

PACKET

**January 22
2019**



LOUISE L. E. MILLER
TOWN ADMINISTRATOR
TEL. (508) 358-7755
www.wayland.ma.us

TOWN OF WAYLAND

41 COCHITUATE ROAD
WAYLAND, MASSACHUSETTS 01778

BOARD OF SELECTMEN

LEA T. ANDERSON
MARY M. ANTES
LOUIS M. JURIST
CHERRY C. KARLSON
DOUGLAS A. LEVINE

BOARD OF SELECTMEN

Tuesday, January 22, 2019

7:00 p.m.

**Wayland Public Safety Building
38 Cochituate Road, Wayland, MA**

Proposed Agenda

- 7:00 pm 1. Call to order by Chair
- Review of agenda for the public
- 7:02 pm 2. Announcements and public comment
- 7:06 pm 3. Consent Calendar: Review and vote to approve (see separate sheet)
- 7:10 pm 4. Board Retreat: Develop the goals of the Board for the next year to year and a half
- 9:10 pm 5. Selectmen's reports and concerns
- 9:15 pm 6. Topics not reasonably anticipated by the Chair 48 hours in advance of the meeting, if any
- 9:20 pm 7. Adjourn



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

TOWN OF WAYLAND

41 COCHITUATE ROAD
WAYLAND, MASSACHUSETTS 01778

4.) Questions for
discussion at
Board Retreat

BOARD OF SELECTMEN

LEA T. ANDERSON
MARY M. ANTES
LOUIS M. JURIST
CHERRY C. KARLSON
DOUGLAS A. LEVINE

January 14, 2019

Dear Selectmen:

In preparation for your retreat next Tuesday January 22, 2019, I have prepared some questions that will help direct your discussion. The purpose of the retreat is to develop the goals of the Board for the next year to year and a half. These goals will be used to provide objectives, priorities, budgets, and policies for the various Town departments. I ask that you respond to me individually. I will synthesize your responses and present them to you on the 22nd.

What is the difference between leadership and management? In what respects do you view your role as Selectmen to be leaders and/or managers?

If someone were to ask you what defines Wayland, how would you answer?

Please think back over the past 2 years, what are 2 accomplishments of the Board of Selectmen. Please describe these accomplishments and why they were important to you. If these were achieved in conjunction with other Boards, how were the other Boards involved?

Please think back over the past 2 years, what are 2 failures of the Board of Selectmen. Please describe why you think these failures occurred.

What are 3 goals that you would like to accomplish as a Selectman over the next year to year and a half? How do you propose that these goals will be accomplished? Will these goals require that other Boards participate? What will happen if these goals are not realized?

Please let me know if you have any questions. I look forward to working with you next week.

Louise L.E. Miller

PUBLIC DOCUMENTS PROVIDED TO THE BOARD OF SELECTMEN FROM JANUARY 11, 2019 THROUGH AND INCLUDING JANUARY 17, 2019 OTHERWISE NOT LISTED AND INCLUDED IN THE CORRESPONDENCE PACKET FOR JANUARY 22, 2019

Items distributed to the Board of Selectmen – January 11, 2018 – January 17, 2019
(none)

Items Distributed for Information and Use by the Board of Selectmen at the Meeting of January 14, 2019

1. Drafts of Board of Selectmen sponsored articles: Recognize Citizens and Employees for Particular Service to the Town; Pay Previous Fiscal Years Unpaid Bills; Current Year Transfers; OPEB Funding; Personnel Bylaws and Wage & Classification Plan; Compensation for the Town Clerk; Fiscal Year 2020 Revolving Fund Expenditure Limits; Choose Town Officers; Hear Reports; Sell or Trade Vehicles and Equipment; Rescind Authorized But Unissued Debt
2. Draft of Public Records Request/FOIA Timesheet
3. National Grid "How to Know if You Have a Gas Leak" postcard (for C. Karlson)
4. Correspondence from Louise Miller, Town Administrator, to the Board of Selectmen, dated January 14, 2019, re: questions in preparation for discussion at the January 22, 2019 Board of Selectmen Retreat
5. Draft of Board of Selectmen sponsored article: Provide Funds for a Study of the Long-term Viability of the Current Town Building vs. Its Use for Other Purposes (as part of agenda item #12)

Items Distributed for Information and Use by the Board of Selectmen at the Meeting of January 7, 2019

1. OPEB Summary June 30, 2018

Items included as part of the Agenda Packet for discussion during the January 22, 2019

1. Correspondence from Louise Miller, Town Administrator, to the Board of Selectmen, dated January 14, 2019, re: questions in preparation for discussion at the January 22, 2019 Board of Selectmen Retreat

BOARD OF SELECTMEN
Tuesday, January 22, 2019
7:00 p.m.
Wayland Public Safety Building
38 Cochituate Road, Wayland, MA

CONSENT CALENDAR

1. Vote the question of approving and signing the weekly payroll and expense warrants
2. Vote the question of approving the placement of four (4) temporary sandwich boards to be placed at Fire Station Two in Cochituate; Old Connecticut Path and Cochituate Road (Five Paths); Route 20/Old Connecticut Path by the Coach Grill; and Town Center (corner of Routes 20 and 27) from January 23, 2019 – January 29, 2019 to promote the Annual Summer Camp Fair
3. Vote the question of approving the invoice from Valerio, Dominello & Hillman, LLC, Invoice. No. 7, dated October 2, 2018, in the amount of \$50.50, for legal services rendered through September 30, 2018
4. Vote the question of approving the invoice from Valerio, Dominello & Hillman, LLC, Invoice. No. 11, dated January 7, 2019, in the amount of \$582.50, for legal services rendered through December 31, 2018



Valerio
Dominello &
Hillman, LLC

One University Avenue
Suite 300B
Westwood, MA 02090

T: 617.862.2005
F: 617.862.2025
W: VDHBoston.com

RECEIVED

JAN 14 2019

Board of Selectmen
Town of Wayland

January 7, 2019

Town of Wayland
ATTN: Louise Miller
41 Cochituate Road
Wayland, MA 01778

BREAKDOWN OF LEGAL SERVICES RENDERED THROUGH 12/31/18

	<u>Hours</u>	<u>Total</u>
Invoice Number 11	5.50	\$582.50
TOTAL FEES		\$582.50
TOTAL DUE		<u>\$582.50</u>

END

1003.00



**Valerio
Dominello &
Hillman, LLC**

One University Avenue
Suite 300B
Westwood, MA 02090

T: 617.862.2005
F: 617.862.2025
W: VDHBoston.com

Invoice #7

October 2, 2018

Town of Wayland
ATTN: Louise Miller
41 Cochituate Road
Wayland, MA 01778

BREAKDOWN OF LEGAL SERVICES RENDERED THROUGH 9/30/18

	<u>Hours</u>	<u>Total</u>
TOTAL EXPENSES		\$50.50