

**Supplemental  
Packet  
April 26  
2021**



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

# TOWN OF WAYLAND

41 COCHITUATE ROAD  
WAYLAND, MASSACHUSETTS 01778

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

## **DRAFT Meeting Minutes** **BOARD OF SELECTMEN**

**Thursday, April 15, 2021**

**1:00 p.m.**

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

**Note: In compliance with the March 12, 2020 Massachusetts Office of the Governor's Order Suspending Certain Provisions of the Open Meeting Law M.G.L. Chapter 30A, Section 20, this meeting of the Board of Selectmen was live streamed on local broadcast on the WayCAM Government Channel and open to the public to view and participate via Zoom. No in-person attendance of members of the public was permitted. Public Comment was available by both telephone and Zoom during the designated time.**

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

**Also Present:** Assistant Town Administrator John Bugbee, Finance Director Brian Keveny, Management Analyst Seath Crandall

**A1. Call to Order by Chair, Review the Agenda for the Public** At 1:00 p.m., C. Karlson called the meeting of the Board of Selectmen to order when a quorum was present and reviewed the agenda. C. Karlson announced that the meeting would be broadcast and recorded by WayCAM in compliance with revised Open Meeting Law requirements and announced by full name each Board member who was present. C. Karlson announced that no in person attendance by members of the public would be permitted, provided a phone number for the public to call to offer comments, and reviewed the procedure to participate via Zoom.

**A2. Announcements and Public Comment** M. Antes announced two virtual events hosted by the League of Women Voters: Candidates Night to be held on April 29 at 7:00 p.m. and an Annual Town Meeting Issues Forum to be held on May 6. M. Antes noted that residents can submit questions in advance to [info@lwwwayland.org](mailto:info@lwwwayland.org).

Carole Plumb, Bald Rock Road, joined by telephone and asked the Board about the funding source for the Weston & Sampson contract. C. Plumb requested that the ZBA draft site plan approval for the Loker Turf Project be shared publicly ahead of the next ZBA hearing. C. Plumb asked that the Board share information publicly regarding the future of school bus parking in Wayland.

Tom Sciacca, Rolling Lane, joined by teleconference and expressed concern about high temperatures at the 2021 Annual Town Meeting, which is scheduled outdoors on artificial turf, mid-day in May.

Lina Russo, Trout Brook Road, joined by teleconference representing the Trustees of the 89 Oxbow Condominiums, and requested more information on the process of how the Town would address the paving of the access road and the parking lot screening at the Oxbow Meadows Field. L. Russo noted that the Trustees had requested a study to be conducted by Hancock Associates, expressed dissatisfaction with Hancock Associates assessment of the drainage, and requested the scope of work (response still pending). L. Russo noted that the field study was done when there was snow on the ground and also noted the ways in which the agreement between the Trustees and the Town would need to be amended.

**A3. Enter into Executive Session I. Pursuant to Massachusetts General Laws, Chapter 30A, Section 21 (a) (3) to discuss strategy with respect to collective bargaining with Wayland DPW Association; Teamsters Local 170 II. Pursuant to Massachusetts General Laws, Chapter 30A, Section 21 (a) (2), (3), and (6), to review and approve the executive session minutes of April 5, 2021. Approve and Hold: Executive Session minutes of April 5, 2021; and III. Pursuant to Massachusetts General Laws Chapter 30A, Section 21, (a) (2) to conduct a strategy session in preparation for contract negotiations with nonunion personnel (Town Administrator)**

At 1:15 p.m., Chair C. Karlson moved, seconded by M. Antes, that the Board of Selectmen enter into Executive Session pursuant to Massachusetts General Laws, Chapter 30A, Section 21 (a) (3) to discuss strategy with respect to collective bargaining with Wayland DPW Association; Teamsters Local 170; pursuant to Massachusetts General Laws, Chapter 30A, Section 21 (a) (2), (3), and (6), to review and approve the executive session minutes of April 5, 2021 with the intent to approve and hold said minutes; and pursuant to Massachusetts General Laws Chapter 30A, Section 21, (a) (2) to conduct a strategy session in preparation for contract negotiations with non-union personnel, Town Administrator.

C. Karlson declared that a public discussion of these matters may have a detrimental effect on the litigating, negotiating, or bargaining position of the Town. Roll Call Vote: YEA: L. Anderson, M. Antes, T. Fay, C. Karlson, D. Watkins. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

C. Karlson invited attendance by Assistant Town Administrator John Bugbee, Human Resource Manager Kathleen Buckley and Management Analyst Seath Crandall. C. Karlson announced that the Board would return from executive session in approximately thirty minutes.

At 2:22 p.m., the Board resumed the meeting in open session.

**A4. Bond Anticipatory Note (BAN) related to River's Edge: review and vote to sign BAN** Finance Director, Brian Keveny, joined the meeting to review the intent to rollover the BAN, and he reported that Newburyport Bank had the lowest bid with a rate of 0.59%.

T. Fay moved, seconded by D. Watkins, that the Board of Selectmen support and authorize the loan as presented in the packet for the River's Edge asbestos removal Bond Anticipation Note, date of issue April 23, 2021. Roll Call Vote: YEA: L. Anderson, M. Antes, T. Fay, C. Karlson, D. Watkins. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

**A5. Wayland DPW Association; Teamsters Local 170: Vote to approve and sign contract effective July 1, 2020 to June 30, 2023** C. Karlson noted that the Board had discussed and voted the contract in executive session. A public session vote is also required. M. Antes moved, seconded by L. Anderson, that the Board of Selectmen approve and sign Wayland DPW Association; Teamsters Local 170 collective bargaining contract effective July 1, 2020 to June 30, 2023. Roll Call Vote: YEA: L. Anderson, M. Antes, T. Fay, C. Karlson, D. Watkins. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

**A6. Per- and Polyfluoroalkyl substances (PFAS): Vote to appoint a member of the Board of Selectmen to the PFAS working group** C. Karlson reported that there was a memorandum in the packet outlining the Town's short and long term options.

T. Fay volunteered to be on the working group representing the Board. L. Anderson moved, seconded by M. Antes, that the Board of Selectmen vote to appoint T. Fay to be a member of the PFAS working group. Roll Call Vote: YEA: L. Anderson, M. Antes, T. Fay, C. Karlson, D. Watkins. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

**A7. Oxbow Meadow Field: Discuss and vote property control transfer of the field for Town use** J. Bugbee provided the Board with an overview for the intent of the MOU in the packet, which is to allow the Recreation Department to begin using the playing field, while still allowing the contractor to retain custody of the irrigation system until it can be tested and turned over to the Town. J. Bugbee noted that there are other issues that are outstanding that will require negotiation for the purposes of closing out the contract, permits, and the project. The MOU would not relieve the contractor of any outstanding issues. J. Bugbee also noted that the project had been delayed due to vandalism, the pandemic, and ongoing settlement issues with the neighbors.

T. Fay moved, seconded by L. Anderson, that the Board of Selectmen support and approve the Memorandum of Understanding (MOU) between the Town of Wayland and SumCo Eco Contracting, LLC, dated April 7, 2021, as presented in the packet. Roll Call Vote: YEA: L. Anderson, M. Antes, T. Fay, C. Karlson, D. Watkins. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

**A8. Minutes –March 29, 2021 and April 5, 2021; review and vote to approve** L. Anderson moved, seconded by M. Antes, that the Board of Selectmen approve the minutes of March 29, 2021, as amended. No action was taken on the minutes of April 5, 2021. Roll Call Vote: YEA: L. Anderson, M. Antes, T. Fay, C. Karlson, D. Watkins. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

**A9. Consent: review and vote to approve.**

1. **Vote the question of designating and approving signing authority to Louise Miller, 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 expenditure of \$644.84 from the Wayland COVID-19 Relief Fund.**
4. **Vote the question of accepting with thanks seven (7) donations in the amount of \$1,250.00 to the Wayland COVID-19 Relief Fund.**
5. **Vote the question of accepting with thanks one (1) donation in the amount of \$200.00 to the Testing for COVID-19 in the Wayland Schools Fund.**
6. **Vote the question of approving and signing the Technical Amendment with PARE Corporation for dam related services at the Snake Brook Dam.**
7. **Vote the question of approving and signing agreement with BSC Group for Ecological Services relative to collection of data for Official Certification of Vernal Pools.**
8. **Vote the question of approving and signing agreement with GovHR USA for Consulting services related to the review Job Classifications and Compensations.**
9. **Vote the question of approving and signing agreement with Weston and Sampson for contract and bid assistance related to Loker Turf Field Project.**
10. **Vote the question of approving and signing agreement with Kleinfelder Northeast Inc. for Engineering Services related to MWRA Water Supply Analysis.**
11. **Vote the question of approving and signing agreement with Clean Harbors Environmental Services Inc. for services related to the Household Hazardous Waste Collection.**
12. **Vote the question of accepting and signing the Shared Streets Grant agreement with BOS Retail 1 LLC.**

C. Karlson noted that item #10 was pending review and would be removed from the Consent Calendar. M. Antes moved, seconded by L. Anderson, to approve the Consent Calendar, deleting item #10. In discussion, C. Karlson noted item #9 was funded by the Recreation Department Field Revolving Fund in response to the earlier public comment. Roll Call Vote: YEA: L. Anderson, M. Antes, T. Fay, C. Karlson, D. Watkins. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

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

**A11. Adjourn.** At 2:47 p.m., L. Anderson moved, seconded by D. Watkins, to adjourn the meeting. Roll Call Vote: YEA: L. Anderson, M. Antes, T. Fay, C. Karlson, D. Watkins. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

**Items Distributed for Information and Use by Board of Selectmen during the Meeting of April 15, 2021 otherwise not in Packet**

1. There were none.

**Items included in the Agenda Packet during the Board of Selectmen Meeting of April 15, 2021**

1. Memorandum from Town Treasurer to Board of Selectmen dated April 15, 2021 re: River's Edge Bond Anticipatory Note (BAN)
2. Documents pertaining to the Bond Anticipatory Note
3. Memorandum from HR Manager to Town Administrator and Board of Selectmen dated April 13, 2021 re: Errata ATM 2021 to Teamsters Salary Table
4. Memorandum from Town Administrator to Board of Selectmen dated April 13, 2021 re: MassDEP Notice of Non-Compliance Receipt in regard to PFAS and next steps for the Town.
5. Memorandum of Findings from Hancock Associates to Assistant Town Administrator dated March 22, 2021 re: Oxbow Meadows Driveway Slopes findings
6. Memorandum of Understanding between Town of Wayland and SumCo ECO Contracting LLC for transfer control of the field at 89 Oxbow Road
7. Draft Board of Selectmen Minutes, March 29, 2021

**CORRESPONDENCE** There was none.

# Wayland Energy and Climate Committee

Update to Board of Selectmen and 3 Year Plan

April 2021

# Past Success and Future Plans

- Substantial success in past decade, securing funding for municipal projects and reducing municipal fossil fuel use and energy costs
- To achieve our 3-5 year goals and enhance Wayland's ability to secure future climate and resiliency funds, **it is time to hire a full time Sustainability Director and develop our Climate Action Plan**

# Secured Substantial Funds and Energy Savings for the Town

## **Brought in Over \$8M in Grants or Leveraged Funds**

- Over \$1M in grants
- Leveraged over \$4.5M in private sector funds to construct 4 solar projects (Town Building, Middle & High Schools, DPW building)
- Leveraged \$2.4M for private sector ESCO that funded over 30 capital projects
- Loker Solar will likely leverage over \$1M in capital costs

## **Generated Significant Municipal Energy and Cost Savings**

- Solar projects generate over \$150K in savings and tax payments annually
- Other projects (ESCO, LED streetlight conversion, and energy efficiency) estimated to save over \$250K annually
- Future Loker solar projects are estimated to result in over \$750K of energy savings and property tax revenue over 20 years

**Many thanks to Ben Keefe, Facilities Director for all his work on these projects.**

# But We've Let Other Opportunities Go By

- Grant opportunities not pursued
  - At least 17 identified, including
    - State: Green Communities, Municipal Vulnerability Action Grant, EVIP -EV charging, resiliency planning
    - Utilities: EV charging, municipal engagement
    - MAPC: TAP – Technical Assistance Program (we passed on a joint application with Wellesley for community engagement in creating a climate action plan), others
  - The grants we did not pursue ranged from \$70,000 to \$2.5M+

**With the new state climate legislation and bold federal commitments on climate, we anticipate even more substantial funding becoming available. We need to be shovel ready with our ideas.**



## E&CC Led Policy and Programs

Town Meeting Resolution: Minimize Carbon Based Emissions

Supported 2 Solarize Campaigns; over 200 homes have solar systems

Technical assistance to Rivers Edge boosting use of solar and EVs

Community Solar Program introduced to Wayland Housing Authority: 15-20 residents have lower energy bills and support solar

# Looking Forward Our Strategic Goals (3-5 years)

## Reduce Community-Wide Emissions

- Municipal operations, examples below.
  - Solar on all new roofs, if feasible
  - Continued energy efficiency
  - Decarbonize our heating/cooling, more electricity & less gas
  - EV charging and vehicles
- Residential – the bulk of our emissions
- Business

## Become More Resilient to Changing Climate

- Flood prevention
- Heat stress – support cooling strategies
- Resiliency networks – a community fabric

## Position Wayland as a Forward Looking Community

- Visible and equitable climate initiatives
- Transportation innovations
- School/curriculum collaborations
- Lead by example

# Two Key Strategies to Achieve Our Goals

- Hire Sustainability Director who can:
  - Write grant applications; we anticipate many new opportunities
  - Oversee projects in the pipeline, including: Loker Solar, HVAC efforts,
  - Explore and develop new projects:
    - Municipal: microgrids, batteries for existing systems, community solar, EV charging
    - Support residential efforts: Community Choice Aggregation of Electricity, promote EVs and decarbonized home energy options, engage in regional efforts to ease adoption
  - Engage with and coordinate across municipal departments
  - Track emissions relative to our goals
- Prepare Climate Action Plan engaging municipal staff/departments, residents, and local business

# Many Peer Towns Have Sustainability Directors

- At least 35 towns in MA fund sustainability positions
- Peer towns include: Acton, Ashland, Carlisle, Concord, Lincoln, Natick, Sherborn, Weston, Framingham, Wellesley
- Sustainability Directors/Managers report to Facilities, Town Manager, or Planning
- Salary range \$60,000 - \$80,000
- We anticipate this position will generate funds in excess of their salary over a 3-year period. Natick lowered tax burden by \$200,000 in 2017 due to their sustainability coordinator.