

**PACKET**

**July 15**

**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  
THOMAS FAY  
CHERRY C. KARLSON  
DOUGLAS A. LEVINE

**REVISED – July 12, 2019**

(Revises agenda posted on July 11, 2019 at 2:49 pm)

**BOARD OF SELECTMEN**

**Monday, July 15, 2019**

**7:00 p.m.**

**Wayland Town Building  
Selectmen's Meeting Room  
41 Cochituate Road, Wayland, MA**

## Proposed Agenda

*Note: Items may not be discussed in the order listed or at the specific time estimated. Times are approximate. The meeting likely will be broadcast and videotaped for later broadcast by WayCAM.*

- 7:00 pm 1. Call to order by Chair
- Review of agenda for the public
- 7:05 pm 2. Announcements and public comment
- 7:10 pm 3. Discussion and vote to award study to Greenways Conservation Area Land Management
- 7:25 pm 4. Renewal Anticipation Serial Loan No. 1103-1 for Rivers Edge in the amount of \$480,000: Vote to approve and sign
- 7:30 pm 5. Board and Committee Appointments:
1. Update on committee vacancies
  2. Vote to approve the following appointments:  
Youth Advisory Committee (School Committee)
    - Malcolm Astley – June 30, 2021
    - Pam Cerne -- June 30, 2021  
Community Preservation Committee (Recreation Commission)
    - Dave Pearlman – June 30, 2022
  3. Conservation Commission: Interview and vote to appoint to two positions ending on June 30, 2022
    - Tom Davidson (interviewing July 29)
    - Sherre Greenbaum
    - Frank Krasin
    - Kathy Schreiber (interviewing July 29)

2019 JUL 12 AM 11:31

RECEIVED  
TOWN OF WAYLAND  
TOWN CLERK

**BOARD OF SELECTMEN**  
**Monday, July 15, 2019**  
**7:00 p.m.**  
**Wayland Town Building**  
**Selectmen's Meeting Room**  
**41 Cochituate Road, Wayland, MA**

**Proposed Agenda – Page Two**

4. Finance Committee: Interview and vote to appoint to one position ending on June 30, 2022
  - Nick Russo
  
5. Zoning Board of Appeals: Interview and vote to appoint to two positions ending on June 30, 2022 (one full member, one associate member); one position ending on June 30, 2021 (full member) when resignation is effective
  - Bob Farrington
  - Evans Huber (interviewing August 12)
  - Joshua Wernig
  - Thom White (interviewing August 12)
  
- 8:30 pm 6. Chapter 61B Rod and Gun Club Property Change of Use: Discuss and potential vote on Board of Selectmen right of first refusal
  
- 8:50 pm 7. FY 2021 Budget Schedule and Process: Review and vote
  
- 9:00 pm 8. Select Board/Town Manager Act: Update including Board Presentations and Community Forums
  
- 9:05 pm. 9. Election Officers: Review and vote to approve and sign
  
- 9:10 pm 10. Open Meeting Law Complaint filed by George Harris June 27, 2019: Discuss and vote on response
  
- 9:20 pm 11. Town Administrator's Report
  1. Cass Litigation Update
  2. Valor Act Tax Exemptions
  3. Public Records Requests Update
  4. River's Edge Project at 484-490 Boston Post Road Update
  5. Special Town Meeting Potential Articles
  6. Facilities Contracts
  7. Information Technology Department Reorganization
  8. Plowing Private Roads Appeals

**BOARD OF SELECTMEN**  
**Monday, July 15, 2019**  
**7:00 p.m.**  
**Wayland Town Building**  
**Selectmen's Meeting Room**  
**41 Cochituate Road, Wayland, MA**

**Proposed Agenda – Page Three**

9. Regulation Promulgations --Water Department, Conservation Department and Health Department
10. Transfer Station: Financial Reorganization
11. Treasury Cash Reconciliation: Contract with Dan Sullivan, CliftonLarsonAllen, LLP
12. July 4<sup>th</sup> Parking Logistics
13. 282 Main Street: Deed of abandoned section of Dudley Road
14. Oxbow Meadow Field Update

- 9:40 pm 12. Minutes: Vote to approve Board of Selectmen minutes of June 26, 2019
- 9:45 pm 13. Consent Calendar: Review and vote to approve (see separate sheet)
- 9:50 pm 14. Correspondence Review
- 9:55 pm 15. Selectmen's reports and concerns
- 10:00 pm 16. Topics not reasonably anticipated by the Chair 48 hours in advance of the meeting, if any
- 10:05 pm 17. 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 the Wayland Teachers Association regarding health insurance payroll deduction, and
  - II. Pursuant to Massachusetts General Laws Chapter 30A, Section 21(a) (6) to consider the purchase, exchange, taking, lease or value of real estate in regard to the Rivers Edge Project at 484 490 Boston Post Road and,
  - III. Pursuant to Massachusetts General Laws, Chapter 30A, Section 21 (a) (3) to discuss strategy with respect to litigation Ordway v. Town of Wayland pending with the Massachusetts Commission Against Discrimination, and
  - IV. Pursuant to Massachusetts General Laws, Chapter 30A, Section 21 (a) (3) to discuss strategy with respect to litigation related to David Bernstein v. Planning Board of Wayland, and
  - V. Pursuant to Massachusetts General Laws, Chapter 30A, Section 21 (a) (3) and (6) to review and approve the executive session minutes of June 26, 2019
- APPROVE AND HOLD: Executive Session minutes of June 26, 2019
- 10:20 pm 18. Adjourn

3.) Greenways  
Conservation Area



30 May 2019

Linda Hansen  
Conservation Administrator  
41 Cochituate Road  
Wayland, MA 01778

Dear Ms. Hanson,

On behalf of the Mass Audubon Ecological Extension Service (EES), I am pleased to submit this bid to complete a Management Plan for Greenways Conservation Area. As requested by Wayland Conservation Staff, Amber Carr walked the site with Ryan Brown. Below are my initial notes and cost estimates for plan.

**Greenways**

Boarded by Great Meadows National Wildlife Refuge and the Sudbury River on the West, Greenways has approximately 2 miles of trails winding through fields, forests, and wetlands. A canoe launch allows access between the conservation area and the Sudbury River. The site is approximately 60 acres made up of parcels owned any managed by several partners including Sudbury Valley Trustees, Wayland Conservation, Wayland Park and Rec, and Wayland Board of Selectmen. Identifying and agreeing on shared conservation goals for the site will be beneficial for successful management of the conservation area. Invasive plants are present within the shrublands, fields, and forest understory and should be proactively managed where appropriate. Woodcock have been observed on the property and management actions should consider impacts to their quality of habitat. There is potential to attract more wildlife species to the site by a incorporating various habitat enhancements.

**Management plan would include:**

- Invasive plant management plan
- Comprehensive Plan for Greenways across jurisdictional boundaries
- Habitat Enhancements for Wildlife
- Public Use Assessment
- Trail Assessment

We have the capacity and expertise to design all components proposed to be included in the management plans and can provide all deliverables described by December 2019. The proposed management plan is estimated to be \$6,000.

Please contact me should you have any further questions. We look forward to your response.

Sincerely,



Amber Carr  
Director of Ecological Extension Service

Ecological Extension Service  
Massachusetts Audubon Society  
208 South Great Road  
Lincoln, Massachusetts 01773

781 259 2198  
781 259 2398 (fax)

**Mass Audubon Ecological Extension Service**

**Proposed Budget:**

<b>Scope of work</b>	<b>Cost estimate</b>
2 site visits	\$1,000
2 meetings with Cons com	\$500
Invasive Plant Management Plan	\$1,500
Comprehensive Management Plan	\$1,500
Habitat Enhancements	\$500
Public Use and Trail Assessment	\$1,000
<b>Total</b>	<b>\$6,000</b>

5.) Board and  
Committee Appointments  
1. Update on Committee  
Vacancies

**Board of Selectmen Appointments**

*Status as of July 11, 2019*

The following positions remain open. The Chair has emailed the Committee Chairs with primary appointing authority for additional information.

<u>Committee</u>	<u>Volunteer</u>	<u>Term Ending Date</u>
<b>Primary Appointing Authority: Board of Selectmen</b>		
Audit Committee		June 30, 2022
Audit Committee		June 30, 2020
Dog Control Appeals Board		June 30, 2022
Local Emergency Planning Committee		June 30, 2022
Permanent Municipal Building Committee <i>(candidate interviewing on July 29)</i>		June 30, 2022
Wastewater Management District Commission		June 30, 2022
<b>Primary Appointing Authority: as noted</b>		
<u>Audit Committee</u>		
FinCom		June 30, 2020
School		June 30, 2022
<u>Community Preservation Committee</u>		
Historical Commission		June 30, 2022
Planning Board		June 30, 2022
Board of Public Works		June 30, 2022
<u>Municipal Affordable Housing Trust</u>		
Housing Partnership		June 30, 2020
Planning Board		June 30, 2021
<u>Senior Tax Relief Committee</u>		
FinCom		June 30, 2022
<u>Wayland Housing Partnership</u>		
Planning Board		June 30, 2022

5.) Board and Comm. Appts.  
3.) Conservation.  
Commission

**Hegarty, Teri**

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**From:** Greenbaum, Sherre  
**Sent:** Wednesday, June 19, 2019 3:43 PM  
**To:** Karlson, Cherry; Levine, Doug; Fay, Thomas; Antes, Mary; Anderson, Lea  
**Cc:** Miller, Louise; Hegarty, Teri  
**Subject:** Sherre Greenbaum - Request for Reappointment to Conservation Commission  
**Attachments:** SHERRE GREENBAUM - Reappointment Highlights.pdf; ATT00001.htm

Board of Selectmen:

Please find attached a summary of the highlights of my service to the Conservation Commission in support of my request for reappointment.

I hope this summary conveys my commitment to conservation in Wayland, the unique skill set I bring to the Commission and the value of my deep knowledge of the regulatory process as well as the historical perspective of projects before the Commission.

Thank you for your consideration.

Sherre Greenbaum



**SHERRE GREENBAUM  
HIGHLIGHTS FOR REAPPOINTMENT TO CONSERVATION COMMISSION**

**RELEVANT EDUCATIONAL BACKGROUND**

- Boston College Law School, J.D.
- Radcliffe Seminars Landscape Institute Program
- UNH Stormwater Workshop

**TOWN SERVICE & AWARDS**

- Wayland Beautification Committee (1999 -2008); Public Ceremonies Committee Certificate of Recognition and Appreciation (2006)
- Wayland Business Association, Executive Committee (2007-2010)
- Wellhead Protection Committee, Chair (2007-2011); River Steward Award (2013)
- Conservation Commission (2013 - present); Chair (2014-2018)

**ACCOMPLISHMENTS ON COMMISSION**

- Researched and worked with town boards to create Land Manager position
- Worked with town consultant and boards to update Open Space and Recreation Plan
- Worked to amend Stormwater and Land Disturbance Bylaw, Chapter 193 and drafted Permit application
- Worked with Planning Board to amend Conservation Cluster Developments Zoning Bylaw, Chapter 198
- Created Replacement Tree/Shrub Schedule and Native Trees/Shrubs list for Wetlands and Water Resources Bylaw, Chapter 194
- Researched and recommended planting plans for projects
- Represented Commission during Town Center Conservation Restriction negotiations
- Represented Commission during River Trail Place easement negotiations
- Represented Commission during Mainstone Farm Conservation Restriction negotiations and worked toward finalization
- Represented Commission during drafting and finalization of Mainstone Farm MOU with SVT
- Represented Commission at ZBA hearings for Windsor Place and Cascade 40B Applications
- Worked with Community Preservation Committee to draft warrant articles for Town Meeting
- Negotiated acquisition of Stone's Bridge Conservation Area, designed planting plan for area, and acted as its steward
- Researched and worked with Town Counsel on policy for commercial use of conservation land
- Assisted with administration of Department during Conservation Administrator transition period
- Attended every Commission meeting and numerous town board meetings on its behalf
- Attended numerous site visits for projects

I would like very much for the Board of Selectmen to consider me as a candidate for a position on the Conservation Commission .

I realize the importance of the many functions of the Commission such as protecting the integrity of our wetlands , protecting the quality of our water, and also protecting wetland dependent birds and animals.

I believe that because of my background I could make contributions to the Commission . My background is in many different aspects of science . I have studied the effects of radiation and the effects of chemical contaminants on the environment , just to mention a few.

Over the years(39) that I have lived in Wayland I served on a number of Committees and always strived to resolve conflicts with reasonable compromises.

I recently served on the Council on Aging Community Center Advisory Committee and as a Recreation Commissioner for a number of years. Also I am on the Board of Directors of the Wayland Little League for girls and boys softball and baseball .

### **BACKGROUND**

University of Massachusetts, Amherst , B.S. Chemical Engineering

Rensselaer Polytechnic Institute, M.S. Chemical Engineering

Pennsylvania State University, PhD. Molecular Biophysics and Biochemistry

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JUN 10 2019  
Board of Selectmen  
Town of Wayland

### **Postdoctoral Fellowships**

Argonne National Laboratory and Yale University

### **Employment**

I have served as a Board Certified Radiation Medical Physicist at The New England Medical Center and at St. Elizabeth's Medical Center

Currently I am a Radiation Consultant to the State of Massachusetts Radiation Control Division .

### **Respectfully Submitted**

**FRANK KRASIN**

**Frank Krasin, Ph.D., DABR**

*Certified Radiation Medical Physicist*

CONSULTING SERVICE  
Radiation Service  
Radioactive Materials  
Radiation Safety  
Shielding



MA | DPH | RCP  
Radiation Service  
Registration #62-0038

5.) Board and Committee  
Appointments  
4.) Finance Committee

**Hegarty, Teri**

**Subject:** FW: I'm interested in volunteering for Finance Committee  
**Attachments:** NRusso Resume-20190623-Wayland.doc

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**From:** Nick Russo <[REDACTED]>  
**Date:** Sunday, June 23, 2019 at 8:39 PM  
**To:** "Karlson, Cherry" <[ckarlson@wayland.ma.us](mailto:ckarlson@wayland.ma.us)>  
**Subject:** RE: I'm interested in volunteering for Finance Committee

Hi Cherry,

For your information, here is a little information about me. I grew up in Framingham and have lived in Wayland since 1999 after moving from Boston. I've also attached a brief resume.

I am an accomplished treasury and finance leader that brings broad experience in capital markets, deal structuring, treasury management and financial and insurance risk management. I have a proven track record of being a valued advisor to CEO's, CFO's and all levels of management on critical treasury, finance and risk management issues. As a direct report of the CFO, my role has been responsible for the leadership and strategic direction over the organization's Global Treasury and Global General Liability Insurance functions. I've successfully delivered a Treasury Strategy that was well integrated with the company's overall business strategy. I always delivered a solid and accurate perspective on the external markets to create and maintain a competitive edge for the firm.

My skillset has been instrumental in successfully developing treasury and risk platforms; financial metrics and infrastructure; and driving consistency and efficiencies across locations that supported the company's global growth initiatives.

I have made many contributions that helped senior management achieve their overall corporate goals. I view my most significant contributions to be successfully serving as a trusted advisor on treasury and finance related issues to the Chief Financial Officer (CFO), the finance leadership team and business stakeholders throughout the organization. I've provided solid analysis; judgement and advice on a variety of issues some being the Company's share repurchase programs; debt default resolution; debt and credit arrangements and the investment of the Company's excess cash.

I received a BS from Georgetown University and an MBA from Babson College.

I will call your house phone tomorrow at 10:00

Regards,

Nick

Mobile +1 [REDACTED]  
Email: [REDACTED]

Sent from Mail for Windows 10

## Nicholas Russo

Wayland, Massachusetts 01778 •

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### EXECUTIVE SUMMARY

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Hands on corporate treasury, business risk and finance professional with a strategic approach to leadership and business. Transformed treasury from a functional role to a strategic partner. Direct experience with multinational corporations in the creation of strong global treasury and cross functional teams.

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### SUMMARY of EXPERIENCE

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- designing and reengineering treasury and corporate finance processes and systems
  - negotiating debt financing, treasury and Liability insurance agreements
  - managing Global - treasury, liquidity, debt, foreign exchange hedging programs and Liability Insurance
  - working capital management
  - debt management
  - capital markets
  - cash flow forecasting for multi-entity multinationals
  - evaluating multicurrency notional cash pooling structures
  - analysis and due diligence in mergers, acquisitions and divestitures
  - leadership of technology initiatives and risk management initiatives
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### PROFESSIONAL EXPERIENCE

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**ASCENTRIA CARE ALLIANCE, INC. - Worcester, MA, USA**

**04/09-Present**

**Senior Director Treasury – Corporate Treasurer: Headquarters**

Accountable for the leadership and creation of the overall Treasury function and Business Risk Function; and advising executive managers and Board Members on financial matters for a **\$95.0 million organization**. Manage and oversee the Treasury, Business Risk Management, Accounts Receivable and Accounts Payable functions.

**HAEMONETICS CORPORATION - Braintree, MA USA (ticker: NYSE: HAE)**

**10/04–04/09**

**Assistant Treasurer (top treasury leader): Corporate Treasury**

Led and managed strategic leadership of Global Treasury, Foreign Exchange and Risk Management functions; Liability Insurance Programs and Accounts Receivable Management operations of a **\$598 million multinational** medical device manufacturer and leader in blood management solutions operating in 17 countries with sales in 80 countries.

**INVENSYS PLC – London, UK and Foxboro, MA USA (ticker: FTSE: LSE and NYSE: ISYS)** **10/99–10/04**

**Director of Treasury: North American Headquarters – (acquired by Schneider Electric January 2014)**

Managed Treasury Services for North American Headquarters and subsidiaries of a **\$12 billion multinational** electronics manufacturer and software company operating in 250 countries. Managed liquidity planning, foreign exchange, cash management controls and procedures and banking relationships. Provided treasury support and guidance to operating Divisions and Units. Worked closely with headquarters and region-wide Controllers to implement overall treasury strategies.

## Nicholas Russo

**THE TJX COMPANIES, INC. - Framingham, MA USA (ticker: NYSE: TJX) 8/86-10/99**

- **Cash Manager: Corporate Treasury Department** 4/91-10/99

Managed day-to-day worldwide corporate cash and treasury management functions and banking systems of an \$8.0 billion multinational retailer.

- **Senior Financial Analyst: Corporate Treasury Department** 4/88-4/91

- **Financial Analyst: Financial Analysis and Planning Department** 8/86-4/88

**MOBIL OIL CORPORATION - Valley Forge, PA (ticker: NYSE: XOM) 7/85-8/86**

**Financial Analyst: Financial Planning and Analysis Department**

**STATE STREET BANK & TRUST COMPANY - Boston, MA (ticker: NYSE: STT) 7/81-9/83**

**Financial Analyst: Commercial Banking (Leasing Finance) Division**

**RIGGS NATIONAL BANK, N.A. - Washington, DC (ticker: NYSE: RIGS) 9/79-6/81**

**Management Trainee: Trust Department**

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## EDUCATION

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**Certified Treasury Professional (CTP) certification from 1994 to 2019**

**Babson College Master of Business Administration  
Wellesley, Massachusetts USA Finance**

**Georgetown University Bachelor of Science  
Washington, D.C. USA Accounting**

S.) Board and Committee  
Appointments  
S.) ZBA

**Hegarty, Teri**

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**From:** Bob Farrington  
**Sent:** Friday, December 14, 2018 9:40 AM  
**To:** Miller, Louise; Hegarty, Teri  
**Cc:** Farrington Family  
**Subject:** ZBA application

Louise Miller, Wayland Town Administrator  
Town Administrator's Office  
41 Cochituate Road  
Wayland, MA 01778

Dear Ms. Miller:

At the suggestion of Jim Grumbach, a member of the Wayland Zoning Board of Appeals, I request that the Wayland Board of Selectmen consider this letter as my expression of interest in becoming a member or alternate member of the ZBA.

My wife, Molly Faulkner, and I have lived in Wayland for 25 years, raising our children James and Sally, both of whom passed through the Wayland School system. I actually grew up in Wayland, on Dean Road in Damon Farms, graduating in the Wayland High School Class of 1969. I went on to Boston College and Boston College Law School. While a student at Boston College I was a mailman in the Wayland Post Office – gaining a great education about Wayland neighborhoods.

My primary focus for the 40 years I practiced law has been real estate. Before joining GID Investment Advisers LLC in Boston in 1987, I worked in the Real Estate Law division of John Hancock Mutual Life Insurance Company.

GID was and is a company of approximately 600 employees across the US operating under the trade name Windsor. Its business is the purchase, sale and management of real estate, primarily in the high end residential market. GID finances its business ventures with its own capital and capital from co-investors such as large pension plans and sovereign funds. In my capacity as Senior Vice President, Legal, I was heavily engaged in all aspects of the due diligence phase of acquisitions and worked with local counsel in determining the compliance of a targeted property with local zoning and other laws. After an acquisition, zoning and related issues would often arise requiring my becoming familiar with applicable zoning ordinances and regulations. On occasion I would appear before local zoning and other boards in Massachusetts and elsewhere in the US.

I hope the Board will provide me with the opportunity to serve on the ZBA and in some small way help me repay the Town for the good and safe life it has provided to me and my family.

Bob Farrington

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## **JOSHUA S. WERNIG**

3, WAYLAND, MA 01778 •

### **LEGAL EXPERIENCE**

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#### **THE MIDDLESEX CORPORATION, VICE PRESIDENT AND GENERAL COUNSEL**

**2016 – PRESENT**

(The Middlesex Corporation is a leader in the heavy civil construction & paving industries across multiple jurisdictions.)

As Vice President and General Counsel, I am responsible for all day-to-day legal matters affecting The Middlesex Corporation and its affiliated entities, management of the corporate general counsel and risk management functions and providing executive oversight to various support departments. Personally, I am a highly motivated senior legal professional and business executive experienced in counseling and supporting all aspects of business operations across multiple jurisdictions to best manage risk and optimize business results.

*Duties* include but are not limited to:

- Member of the Executive Leadership Team advising ownership and various business units on all legal, compliance and regulatory matters while providing oversight of the HSE, HR and IT support departments.
- Management of all legal matters, including in-house legal and risk teams as well as external law firms.
- Drafting, reviewing and negotiation of major customer, subcontractor, vendor, equipment, union contracts and other commercial agreements.
- Support of Preconstruction and Purchasing in winning and procuring new work through advising on risk items and negotiating all types of construction, design, joint venture and teaming agreements.
- Advising on all types of employment matters, including employment and separation agreements, benefits, claims as well as reviewing and drafting policies and employee handbooks.
- Negotiation and procurement of the corporate insurance program, including management of the broker and carrier relationships.
- Support of a new Energy Division (focused primarily on gas and electric transmission work) through drafting and negotiation of Master Service Agreements and establishing commercial relationships.
- Advising on existing and developing legal, regulatory and compliance matters affecting the business with an eye to minimizing risk and maximizing opportunity.
- Develop and implement (and ensure consistency of) corporate policies, procedures, programs, standards, and organizational structure within the framework of overall corporate goals.
- Company spokesperson and Crisis Management Team Leader.

#### **MAINE DRILLING & BLASTING, INC., GENERAL COUNSEL & SENIOR RISK MANAGER**

**2012 – 2016**

(Maine Drilling & Blasting is the safest, most experienced rock blasting and drilling company in the Northeast.)

As General Counsel and Senior Risk Manager for Maine Drilling & Blasting, its affiliated union company, MD Drilling & Blasting, and affiliated explosives retail supplier, Independent Explosives, I managed the corporate legal and risk management functions to protect against risk while controlling cost.

*Representative Experience* includes but is not limited to:

- Serving on the Senior Leadership Team and actively advising the Board of Directors.
- Proactive management of all legal and insurance claims, including investigation, settlement negotiation as well as management of all outside counsel, brokers and claims adjusters.
- Oversight of all credit and collections activities, including supervision of the credit and collections staff.
- Drafting and negotiation of major construction and union contracts, equipment agreements and other commercial agreements, including several contracts on large land-based wind farms and solar projects.

- Negotiation and procurement of the corporate insurance program, including management of the review/selection process for broker and insurance carrier relationships.
- Developed training on key issues concerning contract administration, negotiation and risk management.

**DONOVAN HATEM LLP, ATTORNEY**

**2007 – 2012**

(Donovan Hatem is a litigation and general business law firm specializing in the defense of design professionals.)

*Practice areas:* Representation of clients in complex, multi-party matters in state and federal courts, focusing on construction law, employment law, environmental law, contract disputes, and professional liability claims against architects, engineers and other design professionals.

*Representative Experience* includes but is not limited to:

- Managed all aspects of case strategy including, drafting and arguing all types of motions, taking and defending hundreds of depositions, expert witnesses, settlement negotiations, and successfully representing clients in all types of hearings, mediations, arbitrations and trials (including jury trials).
- Obtained jury trial victory for a contractor client in a \$300,000 construction dispute with an owner.
- Obtained summary judgment for an engineer client in a \$13M construction lawsuit.
- Obtained no probable cause findings for employer clients at the Massachusetts Commission Against Discrimination (MCAD) resulting in complete dismissal of discrimination charges.

**PROFESSIONAL EXPERIENCE**

**HALEY & ALDRICH, INC., ENVIRONMENTAL GEOLOGIST**

**2000 – 2003; 2006 – 2007**

(Haley & Aldrich, Inc. is a consulting firm providing integrated underground engineering and environmental management.)

At Haley & Aldrich, Inc., I focused on contaminated site management, State and Federal regulatory permitting & compliance, site remediation, and risk assessment for complex environmental and redevelopment projects, including Brownfield and Superfund sites, Army base closures, landfill redevelopment and manufactured gas plant site remediation & reuse. My experience includes development and drafting of all types of geotechnical and environmental evaluations, site assessments, and remediation plans in accordance with applicable State and Federal regulations aimed at managing environmental costs, risks and liabilities in addition to the performance of all aspects of geotechnical & environmental field investigations and site characterizations.

**POLAND SPRING BOTTLING CO., HYDROGEOLOGIST,**

**1997 – 1998**

(Poland Spring Bottling Co. produces and delivers bottled spring water to residential and commercial customers in the U.S.)

As an intern, I developed and implemented a groundwater monitoring plan tracking changes to the regional watershed and localized water quality to assess the historic, real-time and projected productivity and quality of current and prospective production wells.

**EDUCATION & BAR ADMISSIONS**

**UNIVERSITY OF MAINE SCHOOL OF LAW (J.D., 2006, *President Student Bar Association*)**

**UNIVERSITY OF OREGON (GeoArchaeology Field School, 2000, *high honors*)**

**BOWDOIN COLLEGE (A.B., Geology & Classics/Archaeology, 1999, *Magna cum Laude*)**

**BAR ADMISSIONS (Maine; Massachusetts; New Hampshire; U.S. Dist. Ct. Maine; U.S. Dist. Ct. Massachusetts)**

**FELLOWSHIPS**

**MAINE DEPARTMENT OF MARINE RESOURCES BAY MANAGEMENT RESEARCH FELLOW**

Conducted an international comparative study of different approaches to marine governance that was used by the Maine State Legislature to develop legislation that has shaped the future of marine resource governance in Maine.

**INTERESTS**

Cycling, furniture making, hiking, running, swimming, triathlons (IRONMAN FL '02, '13; and IRONMAN USA '03).



6.) Rod and Gun Club

**Wayland Rod and Gun Club, Inc.**  
4 Meadow View Road  
Wayland, MA 01778

RECEIVED  
JUL 03 2019  
Board of Selectmen  
Town of Wayland

By Certified Return Receipt Mail

28 June 2019

Cherry Karlson,  
Wayland Board of Selectmen  
Louise Miller  
Town Administrator  
Town of Wayland  
41 Cochituate Road  
Wayland, MA 01778

RE: Chapter 61B Classification/4 Meadow View Road/Parcel 36C-003  
Municipal Option to Purchase Notice

Dear Ms. Karlson and Ms. Miller:

Thank you for the time and attention you afforded to me at our recent meeting. As we discussed, on or about 26 September, 2018, the Club officially provided notice to the Town of its intent to transfer or convert a part of its land to a use which is different from that which is currently benefited from the provisions of Chapter 61B of the Massachusetts General Laws. This letter is intended to confirm and restate that notice.

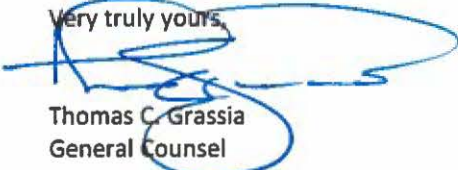
The Club's use of that part of its land, which is the subject of its Notice (hereafter the "Parcel"), is currently open space, but will potentially change to purposes specific to the Club's principal role as a firearms safety training facility and also potentially include a use consistent with an agreement with Cellco Partnership d/b/a Verizon Wireless dated 16 July 2017, which agreement envisions a lease of a part of the Parcel for a cellular communications tower.

The Parcel is 100 feet wide and 200 feet long and contains twenty thousand square feet. It directly abuts and physically touches the foundation of the Club's lodge, which contains the residence of the Club's land and security manager and his family. Access to the parcel would be via the Club's driveway or the extension of Riverview Avenue, each of which is a private way and not for public use.

The Parcel is depicted on the plan entitled "Plan of Land in Wayland, Mass." September 23, 2011, by Sullivan Surveying Company, a copy of which I presented to you at our meeting.

I am hopeful that the Town can move judiciously to a decision as to the Parcel and stand ready to offer whatever assistance I can in that regard.

Very truly yours,

  
Thomas C. Grassia  
General Counsel

Cc: Planning Board  
Conservation Commission  
Board of Assessors



**DRAFT FY 2021 BUDGET SCHEDULE AND PROCESS**  
**July 15, 2019**

*7.) FY 2021  
 Budget Schedule  
 and Process*

	DATE	RESPONSIBLE PARTY	RESPONSIBILITY	SUBMIT TO
1	JUNE/JULY	BOARD OF SELECTMEN	APPROVE BUDGET POLICY PROCESS	TA, FINCOM, TOWN AND SCHOOL DEPARTMENT HEADS
2	JULY – AUGUST	FINANCE DIRECTOR, SCHOOL BUSINESS MANAGER	CONVENE A MEETING WITH THE SCHOOL SUPERINTENDENT AND TOWN ADMINISTRATOR TO DISCUSS PRELIMINARY FY2021 BUDGET NEEDS, TREATMENT OF SHARED TOWN/SCHOOL EXPENSES AND PRELIMINARY REVENUE PROJECTIONS; BEGIN PREPARING, FINANCIAL SUMMIT PRESENTATION	
3	JULY-AUGUST	FINANCE DIRECTOR	DEVELOP AND PRESENT 5 YEAR REVENUE AND EXPENSE BUDGET PLAN SHOWING ALL ASSUMPTIONS AND IDENTIFYING PROPOSED BUDGET POLICIES; SUGGEST DRAFT FY2021 BUDGET GUIDELINE	TA (WITH REVIEW BY ASSISTANT TA, TREASURER, ASSESSOR, SCHOOL BUSINESS MANAGER AND SCHOOL SUPERINTENDENT FOR INPUT)
4	AUGUST 8	FINANCE DIRECTOR, ASSISTANT TOWN ADMINISTRATOR	REVIEW FY2021 BUDGET PROCESS, CAPITAL PROJECTS SUBMISSIONS, PERSONNEL REQUESTS	DEPARTMENT HEAD MEETING
5	SEPTEMBER 3	TOWN ADMINISTRATOR, ASSISTANT TOWN ADMINISTRATOR	SUBMIT PERSONNEL REQUESTS FOR REVIEW AND RECOMMENDATION	PERSONNEL BOARD
6	BY SEPTEMBER 6	FINANCE DIRECTOR, SCHOOL BUSINESS MANAGER	WORK WITH STAFF (TA, SCHOOL SUPERINTENDENT AND SCHOOL BUSINESS MANAGER) TO FINALIZE FY2021 FORECAST, 5-YEAR PLAN, FY2021 BUDGET PRIORITIES AND RECOMMENDATION ON BUDGET GUIDELINE	TA, SCHOOL SUPERINTENDENT
7	SEPTEMBER 9	FINANCE DIRECTOR, TOWN ADMINISTRATOR, SCHOOL SUPERINTENDENT	PUBLIC PRESENTATION AT A FINANCIAL SUMMIT OF FY2021 FORECAST, 5-YEAR FINANCIAL PLAN INCLUDING CAPITAL, BUDGET PRIORITIES, RECOMMENDATION ON FY2021 BUDGET GUIDELINE	BOS, FINCOM, SC, DEPARTMENT HEADS, ALL BOARDS, COMMITTEES AND RESIDENTS.
8	SEPTEMBER 21 CAPITAL	ALL DEPARTMENT HEADS	SUBMIT CAPITAL PLANS WITH RECOMMENDATIONS/VOTE OF GOVERNING BODIES	TA, FINANCE DIRECTOR
9	SEPTEMBER 24	TA WORKING WITH FINANCE DIRECTOR AND FINANCE COMMITTEE	ISSUE FY2021 BUDGET GUIDELINE	DEPARTMENT HEADS, BOARDS AND COMMITTEES
10	BY OCTOBER 1	TOWN ADMINISTRATOR, PERSONNEL BOARD	SUBMIT FY2021 PERSONNEL RECOMMENDATIONS	BOARD OF SELECTMEN, FINANCE COMMITTEE, GOVERNING BODIES
11	OCTOBER 9 CAPITAL	FINANCE DIRECTOR	SUBMIT DEPARTMENT CAPITAL PLANS WITH RECOMMENDATIONS OF TA/BOS, SCHOOL SUPERINTENDENT/SC AND FUNDING RECOMMENDATIONS	FINANCE COMMITTEE

**DRAFT FY 2021 BUDGET SCHEDULE AND PROCESS**

**July 15, 2019**

	DATE	RESPONSIBLE PARTY	RESPONSIBILITY	SUBMIT TO
12	OCTOBER 9 – NOVEMBER 4 CAPITAL	FINANCE COMMITTEE	REVIEW AND MAKE RECOMMENDATIONS ON FY2021 CAPITAL REQUESTS; REVIEW 5 YEAR PLAN	TA/BOARD OF SELECTMEN, SCHOOL SUPERINTENDENT/SC
13	BY OCTOBER 11	ALL DEPARTMENT HEADS	SUBMIT DRAFT DEPARTMENTAL OPERATING BUDGETS WITH VARIANCES <i>AFTER</i> APPROVAL BY GOVERNING BODIES (IN MUNIS)	FINANCE DIRECTOR
14	OCTOBER 14 – NOVEMBER 1	TOWN ADMINISTRATOR, FINANCE DIRECTOR	REVIEW OF OPERATING BUDGETS WITH DEPARTMENT HEADS; INCLUDE FINCOM LIAISONS AS SCHEDULES PERMIT; INCLUDE UNCLASSIFIED	
15	NOVEMBER 4	TOWN ADMINISTRATOR, FINANCE DIRECTOR	MAKE RECOMMENDATIONS ON ALL OPERATING BUDGETS INCLUDING UNCLASSIFIED, EXCEPT SCHOOLS	BOARD OF SELECTMEN, FINANCE COMMITTEE
16	NOVEMBER 4 – DECEMBER 16	FINANCE COMMITTEE	REVIEW OPERATING BUDGETS; SEND QUESTIONS TO TA AND SUPERINTENDENT	
17	BY DECEMBER 13	SCHOOL SUPERINTENDENT, SCHOOL COMMITTEE	SUBMIT DRAFT SCHOOL OPERATING BUDGETS WITH VARIANCES <i>AFTER</i> APPROVAL BY SCHOOL COMMITTEE	TOWN ADMINISTRATOR, FINANCE DIRECTOR
18	BY DECEMBER 17 CAPITAL	FINANCE DIRECTOR, FINANCE COMMITTEE	CONFIRM AND VOTE FY2021 CAPITAL BUDGET (PROJECTS AND FUNDING SOURCES); CONFIRM AND VOTE DRAFT FY2021 TOWN DEPARTMENT OPERATING BUDGETS	
19	BY DECEMBER 27	TOWN ADMINISTRATOR, FINANCE DIRECTOR	PREPARES AND SUBMITS DRAFT FY2021 OPERATING BUDGET (INCLUDING UNCLASSIFIED AND SCHOOLS)	BOARD OF SELECTMEN, FINANCE COMMITTEE
20	JANUARY 2 - 28	FINANCE COMMITTEE	REVIEWS ALL BUDGET REQUESTS, VOTES TO ADOPT A DRAFT FY2021 OMNIBUS BUDGET	BOARD OF SELECTMEN, FINANCE COMMITTEE, GOVERNING BODIES
21	JANUARY	TOWN ADMINISTRATOR, BOARD OF SELECTMEN, FINANCE DIRECTOR, FINANCE COMMITTEE	REVIEW REVOLVING FUND ARTICLE(S) – PURPOSES AND LIMITS	
22	FEBRUARY 3 or 10	FINANCE COMMITTEE	PRESENT DRAFT FY2021 OMNIBUS BUDGET AT BUDGET HEARING	PUBLIC PRESENTATION
23	FEBRUARY 24	FINANCE COMMITTEE	ADOPTS FINAL FY2021 OMNIBUS BUDGET	BOARD OF SELECTMEN, TOWN ADMINISTRATOR, SCHOOL SUPERINTENDENT, SC, GOVERNING BOARDS



# TOWN OF WAYLAND

MASSACHUSETTS

01778

9.) Election  
Officers

**TOWN CLERK**

Anna M. Ludwig

[aludwig@wayland.ma.us](mailto:aludwig@wayland.ma.us)

**ASSISTANT TOWN CLERK**

Diane M. Gorham

[dgorham@wayland.ma.us](mailto:dgorham@wayland.ma.us)

**TOWN BUILDING**  
41 COCHITUATE ROAD  
Wayland, MA 01778

TEL: 508-358-3630

508-358-3631

FAX: 508-358-1683

[www.wayland.ma.us](http://www.wayland.ma.us)

To: Board of Selectmen  
From: Anna M. Ludwig, Town Clerk  
Date: July 5, 2019  
Re: Appointment of Election Officers

In accordance with MGL c.54, s. 12, Election Officers are appointed annually by the Board of Selectmen for a period of one (1) year starting September 1<sup>st</sup>.

Attached you will find a list of Election Officers recommended by the Board of Registrars to be appointed by the Board of Selectmen from September 1, 2019 to August 31, 2020.

At a meeting held \_\_\_\_\_ the Board of Selectmen voted \_\_\_\_\_ to appoint Election Officers (attached).

---

Lea Anderson, Chairman

---

Mary M. Antes

---

Thomas Fay

---

Cherry C. Karlson

---

Douglas Levine

APPOINTED ELECTION OFFICIALS			
NAME	PREC.	PARTY	
Abel, Susie	1	U	
Armstrong, Christine	4	U	
Beston, Margery	1	U	
Bryant, Pamela	2	D	
Burke, Markey	4	U	
Brown, Louise	1	U	
Capasso, Jane	2	D	
Cartwright, Sally	3	U	
Cavanaugh, Lynne	4	U	
Chase, Andrea	1	U	
Cornell, Peter	1	U	
Coy, Sandra	2	D	
Cundari, Annie	2	U	
Delorey, Jayne	2	D	
Deveaux, Esther	3	U	
DOERR, LOIS	1	D	
Dunn, Jan	2	U	
Ferguson, Joan	3	D	
Finch, Katherine	3	D	
Foster, Susan P	4	U	
Franklin, Carol	3	U	
Gagnebin, Betsy	3	R	
Gardner-Westcott, Katherine	2	U	
Gennis, Aida	3	U	
Gentilotti, Marilyn	2	U	
Glick, Terry	3	U	
Green, Susan	2	D	
Henry, Shelley	4	R	
Hicks, Lucile	4	R	
Hughes, Karen Sasky			
Jahnke, Nan	2	D	
Jenney, Kathleen (Kate)	4	D	
Kennedy, Regina	1	U	
Koffman, Susan	1	D	
Kwarta, Joanne	2	D	
Lampert, Connie			
Lang, Kathleen	3	U	
Lee, Dorothy	2	R	
Leone, Madeline		U	
Lewis, Anette	4	U	
Ludwig, Glenn	3	D	
MacDonald, Marian	3	U	
Maloney, Sharon	1	U	
Maxted, Deirdre	2	U	
Martin, Carol	2	U	
McCabe, Antonie	4	R	
Melnicove, Margo	2	D	
Miller, Michael	4	R	
Nawzwi, Anne M	2	D	
Newberg, Marlene	3	D	
Nolin, Janet	3	U	
Patterson, Elizabeth (Becky)	2	U	



and enunciate; speaking loudly and clearly for their entire shift.								
<b>Inspector</b>								
Supervises the ballot box, assists voters with casting their ballots, ensures ballots are properly read by the voting machine, and supervises voted ballots removed from the ballot box. Works under the supervision of the warden and clerk. Extensive contact with the voters. Strong interpersonal skills are required. Specific vision abilities include close vision, ability to read an LCD display, and to adjust focus. The box attendant must stand during their shift and be able to speak loudly and clearly in order to properly instruct voters.								
<b>Night Tellers</b>								
Works with a partner after the polls close to tally the unread ballots and add the votes to the final election results. Must be detail oriented and work well with numbers. Special training is provided.								
<b>Ballot Box</b>								
Watches ballots cast in tabulator box.								



### OPEN MEETING LAW COMPLAINT FORM

Office of the Attorney General  
One Ashburton Place  
Boston, MA 02108

Please note that all fields are required unless otherwise noted.

#### Your Contact Information:

First Name: George Last Name: Harris

Address: 8 Holiday Road

City: Wayland State: MA Zip Code: 01778

Phone Number: 5083582379 Ext. \_\_\_\_\_

Email: geoharris2@gmail.com

Organization or Media Affiliation (if any): None

Are you filing the complaint in your capacity as an individual, representative of an organization, or media?

(For statistical purposes only)

Individual       Organization       Media

#### Public Body that is the subject of this complaint:

City/Town       County       Regional/District       State

Name of Public Body (including city/town, county or region, if applicable): Wayland Board of Selectmen

Specific person(s), if any, you allege committed the violation: \_\_\_\_\_

Date of alleged violation: June 7, 2019



**Description of alleged violation:**

Describe the alleged violation that this complaint is about. If you believe the alleged violation was intentional, please say so and include the reasons supporting your belief.

Note: This text field has a maximum of 3000 characters.

Please see attached statement (including 2 exhibits) for a full explanation.

What action do you want the public body to take in response to your complaint?

Note: This text field has a maximum of 500 characters.

Please see attached statement.

**Review, sign, and submit your complaint**

**I. Disclosure of Your Complaint.**

**Public Record.** Under most circumstances, your complaint, and any documents submitted with your complaint, is considered a public record and will be available to any member of the public upon request.

**Publication to Website.** As part of the Open Data Initiative, the AGO will publish to its website certain information regarding your complaint, including your name and the name of the public body. The AGO will not publish your contact information.

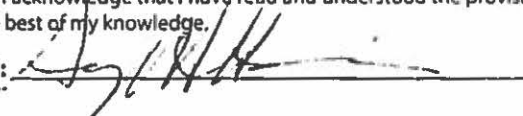
**II. Consulting With a Private Attorney.**

The AGO cannot give you legal advice and is not able to be your private attorney, but represents the public interest. If you have any questions concerning your individual legal rights or responsibilities you should contact a private attorney.

**III. Submit Your Complaint to the Public Body.**

The complaint must be filed first with the public body. If you have any questions, please contact the Division of Open Government by calling (617) 963-2540 or by email to [openmeeting@state.ma.us](mailto:openmeeting@state.ma.us).

By signing below, I acknowledge that I have read and understood the provisions above and certify that the information I have provided is true and correct to the best of my knowledge.

Signed: 

Date: June 27, 2019

For Use By Public Body  
Date Received by Public Body:

For Use By AGO  
Date Received by AGO:

## OPEN MEETING LAW COMPLAINT

### Wayland Board of Selectmen

This is a complaint that the Wayland Board of Selectmen (“Board”) violated the Open Meeting Law, G.L. c. 30A, §§ 18-25, with regard to a deficient revised notice of its meeting on June 10, 2019.

The Board originally posted notice of its June 10 meeting on June 6 at 3:08 PM.<sup>1</sup> See Exhibit 1 attached hereto. The Board posted a revised notice of its June 10 meeting on June 7 at 10:29 AM. See Exhibit 2 attached hereto.<sup>2</sup> The revised notice was posted within 48 hours prior to the meeting. It did not include the date and time of the original posting, as required by 940 CMR 29.03(1)(d). See also OML 2019-61; OML 2013-44.

Therefore, the Board violated the Open Meeting Law by failing to conspicuously record the date and time of the original posting on or with the revised posting.

### ACTIONS REQUESTED

1. The Board shall admit in open session the alleged violation of the Open Meeting Law.
2. The Board shall in the future ensure that it complies with the Open Meeting Law in giving proper notice to the public of its meetings, particularly where a notice revision occurs within 48 hours prior to a meeting.

---

<sup>1</sup> All dates herein refer to the year 2019.

<sup>2</sup> The revision pertains to Topic 10, Consent Calendar; the latter is attached to and part of the notice. The revision includes a new Item 11 in the Consent Calendar listing.



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  
THOMAS FAY  
CHERRY C. KARLSON  
DOUGLAS A. LEVINE

## BOARD OF SELECTMEN

**Monday, June 10, 2019**

**7:00 p.m.**

**Wayland Town Building  
Selectmen's Meeting Room  
41 Cochituate Road, Wayland, MA**

### Proposed Agenda

*Note: Items may not be discussed in the order listed or at the specific time estimated. Times are approximate. The meeting likely will be broadcast and videotaped for later broadcast by WayC-AM.*

- 7:00 pm 1. Call to order by Chair
  - Review of agenda for the public
- 7:05 pm 2. Announcements and public comment
- 7:10 pm 3. 2019 Special Town Meeting: Discuss and vote schedule
- 7:15 pm 4. 2020 Annual Town Meeting: Determine final dates
- 7:25 pm 5. Loker Field: Review discussion with Recreation Commission; Consider need for additional environmental review
- 7:35 pm 6. Town Manager Special Act: Finalize presentation and schedule of outreach
- 8:05 pm 7. Town Administrator's Report
  - 1. West Suburban Health Group Update
  - 2. Verizon Cell Tower Update
  - 3. Permitting Software Update
  - 4. Committee Appointments: Status
  - 5. Police FLSA Update
  - 6. Public Records Update
  - 7. Oxbow Meadows Field Project Update
  - 8. Massachusetts General Law 61 B: Rod and Gun Club change of use
  - 9. FY21 Budget Schedule Update
  - 10. Transfer of funds from the Board of Selectmen budget to pay Town Meeting vendors

2019 JUN - 6 PM 3: 08  
RECEIVED  
TOWN OF WAYLAND  
TOWN CLERK

**BOARD OF SELECTMEN**  
**Monday, June 10, 2019**  
**7:00 p.m.**  
**Wayland Town Building**  
**Selectmen's Meeting Room**  
**41 Cochituate Road, Wayland, MA**

**Proposed Agenda – Page Two**

- 8:35 pm 8. Open Meeting Law: Review and discuss response for complaint filed by George Harris on May 29, 2019
- 8:40 pm 9. Minutes: Vote to approve Board of Selectmen minutes of May 20, 2019 and June 3, 2019
- 8:45 pm 10. Consent Calendar: Review and vote to approve (see separate sheet)
- 8:50 pm 11. Correspondence Review
- 8:55 pm 12. Selectmen's reports and concerns
- 9:00 pm 13. Topics not reasonably anticipated by the Chair 48 hours in advance of the meeting, if any
- 9:05 pm 14. Enter into Executive Session
- I. Pursuant to Massachusetts General Laws, Chapter 30A, Section 21 (a) (6) to discuss the purchase, exchange, lease or value of real estate with respect to the Town's agreement with Twenty Wayland, LLC, relative to property and development located off 400-440 Boston Post Road and,
  - II. Pursuant to Massachusetts General Laws Chapter 30A, Section 21(a) (6) to consider the purchase, exchange, taking, lease or value of real estate in regard to the Rivers Edge Project at 484-490 Boston Post Road and,
  - III. Pursuant to Massachusetts General Laws, Chapter 30A, Section 21 (a) (3) to discuss and strategy with respect to litigation – Stephen Cass v. Town of Wayland, and
  - IV. Pursuant to Massachusetts General Laws, Chapter 30A, Section 21 (a) (3) to discuss strategy with respect to litigation related to Kenneth Nelson v. Town of Wayland, et al.
- 9:35 pm 15. Adjourn

**BOARD OF SELECTMEN**  
**Monday, June 10, 2019**  
**7:00 p.m.**  
**Wayland Town Building**  
**Selectmen's Meeting Room**  
**41 Cochituate Road, Wayland, MA**

**CONSENT CALENDAR**

1. Vote the question of approving and signing the weekly payroll and expense warrants
2. Vote to authorize the transfer of funds from the Board of Selectmen budget to pay Town Meeting vendors (*complete information will be available on Monday, June 10, 2019*)
3. Vote the question of approving and signing invoice #120893 from KP Law, dated May 23, 2019, for professional services rendered through April 30, 2019, in the amount of \$64.75
4. Vote the question of approving and signing invoice #121013 from KP Law, dated May 23, 2019, for professional services rendered through April 30, 2019 in the amount of \$8,548.67
5. Vote the question of approving the application to sell Wine at the Wayland Summer Farmers' Market at Russell's Garden Center, 397 Boston Post, for 1634 Meadery, Dan Clapp, Manager, on July 3, 2019; July 31, 2019; August 28, 2019; and September 25, 2019
6. Vote the question of approving the application to sell Wine at the Wayland Summer Farmers' Market at Russell's Garden Center, 397 Boston Post, for Aaronap Cellars, Noel Powell, Manager, on July 24, 2019; and September 4, 2019
7. Vote the question of approving the application to sell Wine at the Wayland Summer Farmers' Market at Russell's Garden Center, 397 Boston Post, for Stoneybrook Cider, Michael Lamontage, Manager, July 10, 2019; August 21, 2019; September 18, 2019; and October 2, 2019 (*conditional approval pending receipt of payment*)
8. Vote the question of approving the application to sell Wine at the Wayland Summer Farmers' Market at Russell's Garden Center, 397 Boston Post, for House Bear Brewing, Carl Hirschfeld, Manager, July 17, 2019; August 14, 2019; and October 9, 2019
9. Vote the question of approving the application to sell Wine at the Wayland Summer Farmers' Market at Russell's Garden Center, 397 Boston Post, for Mill River Winery, Rick Rousseau, Manager, on June 26, 2019; August 7, 2019; and September 11, 2019 (*conditional approval pending receipt of completed paperwork and payment*)
10. Vote to approve and sign HUD Capital Fund Program Annual Contributions Amendment



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  
THOMAS FAY  
CHERRY C. KARLSON  
DOUGLAS A. LEVINE

**REVISED**  
**BOARD OF SELECTMEN**  
**Monday, June 10, 2019**  
**7:00 p.m.**  
**Wayland Town Building**  
**Selectmen's Meeting Room**  
**41 Cochituate Road, Wayland, MA**

**Proposed Agenda**

*Note: Items may not be discussed in the order listed or at the specific time estimated. Times are approximate. The meeting likely will be broadcast and videotaped for later broadcast by WayC. AM.*

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  - 6. Public Records Update
  - 7. Oxbow Meadows Field Project Update
  - 8. Massachusetts General Law 61 B: Rod and Gun Club change of use
  - 9. FY21 Budget Schedule Update
  - 10. Transfer of funds from the Board of Selectmen budget to pay Town Meeting vendors

RECEIVED  
TOWN OF WAYLAND  
TOWN CLERK  
2019 JUN -7 AM 10:29

**BOARD OF SELECTMEN**  
**Monday, June 10, 2019**  
**7:00 p.m.**  
**Wayland Town Building**  
**Selectmen's Meeting Room**  
**41 Cochituate Road, Wayland, MA**

**Proposed Agenda – Page Two**

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**BOARD OF SELECTMEN**  
**Monday, June 10, 2019**  
**7:00 p.m.**  
**Wayland Town Building**  
**Selectmen's Meeting Room**  
**41 Cochituate Road, Wayland, MA**

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10. Vote to approve and sign HUD Capital Fund Program Annual Contributions Amendment
11. Vote to authorize Louise Miller, Town Administrator, or Cherry Karlson, Chair, Board of Selectmen, to sign Local Initiative Program Regulatory Agreement and Declaration of Restrictive Covenants for Rental Project Local Action Units





Throughout the Town, when filing a revised agenda, we have not made a practice of noting the date and time of the original filing. As a result of this complaint, the Board informed all committee chairs and the Town Clerk to note the date and time as shown in OML 2013-44 (above) on revised agendas. We will also continue the practice of noting REVISED AGENDA and highlighting the changes on any revised agendas that are posted.

You request two actions of the Board.

1. To admit in open session the alleged violation of the Open Meeting Law. The Board discussed your complaint and this letter at its July 15, 2019 meeting. It acknowledges your complaint and admits to having unintentionally violated the Open Meeting Law by not noting the original posting date and time on the revised agenda.
2. To comply with the Open Meeting Law in giving proper notice to the public of meetings, particularly where a notice revision occurs within 48 hours prior to a meeting. The Board will continue to strive to fully inform the public of the topics to be discussed with thorough agendas and with revised agendas showing the original and revised filing dates and times.

Sincerely,

Cherry C. Karlson  
Chair, Wayland Board of Selectmen

**Attachments:**

1. Open Meeting Law Complaint Form, filed on June 7, 2019
2. Notice from Board of Selectmen to Committee Chairs and Town Clerk re: Posting Revised Agendas

cc: Board of Selectmen, Town of Wayland  
Louise Miller, Wayland Town Administrator  
Anna Ludwig, Wayland Town Clerk  
Mira Netsky, Paralegal, Attorney General's Office Division of Open Government  
Carrie Benedon, Director, Attorney General's Division of Open Government

DRAFT

To: All Board, Committee and Commission Chairs  
From: Board of Selectmen  
Date: July 16, 2019  
Subject: Revised Agendas – compliance with Open Meeting Law

The Board of Selectmen received an Open Meeting Law (OML) complaint about information contained on a revised agenda posting. We share this information to ask that all boards, committees and commissions adopt this requirement to comply with the OML:

When posting a revised agenda within 48 hours of a posted meeting, 940 CMR 29.03(1)(d) requires and OML determination 2019-61 (dated June 3, 2019) clarifies that

Notices that are revised within the 48 hours before the meeting must conspicuously record both the date and time that it was posted and the date and time that the notice was originally posted.

OML 2013-44 (dated April 9, 2013) offers the Attorney General's suggestion of how to notate the date and time information on subsequent postings:

Example:       Posted: October 30, 2012 at 3:54 P.M.  
                  Updated: November 6, 2012 at 10:43 A.M.

**Therefore, when filing a revised agenda within 48 hours of a posted meeting, please be certain to note both the original posting date and time and the updated posting date and time (Town Clerk's time stamp).** Additionally, please continue the practice of noting REVISED AGENDA and highlighting the changes on any revised agenda that is posted.

Thank you for your continued efforts to comply with the Open Meeting Law.

Cc:   Town Administrator, Louise Miller  
      Town Clerk, Anna Ludwig  
      Department Heads



# TOWN OF WAYLAND

41 COCHITUATE ROAD  
WAYLAND, MASSACHUSETTS 01778

TOWN BUILDING  
41 COCHITUATE ROAD  
Assessors' Office (508) 358-3788  
Selectmen's Office (508) 358-6721  
[www.wayland.ma.us](http://www.wayland.ma.us)

VETERANS' SERVICE AGENT  
Tel. (781) 850-5504

## WAYLAND VETERAN SERVICES FY 2020 PROPERTY TAX CREDIT PROGRAM The Valor Act

### Procedure:

1. Applications for the Veterans' Property Tax Credit Program will be available from the Assessors' Office.
2. Completed applications will be logged in by the Assessors' Offices.
3. After being logged in, completed applications will be sent to the Veteran's Agent for eligibility verification.
4. The eligibility verification will be reviewed by the Board of Assessors for approval.
5. Approved applications will be sent to the Human Resources manager, who will place the Veteran with one or more departments to satisfy the applied-for work hours.
6. Time sheets verifying hours worked will be completed by the department managers and returned to the Human Resources Manager.
7. A certificate of completion will be signed by the Human Resources Manager and reviewed by the Board of Assessors of approval for payment from the overlay account.
8. Approved certificates of completion will be returned to the Human Resources Manager who will enter Payroll.
9. The Finance Department will process the Payroll applying all required deductions.
10. The Collector will credit the net amount of the pay advice to the Veteran's property tax bill.

  
Louise L. E. Miller,  
Town Administrator

11.) TA's Report  
2.) Valor Act



# TOWN OF WAYLAND

41 COCHITUATE ROAD  
WAYLAND, MASSACHUSETTS 01778

TOWN BUILDING  
41 COCHITUATE ROAD  
Assessors' Office (508) 358-3788  
Selectmen's Office (508) 358-6721  
[www.wayland.ma.us](http://www.wayland.ma.us)

VETERANS' SERVICE AGENT  
Tel. (781) 850-5504

## WAYLAND VETERAN SERVICES FY 2020 PROPERTY TAX CREDIT PROGRAM The Valor Act

The Town of Wayland has adopted Massachusetts General Law Chapter 59 Section 5N, which allows Veterans to earn up to fifteen hundred dollars (\$1,500.00) annually in credit to apply to their property tax bill by working in a municipal department augmenting the existing work force. To be eligible for the program, an individual must be a Veteran and must reside at the property for which the tax credit is sought. If the veteran is deceased or has a service-connected disability, a spouse can participate in this program. Each owner of the property who meets the eligibility criteria can apply for and participate in the program.

Consistent with the General Laws, participants will be credited service time at the State's current minimum wage rate at the start of the program, July 1, 2019. The amount of the credit earned will be applied as a credit to the participant's annual property tax bill.

The Veterans' Agent will certify initial eligibility. The Veterans' Agent, the Assessors' Office and the Selectmen's Office will jointly oversee the process and determine work assignments. Participants assigned to specific positions must agree to a CORI check (criminal background) prior to placement.

Applications for participation in the FY20 program will be accepted beginning on Monday, July 1, 2019. Applications may be submitted to the Assessors' Office. A Certificate of Completion of work must be submitted **NO LATER** than March 31, 2020 in order for the participant to receive credit for service hours in the fiscal year's tax bill. Any forms submitted after March 31, 2020 will be used to issue credit on the following fiscal year's tax bill. Under no circumstances will any participant receive more than the \$1,500 credit in any fiscal year under this program.

**WAYLAND VETERAN PROPERTY TAX CREDIT PROGRAM  
THE VALOR ACT**

***GUIDELINES***

- Applicants must be a Veteran or eligible spouse of a Veteran and reside in a Wayland owner-occupied home.
- Applications will be accepted in the Assessors' office beginning July 1, 2019. Should applications exceed available slots, a lottery will be held to determine the order in which applications are accepted. Application does not guarantee a slot.
- Department needs will be matched to applicants skills and ability. Final decisions on placement are made by Department Heads.
- Applicants must be a Veteran at time of application. The Wayland Veterans' Agent will verify eligibility.
- Applicants are subject to a satisfactory CORI (criminal background check) prior to an assignment.
- Minimum work assignments will be 2 hours/day unless otherwise approved by the Department Head.
- A progress report of hours worked is required by December 31<sup>st</sup>. The total work assignment must be completed by March 31<sup>st</sup> unless otherwise approved.
- The rate per hour of service shall not exceed the Commonwealth of Massachusetts minimum wage of \$12.00 per hour in 2019. This rate will be used to compute the tax reduction and shall not exceed \$1,500.00 per year.
- There is no income limitation for program eligibility.
- The maximum number of participants in the Veteran tax work-off program will be 30 in each fiscal year (July 1 – June 30).
- The tax reduction will be applied as a credit.

**WAYLAND VETERAN PROPERTY TAX CREDIT PROGRAM**  
***THE VALOR ACT APPLICATION***

NAME OF APPLICANT: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ MAP & LOT: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_ SOC. SEC. #: \_\_\_\_-\_\_\_\_-\_\_\_\_

Are you a Veteran?                      yes       no

Do you have a copy of DD Form 214?      yes       no

Do you receive any other exemptions?      yes       no

If yes, which exemption: \_\_\_\_\_

Do you reside at the above address?      yes       no

(Taxpayer must reside at the address listed for the Property Tax Credit).

Is a copy of the most recent tax bill attached?      yes       no

Work experience/skills:

\_\_\_\_\_  
\_\_\_\_\_

Type of work you would like to perform: \_\_\_\_\_

Work-site preference: \_\_\_\_\_

Work restriction(s): \_\_\_\_\_

I attest that the information above is accurate and true to the best of my knowledge and that I have read the program information, requirements, restrictions and procedures, and know that I may refer questions to the Veterans Agent.

Taxpayer: \_\_\_\_\_ Date: \_\_\_\_\_

Reviewed and approved by:

\_\_\_\_\_  
Veterans' Agent                      Date: \_\_\_\_\_

**WAYLAND VETERAN PROPERTY TAX CREDIT PROGRAM  
THE VALOR ACT**

***ELIGIBILITY VERIFICATION  
OFFICE OF THE BOARD OF ASSESSORS***

The application form of taxpayer \_\_\_\_\_  
residing at \_\_\_\_\_  
(Assessor's Map & Parcel \_\_\_\_\_) has been reviewed and  
determined to meet the eligibility criteria for participation in the Wayland Veteran  
Property Tax Credit Program.

The verification of completion must be submitted on or before **March 31, 2020** to be  
applied to the fiscal year 2020 tax bill. Verification submitted after that date will be  
applied to the next fiscal year. Verification of completion forms must be submitted to the  
Office of the Board of Assessors. The March 31<sup>st</sup> deadline cannot be extended or waived  
by the Board of Assessors for any reason.

Reviewed by: \_\_\_\_\_ Date: \_\_\_\_\_  
Log number: \_\_\_\_\_

Approved by Board of Assessors:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The application form of taxpayer \_\_\_\_\_  
residing at \_\_\_\_\_  
has been reviewed and determined not to meet the eligibility criteria for participation in  
the Wayland Veteran Property Tax Credit Program, for the following reason(s):

\_\_\_\_\_  
\_\_\_\_\_

Reviewed By: \_\_\_\_\_ Date: \_\_\_\_\_

Cc: Taxpayer, Veterans Agent, Human Resources Manager



**WAYLAND VETERAN PROPERTY TAX CREDIT PROGRAM  
THE VALOR ACT**

***SITE REQUEST WORK FORM***

Date: \_\_\_\_\_

1. Department: \_\_\_\_\_

2. Interested in participating in the Veteran Tax Credit Program Yes \_\_\_ No \_\_\_\_\_

3. Indicate the type of position to be filled. Use a separate form for each position.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. Please list required skills.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. Indicate the number of hours necessary to complete the above task: \_\_\_\_\_

I understand, as the Department Head, that I have the right to select or reject an applicant based upon qualifications. I also understand that once an applicant is placed, I am responsible for training, supervising and documenting the hours worked.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**OFFICIAL USE ONLY**

**WAYLAND VETERAN PROPERTY TAX CREDIT PROGRAM  
THE VALOR ACT**

**MONTHLY PARTICIPATION LOG**

Name: \_\_\_\_\_ Log Number: \_\_\_\_\_

Work-site: \_\_\_\_\_

Department: \_\_\_\_\_

MONTH: \_\_\_\_\_ YEAR: \_\_\_\_\_

Date	Time In	Time Out	Daily Total Hours	Comments
1 <sup>st</sup>				
2 <sup>nd</sup>				
3 <sup>rd</sup>				
4 <sup>th</sup>				
5 <sup>th</sup>				
6 <sup>th</sup>				
7 <sup>th</sup>				
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26 <sup>th</sup>				
27 <sup>th</sup>				
28 <sup>th</sup>				
29 <sup>th</sup>				
30 <sup>th</sup>				
31 <sup>st</sup>				

Signature of Work-site Department Head:

**WAYLAND VETERAN PROPERTY TAX CREDIT PROGRAM  
THE VALOR ACT**

***CERTIFICATE OF COMPLETION***

**LOG NUMBER:** \_\_\_\_\_

**Taxpayer:** \_\_\_\_\_, the owner of parcel at:

**Address:** \_\_\_\_\_ **Assessor's Map and Parcel:** \_\_\_\_\_

has completed \_\_\_\_\_ hours of service at the rate of \$12.00 per hour to be credited toward the fiscal year 2020 tax bill. The total amount of the abatement for property tax assessed at the address listed under this program is \_\_\_\_\_.

\_\_\_\_\_  
**Human Resources Manager**

\_\_\_\_\_  
**Date**

**Approved by Board of Assessors:**

_____	_____
_____	_____
_____	_____

**Cc: Taxpayer, Treasury, Human Resources**

12.) Draft BoS  
Minutes of  
June 26, 2019



# TOWN OF WAYLAND

41 COCHITUATE ROAD  
WAYLAND, MASSACHUSETTS 01778

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

BOARD OF SELECTMEN  
LEA T. ANDERSON  
MARY M. ANTES  
THOMAS J. FAY  
CHERRY C. KARLSON  
DOUGLAS A. LEVINE

## DRAFT

### Board of Selectmen

### Meeting Minutes

June 26, 2019

7:00 p.m.

Wayland Town Building  
Selectmen's Meeting Room  
41 Cochituate Road, Wayland

**Attendance:** Lea T. Anderson, Mary M. Antes, Cherry C. Karlson, Thomas J. Fay, Douglas A. Levine  
(arrived at 7:05 p.m.)

**Also Present:** Town Administrator Louise Miller, Assistant Town Administrator Elizabeth Doucette

**A1. Call to Order by Chair C. Karlson** called the meeting of the Board of Selectmen to order at 7:03 p.m. in the Selectmen's Meeting Room in the Wayland Town Building when a quorum was present, noted that the meeting will likely be broadcast and videotaped for later broadcast by WayCAM, and reviewed the agenda for the public.

**A2. Announcements and Public Comment** The Annual Water Quality Report is available. There was a ribbon cutting for the MWRTA's Route 20 Shuttle on Monday. There will be three runs in the morning and three in the evening. On behalf of the Board C. Karlson recognized and thanked Fire Chief D. Houghton for his service and friendship. He is retiring and has served the Town of Wayland's Fire Department for 38 years.

Duane Galbi, Stonebridge Rd., commented on the recent ZBA decision approving the cell tower. He asked if federal land or MWRRA property could be considered as an alternative location.

**A3. Financial Advisor Contract: Discuss and vote to approve** L. Miller said the Town received three proposals and discussed the process of reviewing and selecting the proposals. L. Miller stated she thought the services provided by Hilltop Securities was the most advantageous for the Town. D. Levine asked if L. Miller knows of any other towns who work with Hilltop Securities. L. Miller said she did. She noted that one of the factors that were looked at closely is if any key Town staff have previously worked with members of Hilltop Securities. She said some have and she herself worked with them in another role. She noted there's been a change in personnel at Unibank and it lined up nicely with the end of the Town's contract with them. She also offered to have someone from Hilltop Securities come in to talk to the Board on July 15. She asked the Board to support and approve her recommendation.

M. Antes moved, seconded by D. Levine, that the Board of Selectmen authorize L. Miller to award and negotiate the Financial Advisor contract with Hilltop Securities. YEA: L. Anderson, M. Antes, C. Karlson, T. Fay, D. Levine. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

**A4. FY 2019 Fiscal Year End Line Item Transfers: Vote to approve line item transfers** L. Miller explained that the Municipal Modernization Act allows fiscal year end line item transfers. She said it allows the Town to balance the budget by transferring funds. The amount requested is \$125,963. She briefly went over the line items. She stated they will be reflected in the FY19 actuals.

L. Anderson moved, seconded by M. Antes, that the Board of Selectmen approve the FY2019 Fiscal Year End Line Item Transfers in the amount of \$125,963. YEA: L. Anderson, M. Antes, C. Karlson, T. Fay, D. Levine. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

**A5. Board and Committee Appointments:** C. Karlson noted that there is a date change for two positions on the Municipal Affordable Housing Trust Fund Board. The term ending date should be June 30, 2021. C. Karlson went over the current status of positions available.

**1. Vote to appoint the following:**

<b>Committee</b>	<b>Volunteer</b>	<b>Term Ending Date</b>
Community Preservation Committee	Susan Green	June 30, 2022
Community Preservation Committee	Gretchen Schuler	June 30, 2022
Constable for the Town of Wayland	William Pickett, Jr.	June 30, 2022
Constable for the Town of Wayland	Louis Gaglini	June 30, 2022
Council on Aging	Nancy Leifer	June 30, 2022
Council on Aging	William Sterling	June 30, 2022
Council on Aging	Denise Yurkofsky	June 30, 2022
Cultural Council	Rachel Sideman-Kurtz	June 30, 2022
Dog Control Appeals Board	Jeffrey Baron	June 30, 2022
Dog Control Appeals Board	Susan Wagner	June 30, 2022
Energy and Climate Committee	Anne Harris	June 30, 2022
Energy and Climate Committee	William Huss	June 30, 2022
Historic District Commission	Caitlin Ahem	June 30, 2022
Historic District Commission	Margery Baston	June 30, 2022
Historic District Commission	Seema Mysore	June 30, 2022
Historic District Commission	Kathleen Steinberg	June 30, 2022
Historical Commission	Katherine Gardner-Westcott	June 30, 2022
Historical Commission	Ann Gordon	June 30, 2022
Metropolitan Area Planning Council	Mary Antes	June 30, 2022
Metro West Regional Transit Advisory Board	Joseph Nolan	June 30, 2022
Municipal Affordable Housing Trust Fund Board	Mary Antes	June 30, 2022
Municipal Affordable Housing Trust Fund Board (Housing)	Susan Weinstein	June 30, 2022
Permanent Municipal Building Committee	Michael Gitten	June 30, 2022
Personnel Board	Miranda Jones	June 30, 2024
Senior Tax Relief Committee	Stephen Colella	June 30, 2022
Surface Water Quality Committee	Elizabeth Newton	June 30, 2022
Youth Advisory Committee	Sarah Greenaway	June 30, 2021
Youth Advisory Committee (Health)	Lisa Raferty	June 30, 2021

M. Antes moved, seconded by T. Fay, the Board of Selectmen reappoint the following people listed in the packet, as amended. YEA: L. Anderson, M. Antes, C. Karlson, T. Fay, D. Levine. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

**2. Interview and potential vote to appoint Adam Gutbezahl to a three-year term on the Finance Committee** Adam Gutbezahl appeared before the Board and discussed how his professional experience and background would be helpful as a member of the Finance Committee. D. Levine asked him if he was able to dedicate substantial time to FinCom and if so how would he do it. A. Gutbezahl said he's aware of the time commitment and he's not concerned. L. Anderson asked him to elaborate on his finance experience. C. Karlson said Town Counsel had looked into a Finance Committee member serving on other boards and in this case there is not an obvious conflict. T. Fay asked A. Gutbezahl how his litigation background would help him in this role.

D. Levine moved, seconded by L. Anderson, that the Board of Selectmen vote to appoint Adam Gutbezahl to a three-year term on the Town's Finance Committee expiring on June 30, 2022. YEA: L. Anderson, M. Antes, C. Karlson, T. Fay, D. Levine. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

**A6. Select Board/Town Manager Act Update on draft; discuss communications plan including setting dates for community forums; review discussion presentation (to be distributed at meeting)**

The updated draft is online and information will be sent out to the local press. L. Anderson suggested using the liaison assignment list as a starting point to start reaching out to individual Boards and Committees to see who would be interested in having a visit to discuss the draft in detail. L. Anderson also suggested having listening sessions for residents. A discussion ensued about when the best time is to hold the sessions. The Board reviewed the presentation slides. Several Board members made suggestions. C. Karlson said the Finance Committee and the Recreation Commission has asked her to come talk about the Select Board/Town Manager Act. C. Karlson asked Board members to send any changes to T. Hegarty.

**A7. Town Administrator's Report**

- 1. Verizon Cell Tower Update** L. Miller reported that following the ZBA's decision, the next step for Verizon is to appear before the Planning Board for a site review plan. L. Miller said she has received a few phone calls asking the Town to push to get the cell tower on state MWRA property. She said the Town should be receiving a letter from Wayland Rod & Gun Club soon. T. Fay stated that the Town has no legal authority to tell Verizon where to put the cell tower. L. Miller said she would contact Verizon and ask if they would consider MWRA land for the cell tower.
- 2. Committee Appointments Update** See above vote.
- 3. Fire FLSA Update** L. Miller reported that all contracts regarding Fair Labor Standards Act overtime are settled. It has been a nine-month effort.
- 4. Public Records Requests Update** L. Miller reported that T. Hegarty put together all the public record requests that are not from residents. They are from folks who are using the documents for commercial or other purposes. She said if the requests are being used for commercial purposes the Town does not have to provide them and it will go through an appeal process. She discussed the process the Town would take. L. Anderson suggested sending the list with a cover letter to Wayland's legislators. C. Karlson commented that the Board's budget request of the Finance Committee for more personnel help in the Town Administrator's office to deal with FOIA gained no traction. Perhaps this information should used to make the argument.
- 5. Waiver of Permit Fees for Council on Aging Program to Replace Smoke Detectors** L. Miller explained that if smoke detectors are not hard wired there is no fee required. This is a request to waive the fee for seniors for replacing hard-wired smoke detectors.
- 6. Use of Compostable Bags by Wayland Business Update** L. Miller confirmed that the bags distributed a few meetings ago are degradable. C. Karlson reported that she consulted with Paul Dale, petitioner of the plastic bag ban article. L. Miller said that two business owners have brought up wanting to use the compostable bags. She said if there's a change to the bylaw the Board of Selectmen would be the sponsoring body.  
Paul Dale appeared before the Board and discussed some of his observations. He addressed his hesitation of precedent setting and discussed that there is a bill at the state level for a plastic bag ban.
- 7. River's Edge Project at 484-490 Boston Post Road Update** L. Miller reported that Wood Partners has filed an application with the ZBA. They are on the schedule for July 23, 2019. The project is moving forward.
- 8. The Valor Act** L. Miller reported that this item came to her attention today. She discussed the Valor Act (tax credit program for veterans) and stated the BOA believes this is a program that they should be administering. She explained that the Town wasn't going to change the program; they were updating it and correcting information. The HR Manager will be the coordinator between BOA, Treasurer, and Finance Department. She briefly discussed how the program is different from the senior tax work off program. L. Miller said the Town has had interest from four veterans.

**A8. Minutes: Vote to approve Board of Selectmen minutes of June 3, 2019; June 10, 2019 and June 21, 2019**

L. Anderson moved, seconded by D. Levine, that the Board of Selectmen approve the regular session minutes of June 3, 2019; June 10, 2019 and June 21, 2019, as amended. YEA: L. Anderson, M. Antes, C. Karlson, T. Fay, D. Levine. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

**A9. Consent Calendar: Review and vote to approve (see separate sheet)**

1. Vote the question of approving and signing the weekly payroll and expense warrants
2. Vote the question of approving a waiver of permit fees for the Council on Aging Program to Replace Smoke Detectors

3. Vote the question of approving and signing the Affordable Housing amendment to the Inter-municipal Agreement with Regional Housing Services Office
4. Vote the question of approving and signing invoice #16 from Valerio, Dominello & Hillman, LLC, dated June 7, 2019, for legal services rendered through May 31, 2019, in the amount of \$66.00
5. Vote the question of approving and signing invoice# 121272 from KP Law, dated June 14, 2019 for professional service through May 31, 2019 in the amount of \$240.50
6. Vote the question of approving and signing invoice # 121352 from KP Law, dated June 14, 2019 for professional service through May 31, 2019 in the amount of \$930.78
7. Vote to approve expenditure of \$15,000 from the Dudley Pond Grant Account to engage Solitude Lake Management for the provision of herbicide treatment of Eurasian watermilfoil, as recommended by the Surface Water Quality Committee.

The Board discussed item #7. It was decided that in addition to putting it on the website, L. Miller would reach out to the Surface Water Quality Committee to raise concern and ask for their communication plan. She would also suggest a reverse 911 call.

M. Antes moved, seconded by L. Anderson, to approve the Consent Calendar, as amended. YEA: L. Anderson. M. Antes, T. Fay, C. Karlson, D. Levine. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

**A10. Correspondence Review** The Board discussed the correspondence regarding the interest of purchasing land at 412 Commonwealth Road (item #2) and the cost examination for Wayland Meadows (#3). The Town's response to the Open Meeting Law complaint from resident George Harris was also noted (item #4) as well as the resignation of Jonathan Sachs, as chair and member of the Zoning Board of Appeals (item #7). The Board noted the comments from Ann Gordon (item #16) regarding the breakfast event held for Fire Chief D. Houghton's retirement.

**A11. Selectmen's reports and concerns** L. Miller discussed the Town staff barbeque that was held and said it was a fun event with music and trivia. M. Antes asked if the two resignations from the Finance Committee were a part of a bigger problem or was it just a lifestyle change. The Board thanked J. Gorke and K. Shigley for their service. C. Karlson said she is working on the Town Meeting article submission forms and the budget process document. She also said she is working on releasing executive session minutes. M. Antes noted that Wayland's Public Health Nurse Ruth Mori was recognized in the paper. She also noted that the MAPC and others are discussing how towns should prepare for the census. She said that some towns have set up census committees. M. Antes discussed possible dates for The Citizen's Academy in the fall.

**A12. Topics not reasonably anticipated by the Chair 48 hours in advance of the meeting, if any:**  
None.

**A13. Enter into Executive Session: Pursuant to Massachusetts General Laws, Chapter 30A, Section 21 (a) (6) to discuss the purchase, exchange, lease or value of real estate with respect to the Town's agreement with Twenty Wayland, LLC, relative to property and development located off 400-440 Boston Post Road, and Pursuant to Massachusetts General Laws, Chapter 30A, Section 21 (a) (3) to discuss strategy with respect to litigation--Ordway MCAD action, and Pursuant to Massachusetts General Laws, Chapter 30A, Section 21 (a) (3) to discuss and strategy with respect to litigation – Stephen Cass v. Town of Wayland, and Pursuant to Massachusetts General Laws, Chapter 30A, Section 21 (a) (3) and (6) to review and approve the executive session minutes of June 3, 2019 and June 10, 2019 VOTE TO APPROVE AND HOLD: Executive session minutes of June 3, 2019 and June 10, 2019, and Pursuant to Massachusetts General Laws, Chapter 30A, Section 21 (a) (3) review and consider for potential release the following executive session minutes: June 25, 2018; October 1, 2018 and November 19, 2018, and VOTE TO APPROVE AND POTENTIALLY RELEASE WITH REDACTIONS: Executive sessions minutes of June 25, 2018; October 1, 2018 and November 19, 2018 At 9:18 p.m., 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) (6) to discuss the purchase, exchange, lease or value of real estate with respect to the Town's agreement with Twenty Wayland, LLC, relative to property and development located off 400-440 Boston Post Road, and Pursuant to Massachusetts General Laws, Chapter 30A, Section 21 (a) (3) to discuss strategy with respect to litigation--Ordway MCAD action, and Pursuant to Massachusetts General Laws, Chapter 30A, Section 21 (a) (3) to discuss and strategy with respect to litigation – Stephen Cass v. Town of Wayland, and Pursuant to**

Massachusetts General Laws, Chapter 30A, Section 21 (a) (3) and (6) to review and approve the executive session minutes of June 3, 2019 and June 10, 2019 VOTE TO APPROVE AND HOLD: Executive session minutes of June 3, 2019 and June 10, 2019, and Pursuant to Massachusetts General Laws, Chapter 30A, Section 21 (a) (3) review and consider for potential release the following executive session minutes: June 25, 2018; October 1, 2018 and November 19, 2018, and VOTE TO APPROVE AND POTENTIALLY RELEASE WITH REDACTIONS: Executive sessions minutes of June 25, 2018; October 1, 2018 and November 19, 2018.

The Chair declares 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. Levine. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0. The Chair invites attendance by Louise Miller, Town Administrator, Elizabeth Doucette, Assistant Town Administrator. The Board will reconvene in approximately 30 minutes for the purpose of releasing the minutes and adjourning.

D. Levine left the meeting at 9:19 p.m.

The Board returned to open session at 10:04 p.m.

**A12. Topics not reasonably anticipated by the Chair 48 hours in advance of the meeting, if any:** C. Karlson noted that the Town Administrator needs signing authority from the Board during the holiday next week for the warrant.

M. Antes moved, seconded by T. Fay, to authorize the Town Administrator to sign the Warrant. YEA: L. Anderson, M. Antes, T. Fay, C. Karlson, NAY: none. ABSENT: D. Levine. ABSTAIN: none. Adopted 4-0.

**A14. Vote to approve and release with redactions: Executive sessions minutes of June 25, 2018; October 1, 2018 and November 19, 2018**

M. Antes moved, seconded by L. Anderson, that the Board of Selectmen approve and release with redactions the Executive session minutes of June 25, 2018; October 1, 2018 and November 19, 2018. YEA: L. Anderson, M. Antes, T. Fay, C. Karlson. NAY: none. ABSENT: D. Levine. ABSTAIN: none. Adopted 4-0.

**A15. Adjourn** L. Anderson moved, seconded by M. Antes, to adjourn the meeting at 10:06 p.m. YEA: L. Anderson, M. Antes, T. Fay, C. Karlson. NAY: none. ABSENT: D. Levine. ABSTAIN: none. Adopted 4-0.

#### **Items Distributed for Information and Use by the Board of Selectmen at the Meeting of June 26, 2019.**

1. Newspaper clipping about Ruth Mori, Wayland Board of Health Nurse (presented during announcements and public comments portion of meeting)
2. Chart of non-resident public records requests completed and/or in process from April 1, 2019 – June 25, 2019
3. Fiscal 2019 Year End Transfers
4. Correspondence to Board of Selectmen, from Louise Miller, Town Administrator, dated June 26, 2019, re: Award of Three-Year Financial Advisory Services Contract to Hilltop Securities, Inc.
5. An Act Establishing a Select Board and the Position of Town Manager in the Town of Wayland dated June 25, 2019 (Power Point Presentation for the November 2019 Special Town Meeting)
6. Amendment to the Regional Housing Services Office agreement (distributed during Consent Calendar review)

#### **Items Included as Part of Agenda Packet for Discussion During the June 26, 2019 Board of Selectmen's Meeting**

1. Board of Selectmen Appointments –Status as of June 24, 2019
2. Appointments to Town Boards and Committees (Board of Selectmen procedures)
3. Resume of Wayland resident Adam Gutbezahl
4. Correspondence from Louise Miller, Town Administrator, to Board of Selectmen, dated June 26, 2019, re: Waiver of Permit Fees for Council on Aging Program to Replace Smoke Detectors
5. Correspondence from Fire Chief Houghton, to the Board of Selectmen, dated June 11, 2019, re: Waiving Permit Fees for Smoke Detector Program
6. Correspondence from Paul Dale, to Cherry Karlson, Chair, Board of Selectmen, dated June 15, 2019, re: Compostable bags and Green CCA (Includes copy of Mass Climate Action Network ppt "Green Aggregation: What it is, why it is important, how to do it.")



7. Correspondence from Paul Dale, to Cherry Karlson, Chair, Board of Selectmen, dated June 17, 2019, re: FYI – Guidelines on “Compostable” Claims (Includes information from section fifteen of the Federal Trade Commission’s Act 15 U.S.C. § 45)
8. Draft of Board of Selectmen meeting minutes of June 3, 2019
9. Draft of Board of Selectmen meeting minutes of June 10, 2019
10. Draft of Board of Selectmen meeting minutes of June 21, 2019

### **CORRESPONDENCE**

1. Correspondence from Thomas McEnaney, KP Law, to Clerk, Appellate Tax Board, dated June 7, 2019 re: Mahoney’s Garden Center v. Board of Assessors, Town of Wayland
2. Correspondence from Justin Hammerle, Development & Acquisitions, Picerne Real Estate Group, to Town of Wayland, rec’d June 10, 2019, re: interest in purchasing land at 412 Commonwealth Road, Wayland, MA 01778
3. Correspondence from Gregory Watson, Manager, Planning and Programs, to Louise Miller, Town Administrator, dated June 11, 2019, re: Cost Examination for Wayland Meadows, LLC
4. Correspondence from Cherry Karlson, Chair, Board of Selectmen, to Wayland resident George Harris, dated June 11, 2019, re: Open Meeting Law complaint filed May 29, 2019 (includes attachment of original complaint)
5. Correspondence from Wayland resident George Harris, to Carrie Benedon, Director, Division of Open Government, Office of the Attorney General, dated June 18, 2019, re: Pending Complaints Against Wayland Board of Selectmen
6. Correspondence from Kerry Anne Kilcoyne, Assistant Attorney General, Division of Open Government, to Sean Fair, Chair, Wayland Conservation Commission, dated June 20, 2019, re: Open Meeting Law Complaint, OML 2019-74
7. Correspondence from Jonathan Sachs, Chair, Wayland Zoning Board of Appeals, to Wayland Board of Selectmen, dated June 19, 2019, re: resignation as chair and member of Wayland Zoning Board of Appeals
8. Correspondence from William Pickett, Jr., to Board of Selectmen and Louise Miller, Town Administrator, dated May 31, 2019, re: reappointment as Constable for the Town of Wayland, Massachusetts
9. Correspondence from Sherre Greenbaum, to Board of Selectmen, dated June 19, 2019, re: request for reappointment to Conservation Commission and reappointment highlights
10. Correspondence from Wayland resident Molly Upton, to Board of Selectmen, Louise Miller, Town Administrator, and Teri Hegarty, Executive Assistant, dated June 23, 2019, re: ConCom reappointment of Sherre Greenbaum
11. Correspondence from Wayland resident Karl Klapper, to Board of Selectmen and Louise Miller, Town Administrator, dated June 23, 2019, re: reappointment of Sherre Greenbaum to Conservation Commission
12. Correspondence from Wayland resident Katherine Gardner-Westscott, to Louise Miller, Town Administrator, and the Board of Selectmen, dated June 23, 2019, re: Letter of Support for Sherre Greenbaum
13. Correspondence from Wayland resident Sheila Carel, to the Board of Selectmen, dated June 24, 2019, re: Support for Sherre Greenbaum’s reappointment as a member of the Wayland Conservation Commission
14. Copy of Memorandum of Agreement Between the Town of Wayland the Wayland Public Employee Committee (July 1, 2019 through June 30, 2022)
15. Survey comments from Wayland resident Any Oppenheim, received June 7, 2019, re: Economic Development Committee
16. Survey comments from Wayland resident Ann Gordon, received June 4, 2019, re: Historical Commission
17. Survey comments from Wayland resident Nancy Leifer, received June 4, 2019, re: Council on Aging Board
18. Comments from Wayland resident Susan Green, received June 6, 2019, re: Community Preservation Committee
19. Survey comments from Wayland resident Denise Yukofsky, received June 6, 2019, re: Council on Aging Board

20. Survey comments from Wayland resident Margery Baston, received June 6, 2019, re: Historic District Commission
21. Survey comments from Wayland resident Elizabeth Newton, received June 6, 2019, re: Surface Water Quality Commission
22. Survey comments from Wayland resident Katherine Gardner Westscott, received June 12, 2019, re: Historical Commission
23. Survey comments from Wayland resident Jen Gorke, received June 12, 2019, re: Finance Committee
24. Survey comments from Wayland resident Klaus Shigley, received June 17, 2019, re: Finance Committee
25. Report from Patrick Swanick, Chief of Police, to the Board of Selectmen, dated May 2019, re: Monthly Police Department Report
26. Report from Julia Junghanns, Director, Board of Health, to the Board of Selectmen, dated June 10, 2019, re: Board of Health Director's Report

**PUBLIC DOCUMENTS PROVIDED TO THE BOARD OF SELECTMEN FROM JUNE 25, 2019 THROUGH AND INCLUDING JULY 11, 2019 OTHERWISE NOT LISTED AND INCLUDED IN THE CORRESPONDENCE PACKET FOR JULY 15, 2019**

**Items distributed to the Board of Selectmen – JUNE 25, 2019 – JULY 11, 2019**

1. Correspondence from Lea Anderson to Cherry Karlson, Marty Antes, Doug Levine, Thomas Fay, dated July 2, 2019, re: Select Board /Town Manager Act – scheduling of meetings
2. Correspondence from Teri Hegarty, Executive Assistant, to the Board of Selectmen, dated June 26, 2019, re: FY 19 Year End Transfers
3. Correspondence from Teri Hegarty, Executive Assistant, to the Board of Selectmen, dated June 26, 2019, re: FY 19 Year End Transfers-with General Insurance (Updated)

**Items Distributed for Information and Use by the Board of Selectmen at the Meeting of June 26, 2019**

1. Newspaper clipping about Ruth Mori, Wayland Board of Health Nurse (presented during announcements and public comments portion of meeting)
2. Chart of non-resident public records requests completed and/or in process from April 1, 2019 – June 25, 2019
3. Fiscal 2019 Year End Transfers
4. Correspondence to Board of Selectmen, from Louise Miller, Town Administrator, dated June 26, 2019, re: Award of Three-Year Financial Advisory Services Contract to Hilltop Securities, Inc.
5. An Act Establishing a Select Board and the Position of Town Manager in the Town of Wayland dated June 25, 2019 (ppt for the November 2019 Special Town Meeting)
6. Amendment to the Regional Housing Services Office agreement (distributed during Consent Calendar review)

**Items included as part of the Agenda Packet for discussion during the July 15, 2019 Board of Selectmen Meeting**

1. Correspondence from Anna Ludwig, Town Clerk, to the Board of Selectmen, dated July 5, 2019, re: Appointment of Election Officers (includes table of appointed election officials)
2. Open Meeting Law Complaint filed by resident George Harris, June 27, 2019
3. Draft Open Meeting Law Complaint response to George Harris
4. Draft correspondence to Board, Committee and Commission Chairs, to the Board of Selectmen, dated July 16, 2019, re: Revised Agendas – compliance with Open Meeting Law
5. Cover sheet and resume of Nick Russo
6. Cover sheet and resume of Sherre Greenbaum
7. ZBA application of Bob Farrington (originally submitted on Dec. 14, 2018)
8. Resume of Frank Krasin
9. Resume of Katherine Schreiber
10. Resume of Joshua Wernig
11. Correspondence from Amber Carr, Director of Ecological Extension Service, Massachusetts Audubon Society, to Linda Hansen, Director of Conservation, dated May 30, 2019, re: bid to complete Management Plan for Greenways Conservation Area
12. Wayland Veteran Services FY2020 Property Tax Credit Program – The Valor Act
13. Draft Board of Selectmen meeting minutes of June 26, 2019
14. Correspondence from Thomas Grassia, General Counsel, to Cherry Karlson, Chair, Board of Selectmen, dated June 28, 2019, re: Chapter 61B Classification/4 Meadow View Road/Parcel 36C-003/Municipal Option to Purchase Notice

15. Draft FY 2021 Budget Schedule and Process July 15, 2019
16. Board of Selectmen Appointments – status as of July 11,2019

**Items Distributed for Information and Use by the Board of Selectmen at the Meeting of June 10, 2019 (Addendum)**

9. Settlement Agreement and Release, Trustees of the Residences at 89 Oxbow Condominium Trust v. Town of Wayland Recreation Department and Wayland Planning Board dated July 31, 2018 (presented during Public Comment by Lina Russo, 89 Oxbow)

**BOARD OF SELECTMEN**  
**Monday, July 15, 2019**  
**7:00 p.m.**  
**Wayland Town Building**  
**Selectmen's Meeting Room**  
**41 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 and signing the invoice # 129859 / 5415-001 from Anderson Kreiger dated June 24, 2019, for River's Edge Special Counsel in the amount of \$2,170
3. Vote the question of approving and signing the contract with Minuteman Library Network, Inc., 20-1008
4. Vote the question of approving and signing the contract for Demolition and Asbestos Abatement of Former DPW Building with Bourgeois Wrecking & Excavation, Inc., 19-1067
5. Vote the question of approving and signing the contract for Wayland Library Window Restoration with Weatherstrip, LLC, 19-1041
6. Vote to authorize Louise Miller, Town Administrator, to sign the contract for Floor Installation at Wayland Public Schools with Capital Carpet & Flooring Specialists, Inc., 19-1071
7. Vote the question of approving and signing the contract for Asbestos Abatement at Wayland Public Schools with Select Demo Services, LLC, 19-1072
8. Vote to authorize Louise Miller to sign the contract for Wayland Fire Station #2 Design Services with Allen Lieb Architects & Associates, P.C., 19-1048
9. Vote to authorize Louise Miller to sign the contract with Dan Sullivan of CliftonLarsonAllen, LLP
10. Vote the question of approving and signing the contract for Solitude Lake Management for treatment of Eurasian watermilfoil at Dudley Pond, 20-1003
11. Vote the question of approving and signing the contract for Solitude Lake Management for water chestnut harvesting at Heard Pond, 20-1002
12. Vote the question of signing a certificate of commendation for John Dawson Brown, the most recent Eagle Scout from Troop 1 Cochituate Boy Scouts. John and his team completely rebuilt the dilapidated garden beds behind the Wayland Middle School to better meet the needs of the Middle School Garden Club/ Green Team

2.) Anderson  
Kreiger Invoice  
# 129859/5415-001

# ANDERSON KREIGER

50 Milk Street, 21st Floor  
Boston, MA 02109  
(617) 621-6500  
EIN: 04-2988950

June 24, 2019

**RECEIVED**  
JUN 27 2019  
Board of Selectmen  
Town of Wayland

14605

16151002-  
52145

Town of Wayland  
Nan Balmer  
Town Administrator  
1st Floor, Selectmen's Office  
41 Cochituate Road, Wayland, MA 01778

RAM

Reference # 129859 / 5415-001

In Reference To: River's Edge Special Counsel

Professional Services

Hours      Amount

Total Current Billing:	<u>\$2,170.00</u>
Previous Balance Due:	\$0.00
<b>Total Now Due:</b>	<b>\$2,170.00</b>

**PLEASE NOTE: ALL BALANCES DUE WITHIN 30 DAYS**

**BOARD OF SELECTMEN**  
**Monday, July 15, 2019**  
**7:00 p.m.**  
**Wayland Town Building**  
**Selectmen's Meeting Room**  
**41 Cochituate Road, Wayland, MA**

**CORRESPONDENCE**

1. Correspondence from resident Jeff Licht to the Board of Selectmen and the Police Department, dated June 25, 2019 re: a stretch of Concord Road that is dangerous to pedestrians (initial correspondence from June 12, 2019 also included)
2. Correspondence from Chief Swanick to Teri Hegarty, Executive Assistant, dated July 9, 2019 re: concerns about stretch of Concord Road
3. Correspondence from Thomas Grassia, General Counsel, Wayland Rod and Gun Club, Inc., to Cherry Karlson, Chair, Board of Selectmen and Louise Miller, Town Administrator, dated June 28, 2019, re: Chapter 61B Classification/4 Meadow View Road/Parcel 36C-003 Municipal Option to Purchase Notice
4. Correspondence from Catherine Racer, Associate Director, Department of Housing and Community Development, to Cherry Karlson, Chair, Board of Selectmen, dated June 28, 2019, re: Local Initiative Program LAU/Approval – 11 Hammond Road, Wayland (includes attachment of instructions describing documentation that must be submitted by Town of Wayland to DHCD)
5. Correspondence from Wayland nail salon Femi Luxe, to the Board of Selectmen, dated July 1, 2019, re: too many nail salons in the same vicinity
6. Correspondence from Stephen Boudreau, Partner, Vanasse & Associates, Inc., to Cherry Karlson, Chair, Board of Selectmen, dated June 27, 2019, re: Boston Post Road (Route 20) Pedestrian Crossing (letter came with project maps that are available for review)
7. Correspondence from Regina and Frank Kennedy, to the Board of Selectmen, dated June 26, 2019, re: letter of support for Sherre Greenbaum for Conservation Commission
8. Correspondence from J. Andrew Irwin, to the Board of Selectmen, dated June 28, 2019, re: letter of support for Sherre Greenbaum for Conservation Commission
9. Correspondence from Sylvia Diaz, to Cherry Karlson, Chair, Board of Selectmen, dated June 29, 2019, re: letter of support for Sherre Greenbaum for Conservation Commission
10. Correspondence from Margaret Thomas, to Cherry Karlson, Chair, Board of Selectmen, dated June 29, 2019, re: letter of support for Sherre Greenbaum for Conservation Commission
11. Correspondence from Tonya Largy, to the Board of Selectmen, dated June 30, 2019, re: letter of support for Sherre Greenbaum for Conservation Commission
12. Correspondence from Maria-Teresa Diaz, to Cherry Karlson, Chair, Board of Selectmen, dated June 30, 2019, re: letter of support for Sherre Greenbaum for Conservation Commission
13. Correspondence from Gretchen Schuler, to Cherry Karlson, Chair, Board of Selectmen, dated July 3, 2019, re: letter of support for Sherre Greenbaum for Conservation Commission



14. Correspondence from Tom Sciacca, to Board of Selectmen and Louise Miller, Town Administrator, dated July 5, 2019, re: letter of support for Sherre Greenbaum for Conservation Commission
15. Correspondence from Kent Morsch, to Board of Selectmen, dated July 8, 2019, re: letter of support for Sherre Greenbaum for Conservation Commission
16. Correspondence from Steve Wynne, to Board of Selectmen and Louise Miller, Town Administrator, dated July 9, 2019, re: letter of support for Sherre Greenbaum for Conservation Commission
17. Correspondence from Susan Reed and Stuart Edelman to Board of Selectmen and Louise Miller, Town Administrator, dated July 9, 2019, re: letter of support for Sherre Greenbaum for Conservation Commission
18. Correspondence from resident G. Lee Humphrey, to Cherry Karlson, Chair, Board of Selectmen, dated July 6, 2019, re: local resolution supporting the FUTURE Act – “An Act for Utility Transition to Using Renewable Energy” H.2849/S.1940
19. Correspondence from resident George Harris, to Carrie Benedon, Director, Division of Open Government, Office of the Attorney General, dated June 17, 2019, re: Town of Wayland’s Request for Mediation
20. Correspondence from Ann Gordon, Volunteer Coordinator, Council on Aging, to Kathleen Buckley, dated July 11, 2019, re: thank you; staff initiatives do make a difference
21. Correspondence from residents Bret and Nancy Leifer, to the Board of Selectmen, dated July 11, 2019, re: letter of support for Sherre Greenbaum for Conservation Commission