



LOUISE L. E. MILLER
TOWN ADMINISTRATOR
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TOWN OF WAYLAND

41 COCHITUATE ROAD
WAYLAND, MASSACHUSETTS 01778

BOARD OF SELECTMEN

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

BOARD OF SELECTMEN Monday, September 13, 2021

7:00 p.m.

**Wayland Town Building; Council on Aging 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.

Pursuant to Chapter 20 of the Acts of 2021, this meeting will be conducted in person and via remote means, in accordance with applicable law. This means that members of the public body as well as members of the public may access this meeting in person, or via virtual means. In person attendance will be at the meeting location listed above, and it is possible that any or all members of the public body may attend remotely, with in-person attendance consisting of members of the public. The meeting may also be accessed remotely via zoom at the link below:

<https://zoom.us/j/95721725414?pwd=RvVkcG9qMXRvcXNlc1pMWVRXYjJlOT09>

Password: 346818

When required by law or allowed by the Chair, persons wishing to provide public comment or otherwise participate in the meeting, may do so by in person attendance, or by accessing the meeting remotely, as noted above. We request public comment be limited to two minutes per person.

Additionally, the meeting will be broadcast live, in real time, via WayCAM which can be viewed online at <https://www.waycam.tv/live> or on one of their cable channels (Comcast 8, 9, or 99 & Verizon 37, 38 or 39). This meeting will also be recorded which will be made available to the public at the link above as soon after the meeting as is practicable.

Everyone in attendance must adhere the Town of Wayland's new mask requirement dated August 11 that requires the wearing of masks within municipal buildings for all members of the public and for staff when interacting with the public. <https://www.wayland.ma.us/home/news/august-11-2021-announcement-covid-19-update-and-new-mask-requirement-wayland-town>

7:00 pm 1. Call to Order, Review Agenda for Public

7:05 pm 2. Executive Session:

- I. Pursuant to Massachusetts General Laws, Chapter 30A, Section 21 (a) (6), discuss the acquisition, by gift, purchase or otherwise, interest in all or part of the parcels of land, on and off Elissa Avenue, north of the current X Golf business, and bounded by Elissa Avenue on the west and on the north by 185 Elissa Avenue, owned by the Town, from Boston Retail I, LLC.
- II. Pursuant to Massachusetts General Laws, Chapter 30A, Section 21 (a) (2), (3), and (6) to review and approve the executive session minutes of September 2, 2021

Approve and Hold: Executive Session minutes of September 2, 2021

7:35 pm 3. Announcements and Public Comment

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- 7:45 pm 4. Comcast Renewal License: Joint meeting with the Cable Advisory Committee to discuss recommendation on a Renewal License Agreement with Comcast, and potential vote
- 8:15 pm 5. Committee Appointments: Discuss and potential vote to appoint:
- | Committee | Potential Appointee | Term End Date |
|---|---------------------|---------------|
| Municipal Affordable Housing Trust
<i>I vacancy representing Housing Authority</i> | Susan Weinstein | June 30, 2023 |
| Youth Advisory Committee
<i>I vacancy representing Board of Health</i> | Lisa Raferty | June 30, 2024 |
- 8:20 pm 6. 2021 Special Town Meeting: Review, discuss and potential vote on aspects of Special Town Meeting to include but not limited to: articles to insert in warrant, Board position on articles, determine article order and logistics including location and start time
- 8:45 pm 7. Annual Report: Discuss Board of Selectmen submission to the 2021 Annual Report
- 9:05 pm 8. Discussion of Town Administrator’s statement to Board of Selectmen on Sept 2, 2021
- 9:15 pm 9. Fiscal Year 2023 Budget Update
- 9:30 pm 10. Town Administrator update
- | | |
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| <ul style="list-style-type: none"> a. COVID-19 b. River’s Edge c. Per- and polyfluoroalkyl substances (PFAS) d. Reprecincting e. Council on Aging/Community Center f. Spencer Circle | <ul style="list-style-type: none"> g. Departmental Reports: Treasurer, Assessors h. Regionalization Opportunities i. Surveys: Police Department and Housing Production Plan j. Facilities Concerns |
|--|--|
- 10:15pm 11. Minutes –August 30, September 1 and September 2, 2021; review and vote to approve
- 10:20pm 12. Consent: review and vote to approve
- 10:25pm 13. Correspondence
- 10:30pm 14. Selectmen’s Reports and Concerns
- 10:35pm 15. Topics not Reasonably Anticipated 48 hours in advance, if any
- 10:40pm 16. Adjourn

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CONSENT CALENDAR

1. Vote the question of designating and approving signing authority to Louise Miller, Town Administrator on items listed below.
2. Vote the question of approving and signing the weekly payroll and expense warrants.
3. Vote the question of accepting Federal Emergency Management Agency's Assistance to Firefighters Grant in the amount of \$43,333.00
4. Vote the question of accepting the Sudbury Valley Trustee's grant in the amount of \$2,333.00 for the purchase of panels at Conservation sites.
5. Vote the question of approving and signing Task Order no. 17 of contract agreement number 18-2005 with Tata & Howard for On-Call Engineering services related to Sedgemoor Road Water Main Construction Administration Services.
6. Vote the question of approving invoice #132767 from KP Law for Professional Legal Services for the month of July 2021 in the amount of \$6,332.67
7. Vote the question of approving invoice #132768 from KP Law for Professional Legal Services for the month of July 2021 in the amount of \$120.00
8. Vote the question of approving and signing the Local Action Units Application for 81 West Plain Street to be submitted to the Department of Housing and Community Development.
9. Vote the question of ratifying the Town Administrator's signature on Contract No. 21-1020 with Clean Harbors Environmental Services, Inc. for services provided for Household Hazardous Waste Day held September 11, 2021.
10. Vote the question of approving a one-time discount for renewal of certain licenses for 2022 (listing provided).
11. Vote the question of accepting and expending earmark in the amount of \$15,000.00 for the purposes of hiring a consultant for zoning of outdoor dining assistance.
12. Vote the question of approving and signing Intermunicipal Agreement with the Towns of Sudbury, Lincoln, Bedford, Concord, and Carlisle for a cross-jurisdictional public health services sharing program.



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TOWN BUILDING
41 COCHITUATE ROAD
TEL. (508) 358-7701
www.wayland.ma.us

DATE: August 30, 2021
TO: Board of Selectmen
FROM: Teri Hegarty, Management Analyst
RE: **Proposed Discount for Licensees Renewing for 2022**

Local food excise tax for FY 21 is down by an estimated 34%. (i.e. \$235,000 was budgeted with a \$156,000 unaudited amount as of August 9, 2021.) While many COVID restrictions impacting local businesses have been lifted, ongoing fears related to COVID, including the uptick in the Delta variant, have led to further economic uncertainty especially for restaurant and certain other business revenue. With this in mind, I am proposing a discount, similar to last year's liquor license discount, for certain 2022 license renewals.

For the Board of Selectmen's consideration, I would like to propose the following action related to these local licensing fees:

1. Amend the current Annual Licensing Fee matrix for the following classifications of license (see table, below) to allow a 25% or 50% discount of Town fees for 2022 renewals. This discount is for 2022 renewals only and the original fees will return after these 2022 renewals are complete. The proposed discounted renewal fees are noted below.

Class of License	Original Fee	Proposed Discounted 2022 Renewal Fee	Active Licensees Impacted/ Active Licenses
Common Victualler, All Kinds of Alcoholic Beverages	\$2,000	\$1,500	12/12
Common Victualler, Wine & Malt Beverages	\$750	\$562.50	1/1
Club, All Kinds of Alcoholic Beverages	\$1,000	\$750	1/1
Retail Package Goods Store, All Kinds of Alcoholic Beverages	\$2,000	N/A	0/4
Retail Package Goods Store, Wine and Malt Beverages	\$1,500	N/A	0/3
Common Victuallers	\$50	\$37.50	19/19
Auto Dealers (Class I and Class II)	\$75	\$56.25	14/14

Sale of Second Hand Goods	\$100	\$50	1/1
Entertainment License	\$50	\$25	8/8

	Original Fees	Discounted Fees (of 25% or 50%) + original full fees to be paid by Section 15 Licensees for 2022 renewals
TOTALS	\$40,750.00	\$33,562.50

Please note: Similar to last year, this discount would not apply to Section 15 Licensees (which allows for the sale of alcoholic beverages not to be drunk on the premises) as they were allowed to remain open during COVID.

Thank you for your time and your consideration of this request.

Respectfully submitted,

Teri Hegarty
Management Analyst