The Moderator may rule on your motion, even if no one has risen to challenge that motion by way of a point of order.

6. You will not be recognized to speak on the merits of a motion if you have already spoken three times on its merits, but you may be recognized to answer a question put by another or to

raise a procedural issue with respect to that motion.

7. Wayland's practice with respect to some common subsidiary motions is generally as follows:

You may amend a motion by moving to add and/or delete words to and/or from the main motion or by substituting a new motion therefor; but the Moderator permits no more than two amendments to a main motion *at a time*. A motion to amend is debatable and requires only a MAJORITY vote, even though the main motion may require a TWO-THIRDS vote.

You may move to refer a matter for further study, if your motion identifies the official or committee who shall conduct such study, how it shall report, when and to whom. In the event that you wish to establish a new committee for this purpose, the motion must specify the number of members who shall serve and who shall appoint them. A motion to refer is debatable and may be amended and requires a MAJORITY vote.

You may move to advance or postpone to a time certain within the then current session of the meeting consideration of an article listed in the Warrant. Such a motion is debatable, may be amended and requires a TWO-THIRDS vote.

You may move to lay an article on the table ("table"). Such a motion is NOT debatable or amendable and requires a TWO-THIRDS vote. A motion to remove such article from the table is also NOT debatable or amendable and requires a TWO-THIRDS vote.

You may ask the Meeting to take no action under an article by moving "that the article be passed over." Such a motion may be deemed a substitute for the main motion, is debatable, may not be amended, requires a MAJORITY vote and serves to dispose of the article under consideration.

8. Upon the expiration of forty-five (45) minutes after the main motion under any article shall have been seconded, or put before the meeting by the Moderator, unless extended to sixty minutes by leave of the Moderator (*which will be automatically given in 2017*), the Moderator will terminate debate thereon, unless the Town Meeting shall have voted by majority vote to extend the time available for further debate. The time needed to count the vote(s) upon the motion(s) under the article will not be included in the total time. The aforesaid time limit does not apply to debate under the omnibus budget article.

9. Although the Moderator has absolute authority to regulate the proceedings at town meetings, debate under a motion can be terminated by a TWO-THIRDS vote of the Town Meeting. Therefore, if you believe that debate under a motion has gone on long enough, approach the Procedural Microphone, and, when you have been recognized, make a motion to terminate debate (move the previous question). If your motion receives a second, the Moderator the Moderator may, but need not, defer the termination of debate for a reasonable time to permit both sides of the issue to be heard. If a motion to terminate debate carries by a TWO-THIRDS vote, the Moderator will put the previous motion under consideration to a vote without further debate; but if said motion does not carry by a TWO-THIRDS vote, the Moderator will permit debate to continue.

10. If an article of the Warrant has been acted upon and disposed of, a motion to reconsider the article may be made at any time if the Moderator determines that the person offering the motion discloses significant new information to the Town Meeting concerning said article, which existed but had not been disclosed or made available to the Meeting when the motion under that article was debated, and the Moderator thereupon explains why such information satisfies the foregoing criteria; provided however, the debate and action on said motion shall be deferred until all other articles have been disposed of. In any event, a two-thirds vote shall be required for approval of a motion to return to an article.

#### D. The Vote

Before calling for a vote, the Moderator will usually repeat the motion under consideration (as the same may have been amended), unless it is substantially identical to the article:

1. In the event that electronic handset voting equipment shall have been made available for use by voters at any Annual or Special Town Meeting, all votes shall be taken by secret ballot using such equipment, unless the Moderator shall decide otherwise for reasons he/she shall state publicly. When calling for an electronic vote, the Moderator will ask voters to press the number "1" if they wish to register an "aye" or the number "2" if they wish to vote "no". In the event that a voter wishes to abstain, he or she may (but need not) press "3". Voters may change their mind as many times as they wish, but the last vote recorded upon the expiration of thirty seconds will count. Any voter who believes that his or her keypad is not functioning properly or is failing to record his or her vote accurately should proceed to the designated help desk. If a vote is in progress, the voter should raise his or her hand; if seen by the Moderator, the Moderator will dispatch help desk staff to examine the handset for any defect. If it is determined by help desk staff that the handset is defective, the voter will be offered a paper ballot and pen to record his or her vote on that question and will be provided with another handset for the next vote. Such paper vote shall be promptly relayed by help desk staff to the Moderator.

If a voter cannot use the electronic handset offered by the Checkers, he or she will be provided with a colored piece of paper or cardboard and directed to sit in a special section reserved for those who will not be using an electronic handset to vote. Whenever the Moderator shall call for a vote, tellers will provide a ballot to each voter in the special section(s), who has such a colored paper or cardboard, collect those ballots within thirty seconds and deliver them to the Moderator, who will add the total of the ballots to the vote received electronically and declare the vote on the motion before the meeting.

Each person receiving a handset must retain and use only that handset until turned in at the Help Desk, given to a Teller or turned in at the end of the session. No person may lend or give that handset to another person, nor may any person vote with a handset originally given to another.

Voters with handsets may retain them if they wish to leave the room for any reason, but they must hand their handset to an exit attendant if they plan to leave the building.

2. In the event that electronic voting is for any reason not to be employed, the Moderator will first ask all those in favor to say, "Aye". He will then invite those opposed to say, "No". If the Moderator is in doubt as to whether the motion has carried, he or she may call for another voice vote; or may ask those in favor to stand, before he asks those opposed to stand. Sometimes, the Moderator will reverse this procedure before declaring the vote.

3. If the Moderator is still in doubt, or if seven (7) or more voters shall immediately question a voice or an uncounted vote taken by non-electronic means, he will call for the tellers to help him take a standing counted vote – two tellers for each section of the hall so that they may check each other's results. The Moderator will then repeat the motion and say, "All those in favor will rise and remain standing until counted." When the count has been completed, the Moderator will ask those who are opposed to stand and be counted. As soon as each team of tellers has agreed upon the count in their section, they will be asked to report the number of voters they have counted from the Procedural Microphone. When all of the tellers have reported, the Moderator will declare the vote and his declaration of the vote is final, unless clear and convincing evidence shall have been submitted to the Moderator that fraud, errors by of one or more tellers or some other irregularity has infected the accuracy of the vote count just completed; in which event the Moderator will repeat the standing counted vote procedure outlined above.

4. If a vote taken by electronic means is questioned by seven (7) or more voters, the Moderator will audit the vote by choosing a set of voters to come forward and present their handsets in turn to the Town Clerk, who will compare the vote shown on each handset with the vote received by the Electronic Voting System for that handset. If the correlation is less than fully accurate, the Moderator shall discard the electronic vote and call for a standing counted non-electronic vote under the previously set out procedures.

5. In the event that the law requires a vote of TWO-THIRDS or more to carry a motion acted on by non-electronic means the Moderator will normally ask whether there is unanimous support for the motion; but if there is not such support, he will take a standing counted vote. If the Moderator shall have

perceived that more than TWO-THIRDS of the voters voted in the affirmative the Moderator may by hand vote determine that the TWO-THIRDS majority was met.

6. If a TWO-THIRDS vote is required to carry a subsidiary or procedural motion, such as a motion to terminate debate (“move the previous question”), the Moderator need not take a count, even though the voice vote upon such motion was not unanimous, if the Moderator shall have perceived that more than TWO-THIRDS of the voters voted in the affirmative. The Moderator shall then declare that such motion has carried and the Clerk shall record such declaration together with a note that there was “a scattering of nos.”

E. Adjournment

1. If you wish to adjourn a session of the Town Meeting before all of the articles have been disposed of, you must specify the date and time when the Meeting shall resume. Such motion may be made at any time, is debatable, may be amended and requires a MAJORITY vote, provided, however, that the Moderator will permit no such motion if it shall be offered after debate shall have been terminated upon a pending motion until the final declaration of the vote taken upon the motion then under consideration.

2. Each session of a Town Meeting shall be adjourned by the Moderator (a) at 10:30 p.m., or as soon thereafter as the Meeting has disposed of the article then under consideration or postponed action thereunder, or (b) voted to adjourn at a different time.

3. No motion to dissolve the Town Meeting (to adjourn *sine die*) is in order until every article shall have been duly considered, acted upon and declared as disposed of.

V. QUESTIONS

In the event that you have a question concerning the conduct of the meeting, you need further information to cast your vote, or the status of any motion being considered, you are invited to approach the Procedural Microphone and to address your question to the Moderator as soon as you have been recognized.

VI. MISCELLANEOUS RULES

Residents of the Town of Wayland may, with the prior permission of the Moderator, place and/or post documents intended and designed to inform and influence the action of voters at town meetings on the tables and wooden walls located behind and on either side of the tables occupied by the checkers at the entrance of the Field House and each other venue where town meetings are conducted, so long as said documents are germane to any of the articles set forth in the warrant.

The Selectmen, the Chief of Police and the Chief of the Fire Department and other town officers and employees may also be permitted by the Moderator to post and place documents pertaining to the safety of the public in the aforesaid locations.

Thank you for joining us to do the Town’s business.

Dennis J. Berry, Moderator  
November 14, 2017

**APPENDIX B: Article 3, Personnel Bylaws: Wage and Classification Plan**

**NON-UNION WAGE SCALE, N SCHEDULE**

Effective July 1, 2017, 2% increase

Grade	1	2	3	4	5
N-1	37,718	38,850	40,015	41,216	42,450
N-2	41,043	42,273	43,542	44,848	46,195
N-3	41,454	42,695	43,978	45,297	46,658
N-4	45,109	46,462	47,855	49,288	50,769
N-5	49,528	51,014	52,544	54,119	55,744
N-6	54,381	56,014	57,693	59,424	61,205
N-7	59,711	61,503	63,345	65,247	67,206
N-8	65,562	67,530	69,554	71,642	73,789
N-9	76,576	78,561	80,617	82,886	85,375
N-10	79,044	81,414	83,857	86,372	89,487
N-11	86,789	89,393	92,075	94,836	97,679
N-12	91,040	93,772	96,615	99,487	102,466
N-13	95,293	98,150	101,096	104,130	107,253
N-14	104,632	107,771	111,005	114,334	117,764
N-15*					

Grade	6	7	8	9	10
N-1	43,724	45,038	46,388	47,778	49,213
N-2	47,580	49,006	50,477	51,992	53,552
N-3	48,059	49,500	50,980	52,512	54,086
N-4	52,292	53,368	55,477	57,139	58,855
N-5	57,416	58,826	60,913	62,740	64,623
N-6	62,406	64,935	66,883	68,889	70,956
N-7	69,221	71,297	73,435	75,641	77,909
N-8	76,006	78,283	80,634	83,050	85,544
N-9	87,935	90,571	93,290	96,059	98,900
N-10	91,183	94,381	97,982	99,680	103,131
N-11	100,610	103,628	106,739	109,940	113,241
N-12	105,541	108,707	112,629	115,326	118,963
N-13	110,472	113,785	118,517	120,713	124,685
N-14	121,298	124,936	128,143	132,544	136,523
N-15					158,000

- |     |                                  |      |                                      |
|-----|----------------------------------|------|--------------------------------------|
| N-1 | Secretary, Fire -- PT            | N-8  | Financial Administrator              |
| N-1 | Sr. Clerk, Health -- PT          | N-8  | Recreation Director                  |
| N-1 | Asst. Rec Program Coord. -- PT   | N-9  | Assistant Fire Chief                 |
| N-2 | Administrative Asst. Y/S – PT    | N-9  | Police Lieutenant                    |
| N-3 | IT Technician                    | N-9  | Town Engineer                        |
| N-3 | Conservation Land Mgr. -- PT     | N-10 | Library Director                     |
| N-3 | Human Resources Assistant        | N-11 | Public Buildings Director            |
| N-3 | Outreach Coordinator -- PT       | N-12 | DPW Director                         |
| N-3 | Project Coordinator -- PT        | N-13 | Asst. Town Administrator/HR Director |
| N-3 | Recreation Program Asst. -- PT   | N-13 | Finance Director/Town Accountant     |
| N-3 | WWMDC Account Specialist --PT    | N-13 | Fire Chief                           |
| N-4 | Administrative Asst. -- Police   | N-13 | Information Technology Director      |
| N-4 | Benefits Manager                 | N-14 | Police Chief                         |
| N-5 | Exec Asst. to Town Administrator | N-15 | Town Administrator-per contract      |

**GROUP: NON-UNION – BUILDING INSPECTORS**

Effective July 1, 2017, 2% increase

STEP	1	2	3	4	5
	23.73	24.92	26.17	27.48	28.87
Gas & Plumbing Inspector (PT)					
Wiring Inspector (PT)					

**GROUP: NON-UNION SUBSTITUTE NURSES**

Effective July 1, 2017, 2% increase

Hourly
29.88

**GROUP: NON UNION - PUBLIC SAFETY**

Effective: July 1, 2017, 2% increase

	Annually	Per Day	Hourly
Traffic Supervisors	8,309	--	--
Traffic Supervisor Substitute	--	47.64	--
Special Police Matrons	--	--	21.17
Call Firefighters	--	--	21.17
Call Firefighter Coordinator	--	--	22.58
Paramedic	--	--	21.96
Police Custodian (PT)	--	--	16.89
Police Intern	--	--	11.00

**GROUP: NON-UNION - ON-CALL DISPATCHERS**

Effective: July 1, 2017, 2% increase

	Year 1	Year 2	Year 3	Year 4
On-call Dispatcher	19.98	20.91	21.82	22.73

**GROUP: NON-UNION - HOURLY LIBRARY CLERKS**

Effective July 1, 2017, 2% increase

Step	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
	16.01	16.38	16.76	17.09	17.41	17.79	18.12	18.44	18.82	19.17	19.48	19.86	20.21	20.55	20.90

**GROUP: NON-UNION - HOURLY LIBRARY PART-TIME WEEKEND PROFESSIONALS**

Effective July 1, 2017, 2% increase

Step	1	2	3	4	5	6	7	8	9	10	11	12
	25.23	25.80	26.16	26.61	27.07	27.52	27.99	28.44	28.92	29.37	29.82	30.28

**GROUP: NON-UNION - LIBRARY PAGES**

Effective: July 1, 2017 (Minimum Wage Adjustment – 11.00/hr.)

Effective: July 1, 2017, 2% increase – Year 2

Year 1	Year 2
11.00	11.65

**GROUP: NON-UNION SEASONAL - MISCELLANEOUS**

Effective: July 1, 2016 (No July 1, 2017 increase at this time)

	Year 1	Year 2	Year 3
Seasonal Laborer	12.87	13.52	14.16
Landfill Clerk	13.00		

**GROUP: NON-UNION – SEASONAL – RECREATION MISCELLANEOUS**

Effective: May 1, 2017

(Minimum Wage Adjustment – 11/hr; Plus new Recreation seasonal rates)

**GROUP: NON-UNION -SEASONAL- SUMMER DAY RECREATION PROGRAMS**

Effective: May 1, 2017

(Minimum Wage Adjustment – 11/hr; Plus new Recreation seasonal rates)

	Year 1*		Year 1*
Beach / Aquatic Director	19.00	Camp/Site Director	19.00
Assistant Beach Director	17.00	Assistant Camp/Site Director	17.00
Water Safety Instructor	16.00	Program Specialist	16.00
Water Safety Instructor II	16.50	Extended Day Supervisor	16.00
Swim Instructor	13.50	Preschool Site Director (EEC Dir II Cert)	23.00
Swim Aide	12.00	Preschool Asst Site Director (EEC Dir I Cert)	20.00
Boating Instructor I (Pedal, SUP, Canoe)	16.00	Lead Teacher	16.00
Boating Instructor II (Sailing, Kayak)	18.00	Assistant Teacher	12.50
Head Lifeguard	13.00	Senior Counselor	12.00
Lifeguard	12.50	Counselor	11.00
Gate Guard	11.00	Camp/Site Director	19.00
Snack Bar Manager	14.25		
Snack Bar Staff	12.00		
Snack Bar Cashier	11.00		
	19.00		

**GROUP: NON-UNION – SEASONAL – REC STAFF**

Effective: May 1, 2017 (New Recreation seasonal rates)

	Year 1*
Special Instructor / Referee	35.00
Coach	11.00
Ski Director	19.00
Beach Membership / Camp Registrar	19.00
Camp Registrar	15.75
Special Event Assistant	15.00

\*Additional \$0.50 per hour for each season of Rec service in the same position, with no break in years of service, and upon satisfactory performance evaluation.

**GROUP: AFSCME 2**

Effective: July 1, 2017, 2% increase

Step	1	2	3	4	5	6	7	8	9	10
C-12	36,194	37,281	38,397	39,550	41,018	42,239	43,498	44,795	46,130	48,218
C-14	39,168	40,346	41,555	42,802	44,366	45,689	47,052	48,456	49,901	52,158
C-15	40,681	41,901	43,159	44,454	46,068	47,442	48,858	50,315	51,815	54,161
CD	37,827	42,199	44,062	45,924	47,789	49,652	52,289			
CDC	39,340	43,887	45,825	47,761	49,701	51,638	54,381			

- |      |                                |      |                               |
|------|--------------------------------|------|-------------------------------|
| C-12 | Senior Clerk                   | C-15 | Finance Assistant, Accounting |
| C-14 | Department Assistant           | C-15 | Finance Assistant, Payroll    |
| C-15 | Assistant Town Clerk           | CD   | JCC Dispatcher                |
| C-15 | Assistant Treasurer/Collector  | CDC  | JCC Dispatch Coordinator      |
| C-15 | DPW Administrative Coordinator |      |                               |

**GROUP: AFSCME 1**

Effective: July 1, 2017, 2% increase

Step	1	2	3	4	5	6	7	8	9	10
G-1	38,542	39,691	40,873	42,091	43,345	44,638	45,967	47,338	48,749	51,196
G-2	41,601	42,839	44,118	45,432	46,788	48,182	49,619	51,099	52,624	55,266
G-3	44,911	46,246	47,625	49,046	50,510	52,016	53,567	55,167	56,815	59,668
G-4	48,477	49,925	51,413	52,947	54,528	56,155	57,829	59,558	61,336	64,418
G-5	52,331	53,894	55,502	57,159	58,865	60,622	62,433	64,303	66,218	69,545
G-6	56,499	58,186	59,921	61,711	63,556	65,453	67,406	69,420	71,496	75,091
G-7	61,736	63,578	65,478	67,434	69,448	71,524	73,661	75,862	78,129	82,057
G-7A	64,220	66,147	68,131	70,176	72,280	74,450	76,683	78,983	81,352	85,458
G-7B	64,502	66,428	68,413	70,457	72,562	74,731	76,965	79,265	81,634	85,740
G-8	67,270	69,278	71,348	73,480	75,676	77,939	80,268	82,668	85,139	89,423
G-8A	70,297	72,396	74,559	76,787	79,082	81,446	83,880	86,388	88,970	93,448
G-9	73,297	75,489	77,743	80,069	83,417	84,927	87,465	90,082	92,775	97,444
G-10	79,589	81,976	84,435	86,967	89,576	92,264	95,032	97,883	100,820	105,908
G-15	46,908	49,630	50,996	52,572	54,111	57,009	58,641	60,320	62,052	66,428

- |   |                             |                          |                             |
|---|-----------------------------|--------------------------|-----------------------------|
| G-3 – Admin Assessor                      | G-6 – Local Building Insp   | G-8 – Conservation Admin | G-9 – Building Comm         |
| G-4 – Rec Prog Coord                      | G-6 – Sanitarian/Health Ag  | G-8 – IT Bus Sys Analyst | G-9 – DPW Hwy/Parks/TS Supt |
| G-5 – Assistant Assessor                  | G-6 – Water Treat Plant Mgr | G-8 – Town Planner       | G-9 – DPW Water Supt        |
| G-5 – Clinician                           | G-7 – GIS Analyst           | G-8 – Town Surveyor      | G-9 – Health Director       |
| G-6 – Accountant                          | G-7A - Public Health Nurse  | G-8 – Y&F Services Dir   | G-9 – Treasurer/Collector   |
| G-6 – Assistant Rec Dir                   | G-7B – COA Director         | G-9 – Assessing Dir      | G-15 – Comm Health Nurse    |
| G-7 – Asst Youth Dir/Clinician Supervisor |                             |                          |                             |

**GROUP: LIBRARY**

Effective: July 1, 2017, 2% increase

Step	1	2	3	4	5	6	7	8	9	10
L-1	38,723	39,896	41,090	42,320	43,589	44,896	46,240	47,622	49,061	50,519
L-2	41,828	43,097	44,384	45,710	47,073	48,493	49,951	51,447	52,981	54,590
L-3	45,179	46,524	47,925	49,383	50,860	52,375	53,947	55,556	57,241	58,946
L-4	48,796	50,254	51,750	53,322	54,912	56,560	58,245	60,006	61,805	63,660
L-5	52,697	54,269	55,916	57,582	59,305	61,085	62,922	64,815	66,747	68,754
L-6	56,900	58,624	60,366	62,202	64,058	65,989	67,940	70,004	72,087	74,245
L-7	61,464	63,301	65,213	67,144	69,171	71,254	73,374	75,590	77,862	80,191
LC	37,113	38,495	39,859	41,317	42,832	44,820				

- |                                       |   |                            |
|---------------------------------------|---|----------------------------|
| L-1 - Library Assistant - Circulation | L-4 - Bibliographic Services Librarian  | L-4 - Reference Librarian  |
| L-1 - Library Assistant - Children's  | L-4 - Library Administrative Assistant  | L-5 - Children's Librarian |
| L-2 - Library Associate - Periodicals | L-4 - Computer Specialist/Ref Librarian | L-7 - Assistant Director   |
| L-4 - Assistant Children's Librarian  | L-4 - Head of Circulation               | LC - Custodian             |

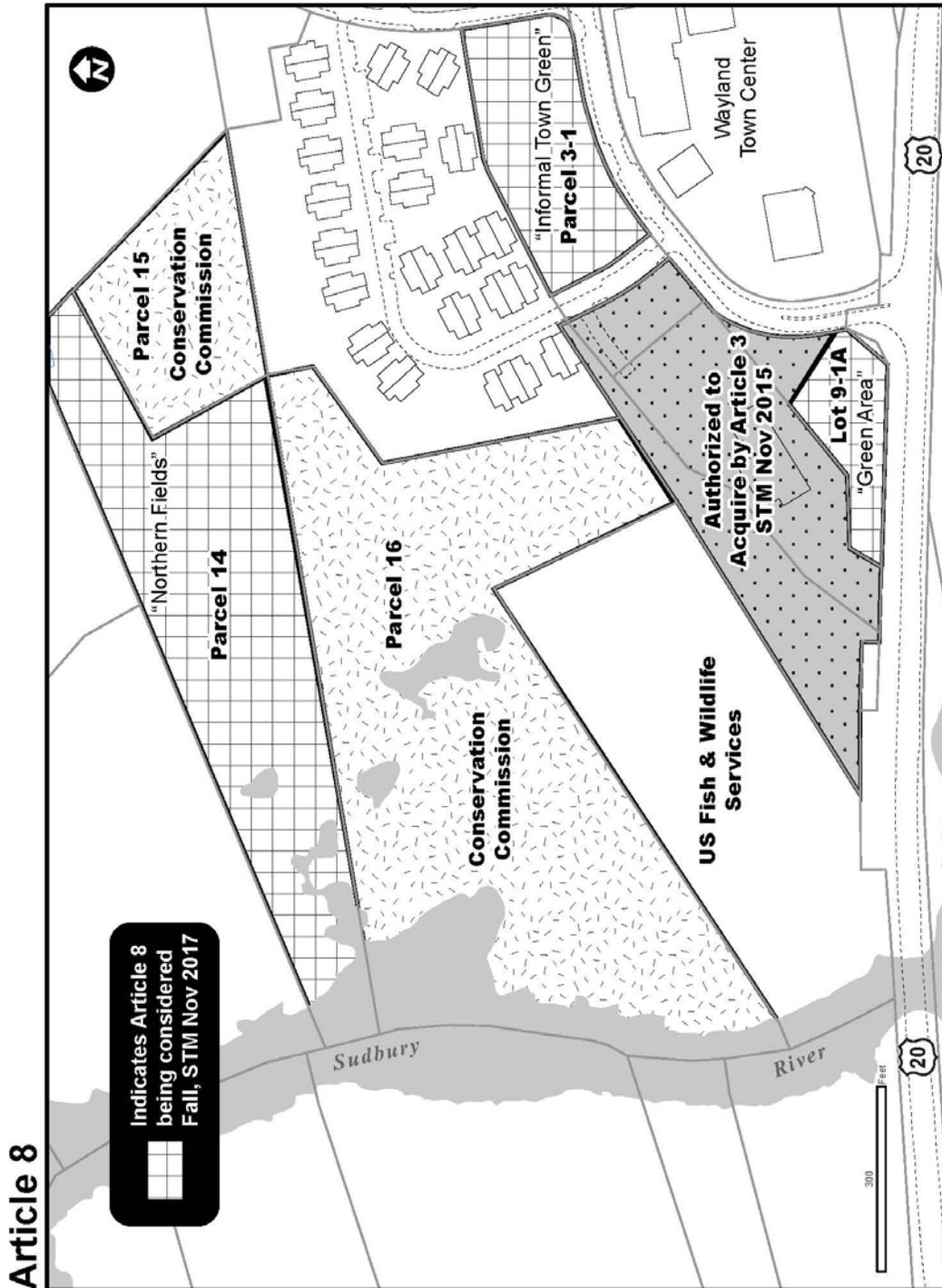
**GROUP: TEAMSTERS - DPW**

Effective: July 1, 2017, 2% increase

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
D1	--	--	--	--	--	--
D2	18.76	19.43	20.13	20.85	21.60	22.81
D3	19.32	20.03	20.74	21.49	22.26	23.55
D4	20.18	20.91	21.66	22.43	23.25	24.61
D5	20.64	21.39	22.18	22.96	23.78	25.32
D6	--	--	--	--	--	--
D7	23.44	24.29	25.15	26.04	26.99	28.59
D8	23.85	24.70	25.59	26.53	27.48	29.12
D9	24.29	25.15	26.04	26.99	27.96	29.62
D10	25.26	26.15	27.08	28.05	29.06	30.79
D11	26.21	27.14	28.11	29.11	30.16	31.96

- |                               |                         |                             |
|-------------------------------|-------------------------|-----------------------------|
| D-2 Maintenance Worker        | D-5 Sr Grounds Worker   | D-8 Maintenance Mech/Welder |
| D-3 Grounds Worker 1          | D-5 Water Worker 1      | D-9 Lead Mech/Welder        |
| D-4 Grounds Worker 2          | D-7 Mechanic/Welder     | D-9 Sr Foreman              |
| D-4 Medium Equipment Operator | D-7 DPW Working Foreman | D-9 Water Worker 3          |
| D-4 Grounds Worker 2          | D-7 Water Worker 2      | D-11 Water Working Foreman  |
| D-5 Heavy Equipment Operator  |                         |                             |

**APPENDIX C: Article 8, Map of Gifts of Land to the Town**



**APPENDIX D: Article 9, High School Athletic Facility Schematics,  
prepared by Weston & Sampson**

This report did not reproduce well in the warrant. It is available at:

[http://www.wayland.ma.us/Pages/WaylandMA\\_Selectmen/STM2017HSAthleticRpt.pdf](http://www.wayland.ma.us/Pages/WaylandMA_Selectmen/STM2017HSAthleticRpt.pdf)

or

<http://bit.ly/2zCNUUp>

Hard copies will be available at Special Town Meeting.

**APPENDIX E: Article 9, Discussion of Turf Fields vs. Grass Fields,  
prepared by the Finance Committee**

The argument for synthetic turf is that it is more durable, permits more hours of use, alleviates over-use of grass fields, requires less maintenance and is more cost effective. The following table, presented by Weston and Sampson, presents the case for the cost-benefits of grass vs. synthetics.

	<u>Grass</u>	<u>Sand based</u>	<u>Synthetic</u>
Initial Construction Cost	\$500,000	\$750,000	\$1,100,000
Annual Maintenance Cost	\$25,000	\$30,000	\$10,000
Replacement Cost after 12 Years	\$85,000	\$85,000	\$450,000
Life-Cycle Cost over 12 Years	\$885,000	\$1,195,000	\$1,670,000
Hours of Recommended use per Year	100 to 200	350 to 600	2,000+
Average Cost per Hour of Use per Year	\$369	\$166	\$69

Other arguments for synthetic turf are:

- Athletic facilities are over utilized. According to the Gale Report: An aggressively maintained and irrigated field that is rested for up to 1/3 of the growing season can theoretically sustain up to 250 team-uses per year and maintain a high quality and safe athletic turf. However, for most municipal fields, which are less well maintained, seldom rested, and often poorly watered, a more realistic level of use is 200 scheduled team uses per year. The attached documentation (See Exhibit below) prepared by the Recreation Department indicates that field usage in Wayland exceeds these recommended usages. Replacement with grass would make the problem more severe.
- Synthetic turf is more weather resistant and requires less intensive maintenance.

The least expensive synthetic turf infill is “crumb” rubber. There are other types of synthetic infills (organic e.g. cork, Sand, recycled athletic shoes, encapsulated rubber, Ethylene Propylene Diene Monomer (EPDM), Thermo plastic elastomer (TPE), or Coated Silica Sand), but these are all more expensive than “crumb”. The cost estimates contained in the article assumes a “crumb” infill. The reluctance to accept the cost benefit advantage of “crumb” rubber stems primarily from newly raised health concerns.

If you research crumb rubber and health risks, you are likely to find a reference to:

- Amy Griffin, associate head coach of women’s soccer at the University of Washington at Seattle. Ms. Griffin was the first to suggest that there might be a connection between synthetic turf and lymphomas occurring to soccer goalies.
- The main health concern relates to the bio accessibility of contaminants in crumb rubber-whether the contaminant is likely to be absorbed into the body. There are studies that indicate that “the total risk of absorption through oral exposure, skin absorption, or inhalation for athletes was insignificant”. Other studies will indicate that the quantity of toxic substances released by synthetic turf does not make it safe for public use.
- Ms. Griffin’s concern is that the way scientists have been testing the safety of artificial turf may not reflect the way soccer players interact with the material. However she has also stated that the biggest problem would be if kids stopped playing and exercising over fear of cancer.

It should be noted that there has not been definitive scientific evidence proving the connection between cancer and “crumb rubber”. The counter argument is that there hasn’t been sufficient time to disprove the connection. A large coordinated Federal agency study, sponsored by the EPA, [Federal Research Action Plan on Recycled Tire Crumb Used on Playing Fields and Playgrounds](http://bit.ly/1YwgRHu) (<http://bit.ly/1YwgRHu>), is currently underway and due in late 2017. There is some hope this study will resolve some of these issues.

Other concerns about synthetic turf include increased heat and potential leaching of infill material which could affect the public water system or wetland resources. Additionally, some studies have shown there is a

potential for greater risk of injury.

**Updated Wayland Rec Usage Statistics Based on Actual Field Reservations from March 15 to November 15, 2017.**  
 (Stats based on approximately 224 days of play: 160 weekdays, and 32 weekends.)

RECTANGULAR FIELDS	2017 WAYLAND REC -- ALL			WAYLAND GROUPS			OUT OF TOWN GROUPS			OUT OF TOWN GROUPS %		
		RESERVATIONS	HOURS		RESERVATIONS	HOURS		RESERVATIONS	HOURS		RESERVATIONS	HOURS
	ALPINE SOCCER	245	742.2	ALPINE SOCCER	245	742.2	ALPINE SOCCER	0	0	ALPINE SOCCER	0%	0%
CLAYPIT (7 fields)	812	5458.5	CLAYPIT	778	5388	CLAYPIT	34	70.5	CLAYPIT	4%	1%	
COCHITUATE*	124	307	COCHITUATE*	124	307	COCHITUATE*	0	0	COCHITUATE*	0%	0%	
MS BACK	361	1038.5	MS BACK	361	1038.5	MS BACK	0	0	MS BACK	0%	0%	
MS FRONT LAX	336	1011	MS FRONT LAX	316	939	MS FRONT LAX	20	72	MS FRONT LAX	6%	8%	
TB SOCCER*	177	635.5	TB SOCCER*	176	630.5	TB SOCCER*	1	5	TB SOCCER*	1%	1%	
BENNETT	387	1509.5	BENNETT	387	1509.5	BENNETT	0	0	BENNETT	0%	0%	
JV FOOT	385	1488.5	JV FOOT	356	1448.5	JV FOOT	29	40	JV FOOT	8%	3%	
WETLANDS	395	1739	WETLANDS	367	1553	WETLANDS	28	186	WETLANDS	8%	12%	
FIELD HOCKEY	255	939	FIELD HOCKEY	255	939	FIELD HOCKEY	0	0	FIELD HOCKEY	0%	0%	

BASEBALL/SOFTBALL FIELDS	2017 WAYLAND REC -- ALL			WAYLAND GROUPS			OUT OF TOWN GROUPS			OUT OF TOWN GROUPS %		
		RESERVATIONS	HOURS		RESERVATIONS	HOURS		RESERVATIONS	HOURS		RESERVATIONS	HOURS
	ART KING	136	573	ART KING	131	564	ART KING	5	9	ART KING	4%	2%
CLAYPIT BB	59	260	CLAYPIT BB	25	100	CLAYPIT BB	34	160	CLAYPIT BB	58%	62%	
COCHITUATE	824	2870	COCHITUATE	402	1343	COCHITUATE	422	1527	COCHITUATE	51%	53%	
HAPPY HOLLOW	82	287	HAPPY HOLLOW	82	287	HAPPY HOLLOW	0	0	HAPPY HOLLOW	0%	0%	
MS BASEBALL	227	769.5	MS BASEBALL	212	738.5	MS BASEBALL	15	31	MS BASEBALL	7%	4%	
MS SOFTBALL	172	497	MS SOFTBALL	142	437	MS SOFTBALL	30	60	MS SOFTBALL	17%	12%	
RIVERVIEW	134	556	RIVERVIEW	130	540	RIVERVIEW	4	16	RIVERVIEW	3%	3%	
WHS JV BASE	341	1011	WHS JV BASE	244	813	WHS JV BASE	97	198	WHS JV BASE	28%	20%	
WHS VAR BASE	357	1245	WHS VAR BASE	237	849	WHS VAR BASE	120	396	WHS VAR BASE	34%	32%	
WHS SOFTBALL	278	1065	WHS SOFTBALL	253	971	WHS SOFTBALL	25	94	WHS SOFTBALL	9%	9%	

TURF	2017 WAYLAND REC -- ALL			WAYLAND GROUPS			OUT OF TOWN GROUPS			OUT OF TOWN GROUPS %		
		RESERVATIONS	HOURS		RESERVATIONS	HOURS		RESERVATIONS	HOURS		RESERVATIONS	HOURS
	TURF	594	3129	TURF	527	2918	TURF	67	211	ART KING	11%	7%

**RED** indicates site that is used beyond the recommended 200 uses by Gale Associates.

[Gale Associates assessed Wayland Town fields usage and provided the Town with a report on July 15, 2010. No new fields have been added since 2010.](#)

Gale Associates recommendation for Wayland fields is roughly 200 hours of team uses per field, the recommendation takes into consideration many factors that effect wear and performance of fields: the type of activity, size, age and ability of the users, the impact of practices versus games, the type of irrigation available, and the amount of time a field has to rest between uses. Currently Wayland fields are not rested for the recommended 30 days during growing seasons due to demand. (Page 6, Section 8.0 Field Demand Conclusions)

**NOTES:**

Cochituate Ball fields, designed for Baseball and Softball are used for Lacrosse and Football  
 TB Soccer field was under renovation in Fall 2017, no reservations.

WHS and WMS Fields are reserved from 8:00am - 6:00pm during school operating hours, the stats here reflect only the usage of WHS Athletics after school dismissal times, not during school days.

WHS Softball is designed for softball and used for Soccer in the Fall.

WHS JV Baseball is designed for baseball and used for Football, Field Hockey, and Lacrosse.

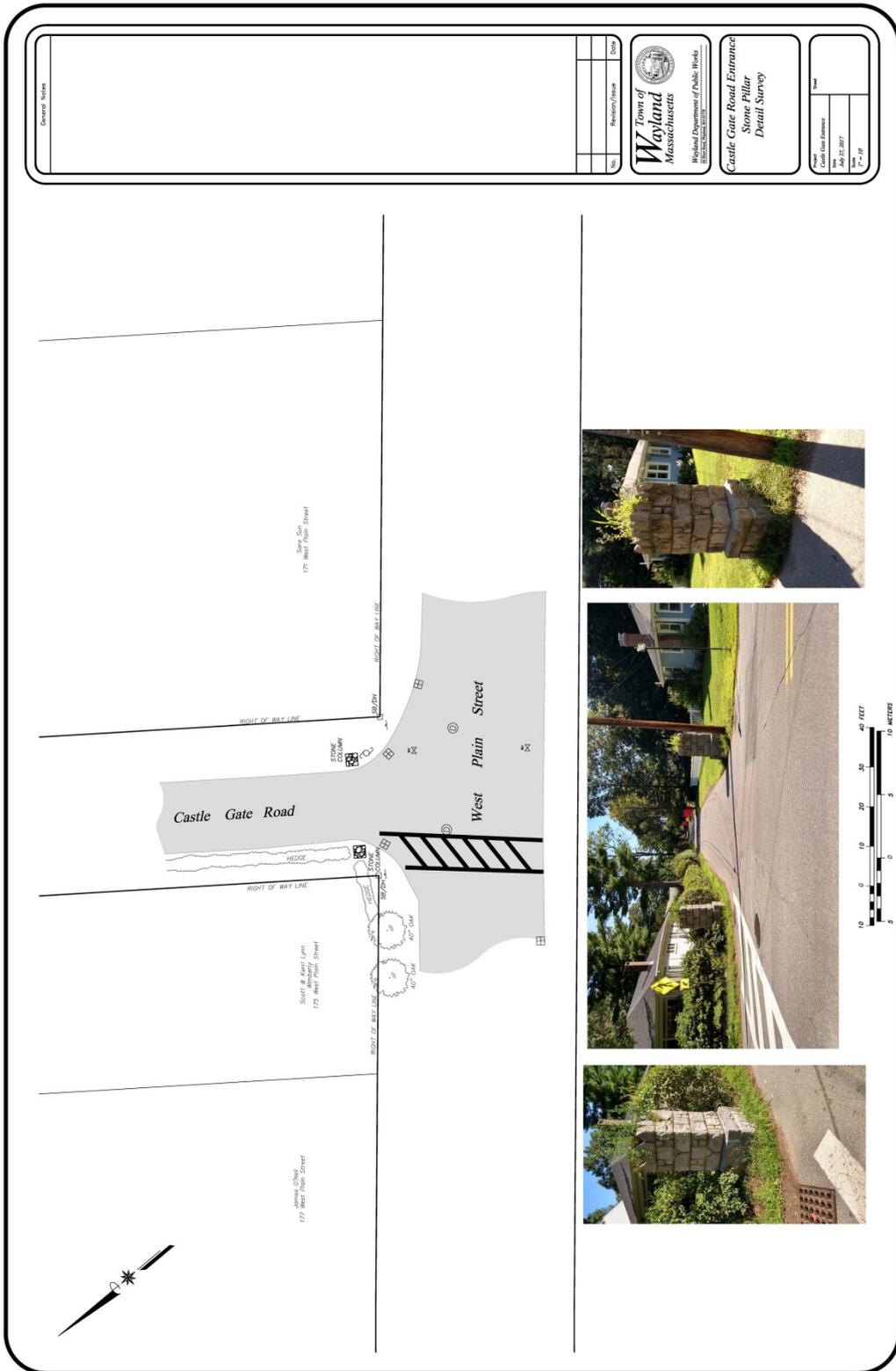
**APPENDIX F: Article 11, Recreation Commission Field Development Master Plan**

This document is too lengthy to print in the warrant.

The Field Development Master Plan is available at:

<http://waylandrec.com/lokerarticle11/>

**APPENDIX G: Article 13, Map showing location of Castle Gate Pillars**



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You are required to serve this Warrant by posting copies thereof, attested by you, at the Town Building, at the Public Library in Wayland Center, at the Cochituate Fire Station or the Cochituate Post Office, and at the Happy Hollow School, and by mailing or delivering a copy thereof addressed to each residence in the Town fourteen (14) days, at least, before the time appointed for the Special Town Meeting.

Hereof, fail not and deliver this Warrant with your return thereon to the Town Clerk on or before October 31, 2017

Given under our hands and seals this 30<sup>th</sup> day of October, 2017.

Lea T. Anderson, Chair  
Cherry C. Karlson, Vice Chair  
Mary M. Antes  
Louis M. Jurist  
Douglas A. Levine

**Selectmen of the Town of Wayland**

David V. Watkins, Chair  
Carol B. Martin, Vice Chair  
Steven Correia  
Jen Gorke  
Klaus Shigley  
William Steinberg  
George Uveges

**Finance Committee**

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