



STEPHEN CRANE  
ACTING TOWN ADMINISTRATOR  
TEL. (508) 358-3620  
www.wayland.ma.us

# TOWN OF WAYLAND

41 COCHITUATE ROAD  
WAYLAND, MASSACHUSETTS 01778

## BOARD OF SELECTMEN

THOMAS J. FAY  
ADAM G. GUTBEZAH  
CHERRY C. KARLSON  
CAROL B. MARTIN  
DAVID V. WATKINS

## Meeting Minutes BOARD OF SELECTMEN Monday, March 7, 2022

7:00 p.m.

### Wayland Town Building: Council on Aging 41 Cochituate Road, Wayland, MA

**Present:** Adam G. Gutbezah, Cherry C. Karlson, Carol B. Martin, David V. Watkins

**Absent:** Thomas J. Fay

**Also Present:** Acting Town Administrator Stephen Crane, Assistant Town Administrator John Bugbee

**A1. Call to Order, Review the Agenda for Public:** At 7:00 p.m., Vice Chair, C. Karlson called to order the meeting of the Board of Selectmen when a quorum was present and reviewed the agenda for the public. C. Karlson noted she would chair the meeting in T. Fay's absence. C. Karlson noted the meeting would be recorded for re-broadcast and the ways in which the public could view and participate. C. Karlson announced each member by full name.

**A2. Announcements and Public Comment:** There were no announcements from the Board.

Bill Sterling, Morse Road, joined the meeting in person and commented on the COA/CC project. B. Sterling distributed a letter that was written with regards to the Permanent Municipal Building Committee (PMBC) and the design process. B. Sterling informed the Board that the architect would provide a cost estimate.

Mary Farley, Cochituate Road, joined the meeting in person to express concern about the recently proposed development at 297 Boston Post Road and instead preferred the Town proceed with the Route 20 Master Plan development.

Alexia Obar, Dean Road, joined the meeting in person to comment on the website forms to contact board members, the Human Resource Manager vacancy, and to advocate for better Information Technology services after receiving a phishing email.

**A3. Acting Town Administrator update a. COA/CC b. Mill Creek next steps c. Earthwell update:**

**A3.a. Council on Aging/ Community Center (COA/CC):** S. Crane reported that the design firm was working on using the existing floor plan and cost estimates to develop a multi-use community center to present to the PMBC on March 9, 2022. The workgroup is working on holding a community forum to update the current plan and budget ahead of Annual Town Meeting (ATM).

At 7:16 p.m., A. Gutbezah joined the meeting in person.

**A3.b. Mill Creek Residential next steps:** S. Crane reported receipt of a lot of concerns from residents and staff in response to the Mill Creek Residential proposal. S. Crane reported that the Town would have to wait to see the Mill Creek Residential proposal and would hope that Mill Creek Residential would put together a responsible site plan that met Zoning requirements and addressed the concerns.

**A3.c. Earthwell update:** At 7:21 p.m., D. Watkins recused himself from the update. S. Crane reported that the Planning Board received an application for a medical marijuana dispensary from Earthwell in February 2022. S. Crane reported that the Board would need to work with Town Counsel on a Host Community Agreement. C. Karlson noted that the Economic Development Committee would discuss the topic as well.

At 7:28 p.m., D. Watkins returned to the meeting. S. Crane also reported that Treasurer Collector, M. O'Connor had resigned to move to another municipality.

**A4. FY2023 Budget: Discussion and potential vote to recommend the revised Town and Unclassified FY2023 Budgets:** D. Watkins recommended the Board be concerned about the reduction in the levy over the next five years, and suggested a public forum to garner public feedback on the budget. A. Gutbezahl and C. Karlson agreed that public input was a beneficial thing, but that it needed to occur in the preparation stages and with the Finance Committee. The Board discussed the need to balance the priorities with the costs of services the Town provides. C. Martin requested updated information from the Finance Committee on the unused levy, and that the Board should seek input from the Assessor's on the Rivers Edge revenue. There was a discussion about the funds for Oxbow field project.

**A5. 2022 Annual Town Meeting a. Discuss and Potential Vote to Insert and take a Position on Warrant Articles; refer to the list of articles in the Board's packet. b. Review ATM calendar for next steps c. Review Articles for potential Abbreviated Presentation Procedure d. Discuss potential order of articles** [Articles marked with an \* are proposed to be presented under the Abbreviated Presentation Procedure]

**A5.a. Discuss and Potential Vote to Insert and take a Position on Warrant Articles; refer to the list of articles in the Board's packet.** The Board reviewed the Warrant Article List in the Board's packet. A. Gutbezahl noted additional bills were added to Article B. Pay Previous Fiscal Years Unpaid Bills. The Board discussed that it was still waiting for information from the Finance Director on Article D. OPEB Funding. There was a discussion about listing each fund and its contributions to OPEB in the warrant.

D. Watkins moved, seconded by A. Gutbezahl, to insert and support Article D. OPEB Funding as amended into the 2022 Annual Town Meeting Warrant. Roll Call Vote: YEA: A. Gutbezahl, C. Karlson, C. Martin, D. Watkins. NAY: None. ABSENT: T. Fay. ABSTAIN: None. Adopted 4-0.

D. Watkins moved, seconded by A. Gutbezahl, to insert and support Article E. Enterprise Fund Budget. In discussion, the Board expressed the need for the Finance Committee to provide more commentary in the write up. Roll Call Vote: YEA: A. Gutbezahl, C. Karlson, C. Martin, D. Watkins. NAY: None. ABSENT: T. Fay. ABSTAIN: None. Adopted 4-0.

D. Watkins provided some background that Town Meeting previously voted to approve Article K. New Stonebridge Resolution Expenditure of Funds and there was now an intent to better inform voters that the bridge that connects Framingham and Wayland is primarily located in Framingham. D. Watkins suggested the Board defer its vote until ATM. The Board discussed the need to clarify the intent of the vote and to consult with Town Counsel.

D. Watkins updated the Board on Article O. Loker Grass Field Construction and that the PMBC would review the project on March 9, 2022.

D. Watkins advocated for Article EE. Capital Improvement Planning Committee and the need for a tool to provide detailed analysis to help the Board to make more informed decisions. He reviewed a flow-chart that was included in the packet. A. Gutbezahl recommended the Board wait until after the Town Manager Act was in place to establish a committee. C. Karlson noted there was need for clear delineation between the proposed Committee, the Finance Committee and the PMBC. S. Crane noted that the Town Manager Act would place the responsibility of the capital plan with the Town Manager.

D. Watkins informed the Board that the Capital Improvement Planning Committee complimented the Town Manager Act and that there was no redundancy or overlap between the role of the Town Manager, the Finance Committee or the Finance Director. He further clarified by requesting that the Board recognize that projects were not being properly vetted and that the Capital Improvement Planning Committee can play a planning role similar to the PMBC for projects that have yet to be funded. He concluded by explaining that the composition of the committee was to be 5 residents.

D. Watkins moved, seconded by C. Martin, to insert Article EE. Capital Improvement Committee. Roll Call Vote: YEA: C. Martin, D. Watkins. NAY: A. Gutbezahl, C. Karlson. ABSENT: T. Fay. ABSTAIN: None. Motion failed 2-2.

At 9:00 p.m., A. Gutbezahl left the meeting for two minutes.

C. Karlson moved, seconded by D. Watkins, to defer its recommendation on Article II. Launcher Way Acquisition until 2022 Annual Town Meeting. Roll Call Vote: YEA: A. Gutbezahl, C. Karlson, C. Martin, D. Watkins. NAY: None. ABSENT: T. Fay. ABSTAIN: None. Adopted 4-0.

D. Watkins moved, seconded by A. Gutbezahl, to insert Article KK. Wayland Free Library. Roll Call Vote: YEA: None. NAY: A. Gutbezahl, C. Karlson, C. Martin, D. Watkins. ABSENT: T. Fay. ABSTAIN: None. Motion failed 0-4.

There was a discussion regarding Article. LL Appointment of Finance Committee, the Board opted to wait to hear back from the Moderator before taking action. The Board opted to take no action on Article NN. Rescind Appropriation for Framingham Bridge.

**A5.b. Review ATM calendar for next steps**

**A5.c. Review Articles for potential Abbreviated Presentation Procedure:** The Board opted to review this topic on March 21.

**A5.d. Discuss potential order of articles:** The Board opted to review this topic on March 21.

**A6. Consent: Review and Vote to Approve:**

1. Vote the question of designating and approving signing authority to Stephen Crane, Acting Town Administrator on items listed below.
2. Vote the question of approving and signing the weekly payroll and expense warrants.
3. Vote the question of approving Weston, MA TIP ID #608940.
4. Vote the question of which public places, within the Town, the new re-printing map shall be posted.
5. Vote the question of approving the xfinity Cable Television Renewal License.

A. Gutbezahl moved, seconded by D. Watkins, to approve the Consent Calendar, as enumerated as #1 through #4 on the Consent Calendar. Roll Call Vote: YEA: A. Gutbezahl, C. Karlson, C. Martin, D. Watkins. NAY: None. ABSENT: T. Fay. ABSTAIN: None. Adopted 4-0.

**A7. Correspondence:** A. Gutbezahl reported that he received correspondence with respect to a proposal to develop 297 Boston Post Road. A. Gutbezahl respectfully disagreed with the characterization that people who rent in the town of Wayland are not as invested as homeowners. A. Gutbezahl also cautioned residents to not refer to a building where people would live as a monster.

**A8. Minutes: Review and vote to approve the minutes of February 16, 2022, February 23, 2022 and February 28, 2022:** No action was taken on the meeting minutes of February 16, 2022, February 23, 2022 and February 28, 2022. There was a discussion about the deadline to approve minutes.

**A9. Selectmen's Reports and Concerns:** A. Gutbezahl reported there would be a Music Festival held on Saturday, May 21, 2022. There was a discussion about posting email addresses on the website. C. Karlson noted that the Moderator is going to allow a presentation of the Gossels Award right before the budget discussion during Town Meeting. C. Karlson reported receipt of an Open Meeting Law complaint.

**A10. Topics Not Reasonably Anticipated by the Chair 48 Hours In Advance, If Any:** There was none.

**A11. Adjourn:** At 9:45 p.m., C. Martin moved, seconded by D. Watkins, that the Board adjourn the meeting. Roll Call Vote: YEA: A. Gutbezahl, C. Karlson, C. Martin, D. Watkins. NAY: None. ABSENT: T. Fay. ABSTAIN: None. Adopted 4-0.

**Items included in the packet and updated during the Board of Selectmen Meeting of March 3, 2022:**

1. Agenda for meeting of the Board of Selectmen, March 3, 2022 7:00 p.m.
2. Letter: From: Fay, Thomas Sent: Friday, March 4, 2022 10:30 AM To: Steinberg, William Cc: Crane, Stephen Subject: Budget

3. Slideshow: Fiscal Year 2023 Omnibus Budget Proposed Operating & Capital Budgets, Finance Committee Presentation to the Board of Selectmen on March 3, 2022.
4. Draft: Article List 2022 Annual Town Meeting, revised March 4, 2022
5. 2022 Annual Town Election/Annual Town Meeting Schedule, revised November 29, 2021
6. Draft: Article B. Pay Previous Fiscal Years Unpaid Bills
7. Draft: Article D. OPEB Funding
8. Draft: Article E. Enterprise Fund Budget
9. Draft: Article K. New Stonebridge Resolution Expenditure of Funds with attachments
10. Draft: Article O. Loker Grass Field Construction
11. Draft: Article CC. Capital Stabilization Funding
12. Draft: Article EE. Establishment of a Capital Improvement Planning Committee with flow chart attached
13. Draft: Article II. Launcher Way Acquisition
14. Warrant Article Request Form: Appointment of the Finance Committee, dated 11/30/2021
15. Warrant Article Request Form: Appointment of the Finance Committee, dated 11/30/2021
16. Draft: Article LL. Appointment of Finance Committee
17. Draft: Article NN. Rescind Appropriation for Framingham Bridge, with attachments

**Supplemental Packet:**

18. Draft Proposed ATM 2022 Article Order, for Discussion Only, dated 7-Mar-22
19. Open Meeting Law Complaint and Complaint Form, submitted by G. Harris dated March 4, 2022 with exhibits.
20. Letter: From: Ludwig, Anna Sent: Friday, February 11, 2022 9:09 AM To: Fay, Thomas Cc: Crane, Stephen Subject: Reprecincting with Precinct Maps

**Items Distributed For Information and Use By the Board during the Meeting of March 3, 2022  
Otherwise Not Included In The Packet (Handouts):**

1. Draft: Article KK. Wayland Free Library

**Correspondence:**

1. Correspondence from William Hayes of Eversource Energy to Board of Selectmen dated February 28, 2022 re: selectively applying herbicides in 2022.
2. Correspondence from Mike Lowery to Board of Selectmen dated February 28, 2022 re: Article R and Town Meeting.
3. Correspondence from Anette Lewis to Board of Selectmen dated February 28, 2022 re: the Mill Creek Residential Representatives 2.28.2022 presentation.
4. Correspondence from Tom O'Herlihy (with two attachments) to Board of Selectmen dated February 28, 2022 re: 212 Cochituate Rd.
5. Correspondence from Gary Slep to Board Selectmen dated March 1, 2022 re: 212 Cochituate Rd.
6. Correspondence from Mike Lowery to Board of Selectmen dated March 2, 2022 re: PMBC vetting.
7. Correspondence from Carol H. Cunningham to Board Selectmen dated February 28, 2022 re: Route 20 Project.
8. Correspondence from KP Law to Board Selectmen dated March 1, 2022 re: Response to Complaint of George Harris, dated February 2, 2022.
9. Correspondence from Tom O'Herlihy (with one attachment) to Board of Selectmen dated March 2, 2022 re: the FY 2023 operating budget.
10. Correspondence from Jane Lane to Board Selectmen dated March 3, 2022 re: the Mill Creek Residential Project.
11. Correspondence from Elizabeth Russell-Skehan and Tim Skehan to Board of Selectmen dated March 3, 2022 re: housing developmental proposal.