

PACKET

Feb 1

2021



TOWN OF WAYLAND

41 COCHITUATE ROAD
WAYLAND, MASSACHUSETTS 01778

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

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

Revises agenda posted January 28, 2021 at 3:56pm

**BOARD OF SELECTMEN
Monday, February 1, 2021
5:30 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. The meeting likely will be broadcast and videotaped for later broadcast by WayCAM.

*In compliance with the revised Open Meeting Law requirements, we will live stream the meeting via Zoom as well as WayCAM. The Zoom meeting can be entered using the following link:

<https://zoom.us/j/95721725414?pwd=RVVKcG9qMXRVcXNLclpMWVRXY1JLQT09>

Password: 346818

The meeting may be viewed live on the WayCam Government Channel (Comcast 9, Verizon 38). Public Comment will be received either through Zoom** or by phone at 508-358-6812 for this meeting. The phone number will be active during the public comment portion of the meeting. Thank you in advance for your patience; we intend to address all calls that come in during the Public Comment period.

In addition to being live streamed, WayCam will record the meeting and this recording will be made available to the public as soon after the meeting as is practicable. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings.

**To make a public comment via Zoom, perform a virtual "hand raise". The meeting moderator will contact you via a chat message to acknowledge your request and will inform the chair of your request to comment. Instructions for performing a virtual "hand raise" can be found at

<https://support.zoom.us/hc/en-us/articles/205566129-Raising-your-hand-in-a-webinar>

5:30 pm 1. Call to Order, Review Agenda for Public

5:33 pm 2. Announcements and Public Comment

5:40 pm 3. Committee Appointments:

a. Interview and potential vote to appoint:

Committee	Potential Appointee(s)	Term End Date
Cultural Council	Katy Allen	June 30, 2023

5:55 pm 4. 2021 Annual Town Meeting (ATM):

a. 2021 ATM articles: review and discussion of articles including but not limited to the below articles; potential votes to insert in Warrant and vote Board position

A. Recognize Citizens & Employees for Particular Service

BOARD OF SELECTMEN
Monday, February 1, 2021
5:30 p.m.
Wayland Town Building
41 Cochrane Road, Wayland, MA

B. Pay Previous Fiscal Year Unpaid Bills
H. Non-Union Personnel COLA
I. Surface Water Quality Committee Budget
FF. Human Rights Commission
KK. Ombudsman

- 6:25 pm 5. River's Edge: review, discuss and potential vote to approve and execute Access Easement, Wastewater Easement, twelfth Amendment to the land disposition agreement, Wastewater Infrastructure Development Agreement and Escrow Agreement and any other documents pertaining the River's Edge Transaction. Review and potential vote to approve a press release on the River's Edge transaction. Vote of designating and approving signing authority to Louise Miller, Town Administrator for any documents related to the River's Edge transaction.
- 7:00 pm 6. Town Administrator Advisory Committee on Race: Update on activities and discussion of public forum
- 7:30 pm 7. Town Administrator update
a. COVID-19 Update
b. FY2020 Audit Letter response
c. Fiscal Year 2021 Quarter 2 Financial Report
- 7:50 pm 8. Minutes – January 11, January 19, January 21, January 26, January 27th (AM) and January 27th (PM), 2021; review and vote to approve

Executive Session Minutes – discuss process for review and release
- 8:00 pm 9. Consent: review and vote to approve
- 8:05 pm 10. Correspondence
- 8:10 pm 11. Selectmen's Reports and Concerns
- 8:15 pm 12. Topics not Reasonably Anticipated 48 hours in advance, if any
- 8:20 pm 13. 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:**
- **Local 690 Wayland-1 American Federation of State, County and Municipal Employees (AFSCME 690 Wayland -1);**
 - **Local 690 Wayland – 2 American Federation of State, County, and Municipal Employees (AFSCME 690 – 2); and**
- II. Pursuant to Massachusetts General Laws, Chapter 30A, Section 21 (a) (3) to discuss strategy with respect to litigation Duane Galbi v. Town of Wayland et al.**

BOARD OF SELECTMEN
Monday, February 1, 2021
5:30 p.m.
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9:00 pm 14. Adjourn

Rabbi Katy Z. Allen

██████████ | ██████████ | Wayland, MA 01778 | www.mayantikvah.org | www.jewishclimate.org

SUMMARY

Experienced rabbi, chaplain, volunteer leader, teacher, and writer bringing 45 years' experience in a variety of venues. Has exhibited creativity and success in spiritual and communal leadership as a chaplain in an acute care hospital and hospice and in founding and growing an alternative congregation and a communal organization.

SKILLS

- Event planning
- Inspirational leadership
- Mission-oriented
- Interfaith networking
- Decision-making
- Communication
- Spiritual guidance
- Teaching, tutoring and counseling
- Course material development
- People skills
- Collaboration
- Troubleshooting

EXPERIENCE

President and Co-Founder, Jewish Climate Action Network-MA, December 2013-Present
Massachusetts, with national reach
Provides leadership to volunteer group working to add a Jewish voice to the climate crisis.

Founder and Rabbi, Ma'yan Tikvah - A Wellspring of Hope, September 2007-Present
Wayland, MA
Provides spiritual leadership for alternative, outdoor congregation and religious school.

Jewish Chaplain, Parmenter Caregroup Homecare and Hospice, April 2015-March 2017
Wayland, MA
Provided spiritual and religious support to hospice patients and families.

Staff Chaplain, Brigham and Women's Hospital, June 2005-May 2015
Boston, MA
Provided spiritual and religious support to patients, families, and staff.

Freelance Writer and Editor, Self Employed, 1980-2006
Wayland, MA
Wrote and edited educational materials, articles, and stories, primarily for el-hi publishers.

High School Science Teacher, 1975-191980

EDUCATION AND TRAINING

Rabbinic Ordination, Academy For Jewish Religion, Yonkers, NY; May, 2005

Master of Arts in Jewish Studies, Hebrew College, Newton, MA; May, 1999

Bachelor of Arts in Education & Biology, University Of Massachusetts - Boston, Boston, MA; May 1975

Three years of undergraduate coursework, University Of Wisconsin, Madison, WI; 1969-1972

WORKING DOC ARTICLE LIST 2021 ANNUAL TOWN MEETING

* indicates articles that may be proposed for abbreviated presentation procedure

Article	Article Name	Sponsor	Vote to insert	Staff Required Tasks	Assignee Selectmen	Assignee FinCom	Position Selectmen	Position FinCom	Date to discuss
A	Recognize Citizens and Employees for Particular Service to the Town	Board of Selectmen		<ul style="list-style-type: none"> Benefits Manager, Town Clerk and school dept. for list of names 	Karlson	Lappin			Feb 1
B*	Pay Previous Fiscal Year Unpaid Bills	Board of Selectmen		<ul style="list-style-type: none"> FD to collect and list previous bills & sources of funds 	Karlson	Lappin			Feb 1
C	Current Year Transfers	Board of Selectmen		<ul style="list-style-type: none"> FD and TA to identify transfers & sources of funds 	Karlson	Roberts			Mar 8 & 15
D*	OPEB Funding	Board of Selectmen		<ul style="list-style-type: none"> TA & FD to review and make recommendations (possible three charts: usual, what was done last year and actual) 	Watkins	Lappin			Feb 22 & Mar 15
E*	Fiscal Year 2022 Revolving Fund Expenditure Limits	Board of Selectmen		<ul style="list-style-type: none"> FD works with relevant departments 	Karlson	Gutbezahl			Feb 8
F*	Compensation for Town Clerk	Board of Selectmen		<ul style="list-style-type: none"> TA, HR Manager and Personnel Board to work with Town Clerk. HR Manager to conduct a Town Clerk Salary study 	Karlson	Steinberg			Feb 8
G*	Personnel Bylaws and Wage & Classification Plan	Board of Selectmen		<ul style="list-style-type: none"> TA, HR Manager & Personnel Board 	Karlson	Martin			Mar 15
H	Non-Union Personnel COLA	Board of Selectmen		<ul style="list-style-type: none"> TA will combine with article G 	Karlson	Martin			Feb 1
I	Surface Water Quality Committee Budget	Board of Selectmen		<ul style="list-style-type: none"> ATA provide content of Article Explanation 	Anderson	Roman			Feb 1
J	FY 2022 Omnibus Budget	Finance Committee		<ul style="list-style-type: none"> TA & FD with FinCom to determine sources of funding 	Karlson	Correia			Mar 15 & 22
K	Choose Town Officers	Board of Selectmen		<ul style="list-style-type: none"> BoS to confirm all nominees' ability and willingness to serve. 	Antes	Gutbezahl			Feb 22
L*	Hear Reports	Board of Selectmen		<ul style="list-style-type: none"> BoS to work with boards that need to submit reports 	Antes	Gutbezahl			Feb 22
M*	Sell or Trade Vehicles and Equipment	Board of Selectmen		<ul style="list-style-type: none"> TA requests departments to identify vehicles/equipment for article 	Fay	Roman			March 15
N	Accept Gifts of Land	Board of Selectmen		<ul style="list-style-type: none"> TA to work with BoS, if any 	Fay	Roman			March 8
O	Select Board/Town Manager Act	Board of Selectmen		<ul style="list-style-type: none"> Possible discussion forums, red lined code, previous clips/videos to be republished 	Anderson	Steinberg			March 8
P	Purchase of Land Located at Town Center	Board of Selectmen		<ul style="list-style-type: none"> TA to work with BoS; depends on RFP negotiations 	Fay	Gutbezahl			March 8

WORKING DOC ARTICLE LIST 2021 ANNUAL TOWN MEETING

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Article	Article Name	Sponsor	Vote to insert	Staff Work required/Tasks	Assignee Selectmen	Assignee FinCom	Position Selectmen	Position FinCom	Date to discuss
Q	Community Choice Aggregation	Board of Selectmen		<ul style="list-style-type: none"> Possible discussion forums; TA to work with BoS and Energy & Climate Committee 	Anderson	Gutbezahl			Feb 8
R	Remote Participation at ATM	Board of Selectmen		<ul style="list-style-type: none"> Town Counsel, TA, BoS, ELVIS to draft needed documents; State legislative effort 	Watkins	Roberts			Feb 22
S	Capital Stabilization Fund	Board of Selectmen		<ul style="list-style-type: none"> TA & FD to work with BoS & FinCom to determine funding recommendation 	Watkins	Martin			Feb 22
T	Solar at Loker School	Board of Selectmen		<ul style="list-style-type: none"> TA & Public Buildings Director to negotiate contract 	Anderson	Martin			Feb 8
U	Transfer Station Enterprise Fund: 1. Dissolve revolving fund 2. Create enterprise fund 3. Approve Transfer Station Enterprise Fund budget	Board of Selectmen		<ul style="list-style-type: none"> TA & FD work with DPW Director and BoPW. Create Budget Plan for Transfer Station 	Fay	Roman			Feb 22
V*	Appropriation to pay BAN related to River's Edge	Board of Selectmen		<ul style="list-style-type: none"> TA & FD to determine amounts and source of funding 	Karlson	Steinberg			Feb 22
W*	Tax Work off Language	Board of Selectmen		<ul style="list-style-type: none"> TA & HR Manager with Legal Counsel to prepare content 	Antes	Roberts			Mar 8
X*	Accept Spencer Circle	Board of Selectmen		<ul style="list-style-type: none"> TA, BoS, BoPW and Town Counsel to finish negotiations with easement language 	Fay	Roman			Feb 22
Y	Loker Turf Field	Recreation		<ul style="list-style-type: none"> Recreation Commission and Director to work with FinCom as needed 	Watkins	Gutbezahl			Feb 8
Z	Implement School Elementary Space Utilization Study 2021-22	School Committee		<ul style="list-style-type: none"> Public Buildings Director, FD, TA, Superintendent and School Committee 	Anderson	Roberts			Feb 22
AA	CPA Historic Preservation: Rehab 70-74 Main St	CPC		<ul style="list-style-type: none"> ATA to work with Town Counsel 	Antes	Martin			Mar 8
BB	CPA Historic Preservation: Cemetery Stones & Library Archival	CPC		<ul style="list-style-type: none"> Department Managers (Library & DPW) to work with FinCom as needed 	Antes	Martin			Mar 8
CC	CPA Open Space: Native & Pollinator Plants	CPC		<ul style="list-style-type: none"> Conservation Agent to work with FinCom as needed 	Antes	Martin			Mar 8
DD	CPA Rec: Mill Pond Dam, Athletic Field design, Heard Farm Improvements	CPC		<ul style="list-style-type: none"> Department Managers (DPW, Rec & Conservation Agent) to work with FinCom as needed 	Antes	Martin			Mar 8

WORKING DOC ARTICLE LIST 2021 ANNUAL TOWN MEETING

* indicates articles that may be proposed for abbreviated presentation procedure

Article	Article Name	Sponsor	Vote to insert	Staff Work required/Tasks	Assignee Selectmen	Assignee FinCom	Position Selectmen	Position FinCom	Date to discuss
*EE	CPA: Set Asides	CPC		<ul style="list-style-type: none"> FD to work with CPC 	Antes	Martin			Mar 8
FF	Establish Wayland Human Rights Commission	Petitioners		<ul style="list-style-type: none"> TA to work with BoS & Petitioners 	Fay	Roman			Mar 15
GG*	Resolution to Continue Electronic Voting Through FY2027	Petitioners		<ul style="list-style-type: none"> None 	Watkins	Steinberg			Feb 22
HH	Recognize Law Enforcement Day	Petitioners			Watkins	Roberts			
II	FinCom Appointing Board	Petitioners		<ul style="list-style-type: none"> None 	Antes	Steinberg			
JJ	Climate Emergency Resolution	Petitioners			Anderson	Roberts			
KK	Ombudsman Position	Petitioners			Karlson	Steinberg			



TOWN OF WAYLAND
PETITIONERS' ARTICLE FOR TOWN MEETING
Attach extra pages if necessary

Article Title: Establish Wayland Human Rights Commission

RECEIVED
Estimated Cost: 0

JAN 14 2021
Board of Selectmen
Town of Wayland

Article Text for Warrant: To determine if the town will vote to:

To determine if the Town will vote to establish a Human Rights Commission (HRC), which will serve as a government entity specifically focused on promoting justice, equity, and inclusive humanity in all spheres of Wayland life (including but not limited to education, employment, law enforcement, housing, public accommodation, health, recreation, sports, and the arts) for all persons who live, work, study, worship in or visit Wayland for any reason.

The HRC shall consist of no fewer than 13 and no more than 17 members. At least 9 members shall be Voting Members. To qualify as a Voting Member, a person shall be a Town resident 18 years of age or older. A person may be appointed as an Associate Member even if the person is not a resident of the Town or 18 years of age or older. The Town Administrator / Town Manager may serve as an ex-officio, non-voting member of the HRC. The members of the HRC (with the exception of the Youth Member, who will serve a 1-year term) shall be appointed to serve 3-year terms with no member serving more than 6 consecutive years. The initial HRC appointments shall be for staggered terms so that 4 of the appointed members shall initially serve 1-year terms, 5 of the initial members shall serve 2-year terms, and all remaining initial members shall serve 3-year terms. The length of the initial staggered terms shall be determined by lottery.

The members of the HRC shall be nominated by the entities identified below. These entities shall consider the goal of the composition of the HRC when making such nominations, which is to have an HRC that represents a broad spectrum of the community, including but not limited to a diverse representation of race, skin color, sex, age, religion, ethnicity, physical or mental ability, sexual orientation, gender identity, family and/or marital status, educational status, health status and socio-economic status. In addition to these factors, the nominating entities may also consider diversity of professional expertise, advocacy experience, and community involvement.

Cognizant of these goals, HRC members shall be nominated as set forth below and then confirmed by a majority of the Board of Selectmen:

Three members shall be nominated by the Wayland Board of Selectmen. One member nominated by the Board of Selectmen shall serve as the Chairperson of the HRC for the first 6 months, after which time the HRC shall elect Co-Chairpeople from among the full HRC membership;

Two members shall be nominated by the Wayland School Committee;

One member, serving as the Youth Member of the HRC, shall be nominated by the Principal of the Wayland High School;

One member shall be nominated by the Chief of the Wayland Police Department;

One member shall be nominated by the Director of the Wayland Public Schools METCO Program;



TOWN OF WAYLAND
PETITIONERS' ARTICLE FOR TOWN MEETING
Attach extra pages if necessary

One member shall be nominated by the Wayland Council on Aging;
One member shall be nominated by the Wayland Housing Authority; and
One member shall be nominated by the Board of Library Trustees

The HRC shall nominate any remaining members up to a maximum of 17 not otherwise appointed, as above (including filling remaining unexpired terms), by seeking applications from a broad range of interested persons who shall reflect the HRC's goals as set forth above. In the case of the initial HRC, such nominations shall be made no later than 60 days following the first meeting of the HRC.

The HRC shall be authorized to:

- (1) Receive reports from individuals alleging a violation of human rights. Such violations may include, but are not limited to, allegations of inequity or mistreatment on the basis of race, skin color, sex, age, religion, ethnicity, physical or mental ability, sexual orientation, gender identity, family and/or marital status, educational status, health status, or socio-economic status. Upon receipt of a report, the HRC may suggest resources and provide referrals for human services and other resources as appropriate to the situation and/or report and refer reported matters to relevant Town, state, and/or federal authorities for investigation and disposition within their respective jurisdictions.
- (2) Mobilize Town entities (including but not limited to Town departments, elected and appointed Town boards, committees, councils, and commissions) to:
 - (a) identify discriminatory impacts of entity practices;
 - (b) establish justice, equity and inclusive humanity goals;
 - (c) collect and analyze data to measure progress toward these goals;
 - (d) determine what steps are needed to end or mitigate the negative impact of public and private policies and practices that are found to be barriers to the achievement of these goals.
- (3) Collaborate with representatives from historically disadvantaged groups to better understand barriers to justice, equity and inclusive humanity in the community, promote mutual understanding and respect for differences, develop strategies for ending inequities and eliminating these barriers, and organize community education events.

The HRC shall be directly accountable to the residents of the Town. To ensure such accountability, the HRC shall submit annually a written report for the record at Annual Town Meeting. The HRC shall also hold an annual public forum within two months of Annual Town Meeting, which includes an oral report by members of the HRC and an opportunity for the public to ask questions and provide comments to the HRC.



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Attach extra pages if necessary

#	Print Name Legibly	Signature	Print Street Address
1	Kimberly E. Winter	<i>[Signature]</i>	11 Glover Rd Wayland
2	Terrie Livingston	<i>[Signature]</i>	7 Old Vineyard Wy, Wayland
3	Nora Rothschild	<i>[Signature]</i>	150 Concord Rd Wayland
4	Barry Rothschild	<i>[Signature]</i>	150 Concord Rd, Wayland
5	ELAINE DONIVELLY	<i>[Signature]</i>	36 HAMPSHIRE RD, WAYLAND
6	AMRUTA MHATRE	<i>[Signature]</i>	16 HAMPSHIRE RD. WAYLAND
7	Margaret M Ingolia	<i>[Signature]</i>	25 Lee Rd., Wayland
8	Heather A. Pineault	<i>[Signature]</i>	53 Country Corners Rd. Wayland
9	Christopher C. Winter	<i>[Signature]</i>	11 Glover Rd wayland
10	Rachel M. Sideman-Kurtz	<i>[Signature]</i>	69 Plain Road, Wayland
11	Jeffrey L. Kurtz	<i>[Signature]</i>	69 Plain Rd, Wayland
12	Judy Ling	<i>[Signature]</i>	274 Concord Rd, Wayland
13	Steven Klitzord	<i>[Signature]</i>	274 Concord Rd, Wayland
14	ANDREW A. NIERENBELL	<i>[Signature]</i>	113 OXBOW RD, WAYLAND



TOWN OF WAYLAND
PETITIONERS' ARTICLE FOR TOWN MEETING
Attach extra pages if necessary

Article Title: Establish Wayland Human Rights Commission

Estimated Cost: 0

Background Information (to be used by Finance Committee to draft its report. Please explain the intent of the article, why it should be supported now, as well as known reasons the article may be opposed):

Introduction and Background Regarding the Petitioner's Article to Establish a Human Rights Commission in Wayland

The idea for this Petitioner's Article to Establish a Human Rights Commission in Wayland began in January of 2020 when a small group of residents began to explore the idea of a Human Rights Commission (HRC) for the Town of Wayland. The group, which has informally adopted the name "HRC Study Group" now includes about a dozen residents who have been meeting almost weekly since June to learn how a Human Rights Commission might serve the needs of Wayland.

Human Rights Commissions, which exist in cities and towns across the United States and the world, are based on the principle that every person has equal value and dignity no matter who they are. HRCs can provide resources and support for individuals who experience identity-based mistreatment or discrimination, educate the public, champion equitable policies and practices, and more.

In Massachusetts, there are nearly 40 municipal-level HRCs that offer these protections across a range of commission and committee models. The HRC Study Group has investigated many of these models with a goal of identifying what entity, if any, would best serve the Wayland community.

Members of the HRC Study Group represent a wide range of experiences professionally and personally, including attorneys, educators, fundraisers, PhDs, parents, researchers, members of various town committees and boards, and individuals who have lived in Wayland from one year to many decades. The group has been aided by a faculty member at Northeastern University School of Law who specializes in human rights at the international, national and local levels. In the course of the work of the HRC Study Group the Northeastern University School of Law Professor and her research assistants have investigated and written informal memoranda on the structure of HRCs in other town and cities in Massachusetts as well as other HRCs across the country, the possible investigative powers of a town-based HRC in Massachusetts including whether or not a town-based HRC can issue a subpoena (they do not have independent subpoena power), and the relationship of an HRC to Massachusetts Open Meeting Laws.

It is important to note that members of the HRC Study Group are not necessarily seeking to serve as commissioners of an HRC but, rather, are focused on its design, implementation, and eventual evaluation.

Since June 2020, the HRC Study Group has:

- Studied the need for, and potential contours of, a Human Rights Commission for Wayland
- Heard directly and indirectly regarding incidents of bias in Wayland
- Learned from other HRCs around the Commonwealth and the country



TOWN OF WAYLAND

PETITIONERS' ARTICLE FOR TOWN MEETING

Attach extra pages if necessary

- Expanded its focus from racial equity to human rights more broadly, and
- Developed the [Lived Experiences Project](#) to explore the dimensions of bias incidents through a survey to collect personal narratives (survey launched on International Human Rights Day, Dec 10, 2020).

Why does Wayland Need a Human Rights Commission?

"Where, after all, do universal human rights begin? In small places, close to home – so close and so small that they cannot be seen on any maps of the world. Yet they are the world of the individual person; the neighbourhood he lives in; the school or college he attends; the factory, farm or office where he works.

Such are the places where every man, woman, and child seeks equal justice, equal opportunity, equal dignity without discrimination. Unless these rights have meaning there, they have little meaning anywhere. Without concerted citizen action to uphold them, we shall look in vain for progress in the larger world."

- Eleanor Roosevelt, speech commemorating the 10th anniversary of the Universal Declaration of Human Rights

Identity-based mistreatment and discrimination occur everywhere in the United States, and Wayland is no exception. Incidents of identity-based mistreatment in Wayland have been reported, for example, in the "bipoc.wayland" [Black, Indigenous and Other People of Color] and "Dear Wayland" Instagram accounts. Friends and neighbors have shared accounts of similar incidents with members of the HRC Study Group, including individuals in the group who have been targets of such incidents. While various Wayland entities play a crucial role in ensuring the safety and wellbeing of Wayland residents, there is currently no one civic body charged with ensuring that policies, practices and programs are in place to prevent these occurrences and, if that is not possible, to provide recourse and assistance to our neighbors who are impacted.

For example, currently if a person in Wayland is the target of an identity-based incident they can report it to the police, but they may not know where to turn for support. If an HRC were in place, a person could contact the HRC to get support, resources and advocacy on their behalf.

Establishing a Human Rights Commission would align Wayland with peer and neighboring towns, including [Arlington](#), [Belmont](#), [Concord-Carlisle](#), [Framingham](#), [Lexington](#), [Maynard](#), [Needham](#), [Newton](#) and [Winchester](#), who are working to improve the quality of life for all residents no matter their racial identity, religion, sexual orientation, gender identity, country of origin, or other aspect of identity. Creation of an HRC would establish Wayland as a town where residents and town officials share a belief that every person has equal value and dignity no matter who they are.

Purpose of a Human Rights Commission

The purpose of a Wayland Human Rights Commission would be to champion the achievement of justice, equity and inclusive humanity in all spheres of Wayland life for all people who live, work, study, worship in or visit Wayland. The work of the HRC would be guided by these values:

-What binds people together is greater than what separates us



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- Every person has equal value and dignity no matter their race, color, sex, religion, physical or mental ability, origin or ancestry, ethnicity, sexual orientation, gender identity, marital status, socio-economic status or a combination of identities
- Everyone deserves equal access to benefits, privileges and power
- All groups of people are inherently equal, and no group is inferior or superior to another
- Working to achieve these goals is an immediate obligation

These values are rooted in the universal human rights principles expressed in the United Nations' Universal Declaration of Human Rights.

The HRC would comprise a volunteer group of Wayland stakeholders, representing various aspects of town life. The HRC Study Group held many discussions on the proposed composition of the HRC and concluded that the membership set forth in the article represents a wide variety of different groups who would nominate members while also allowing the HRC itself to nominate additional members to ensure diversity and inclusive humanity within the HRC. In addition, allowing the entities to nominate the members, who are then subject to confirmation by the Board of Selectman, will encourage the necessary autonomy of the members and entities while ensuring that the HRC also has sufficient authority to take any necessary action.

What's Happening in Other Locations?

Many towns and cities across Massachusetts have Human Rights Commissions or Committees. The Massachusetts Human Rights Coalition (MAHRC) is a coalition of "municipal and local agencies responsible for promoting human and civil rights and harmonious relationships among diverse groups at a local level." Members of the Wayland HRC Study Group have attended several MAHRC meetings. A list of Human Rights local and municipal agencies in Massachusetts can be found here on the MAHRC website. In addition, the Wayland HRC Study Group researched 24 of these agencies and created a summary of its findings here.

The International Association of Official Human Rights Agencies maintains a list of U.S. State-level human rights organizations, such as the Mass Commission Against Discrimination here in the Commonwealth, as well as city and town human rights organizations around the U.S. and Canada.

The US Human Rights Network is home to the National Human Rights Cities Alliance, a membership organization that promotes human rights cities projects around the U.S. This organization has published a statement of human rights city principles.



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Petitioners' Comments (150-word limit per Town Code):

Human Rights Commissions (HRCs) exist nationally and internationally, including nearly 40 municipal HRCs in Massachusetts. Their underlying principle is that everyone has equal value and dignity. HRCs provide resources and support for individuals who experience identity based mistreatment or discrimination, educate the public and champion equitable practices.

Wayland needs an HRC because, like everywhere else, identity based mistreatment and discrimination occur here. Such incidents have been shared in many ways including responses to the Lived Experiences Project. While various entities play a crucial role in ensuring the safety and well being of Wayland residents, no one civic body is currently charged with ensuring that policies and programs are in place to prevent occurrences and provide assistance to those impacted. An HRC would be the government entity so authorized and would establish Wayland as a town where residents and town officials share a belief that everyone has equal value and dignity.

Lead Petitioner's Contact Information*

Name (for publication in warrant): Karen Blumenfeld

Phone (for discussing article): (508)272-1384

Email (for publication in Oxbow3@comcast.net

Signature of Lead Petitioner: Karen Blumenfeld Date: 1-13-21

** The lead petitioner will serve as spokesperson for the article and will be the contact person for the Finance Committee, Board of Selectmen, and Planning Board, if the petition is a zoning issue.*

Article FF. Establish Wayland Human Rights Commission

Proposed by: Petitioners

estimated cost: \$0

To determine if the Town will vote to establish a Human Rights Commission (HRC), which will serve as a government entity specifically focused on promoting justice, equity, and inclusive humanity in all spheres of Wayland life (including but not limited to education, employment, law enforcement, housing, public accommodation, health, recreation, sports, and the arts) for all persons who live, work, study, worship in or visit Wayland for any reason.

The HRC shall consist of no fewer than 13 and no more than 17 members. At least 9 members shall be Voting Members. To qualify as a Voting Member, a person shall be a Town resident 18 years of age or older. A person may be appointed as an Associate Member even if the person is not a resident of the Town or 18 years of age or older. The Town Administrator / Town Manager may serve as an ex-officio, non-voting member of the HRC. The members of the HRC (with the exception of the Youth Member, who will serve a 1-year term) shall be appointed to serve 3-year terms with no member serving more than 6 consecutive years. The initial HRC appointments shall be for staggered terms so that 4 of the appointed members shall initially serve 1-year terms, 5 of the initial members shall serve 2-year terms, and all remaining initial members shall serve 3-year terms. The length of the initial staggered terms shall be determined by lottery.

The members of the HRC shall be nominated by the entities identified below. These entities shall consider the goal of the composition of the HRC when making such nominations, which is to have an HRC that represents a broad spectrum of the community, including but not limited to a diverse representation of race, skin color, sex, age, religion, ethnicity, physical or mental ability, sexual orientation, gender identity, family and/or marital status, educational status, health status and socio-economic status. In addition to these factors, the nominating entities may also consider diversity of professional expertise, advocacy experience, and community involvement.

Cognizant of these goals, HRC members shall be nominated as set forth below and then confirmed by a majority of the Board of Selectmen:

Three members shall be nominated by the Wayland Board of Selectmen. One member nominated by the Board of Selectmen shall serve as the Chairperson of the HRC for the first 6 months, after which time the HRC shall elect Co-Chairpeople from among the full HRC membership;

Two members shall be nominated by the Wayland School Committee;

One member, serving as the Youth Member of the HRC, shall be nominated by the Principal of the Wayland High School;

One member shall be nominated by the Chief of the Wayland Police Department;

One member shall be nominated by the Director of the Wayland Public Schools METCO Program;

One member shall be nominated by the Wayland Council on Aging;

One member shall be nominated by the Wayland Housing Authority; and

One member shall be nominated by the Board of Library Trustees

The HRC shall nominate any remaining members up to a maximum of 17 not otherwise appointed, as above (including filling remaining unexpired terms), by seeking applications from a broad range of interested persons who shall reflect the HRC's goals as set forth above. In the case of the initial HRC, such nominations shall be made no later than 60 days following the first meeting of the HRC.

The HRC shall be authorized to:

- (1) Receive reports from individuals alleging a violation of human rights. Such violations may include, but are not limited to, allegations of inequity or mistreatment on the basis of race, skin color, sex, age, religion, ethnicity, physical or mental ability, sexual orientation, gender identity, family and/or marital status, educational status, health status, or socio-economic status. Upon receipt of a report, the HRC may suggest resources and provide referrals for human services and other resources as appropriate to the situation and/or report and refer reported matters to relevant Town, state, and/or federal authorities for investigation and disposition within their respective jurisdictions.
- (2) Mobilize Town entities (including but not limited to Town departments, elected and appointed Town boards, committees, councils, and commissions) to:
 - (a) identify discriminatory impacts of entity practices;
 - (b) establish justice, equity and inclusive humanity goals;
 - (c) collect and analyze data to measure progress toward these goals;
 - (d) determine what steps are needed to end or mitigate the negative impact of public and private policies and practices that are found to be barriers to the achievement of these goals.
- (3) Collaborate with representatives from historically disadvantaged groups to better understand barriers to justice, equity and inclusive humanity in the community, promote mutual understanding and respect for differences, develop strategies for ending inequities and eliminating these barriers, and organize community education events.

The HRC shall be directly accountable to the residents of the Town. To ensure such accountability, the HRC shall submit annually a written report for the record at Annual Town Meeting. The HRC shall also hold an annual public forum within two months of Annual Town Meeting, which includes an oral report by members of the HRC and an opportunity for the public to ask questions and provide comments to the HRC.

FINANCE COMMITTEE COMMENTS:

The Board of Selectmen recommends approval. Vote: 0-0-0

ARGUMENTS IN FAVOR:

ARGUMENTS OPPOSED:

RECOMMENDATION: The Finance Committee recommends approval. Vote 0-0-0

QUANTUM OF VOTE: Majority

For more information about this article, contact main petitioner Karen Blumenfeld at Oxbow3@comcast.net

Article KK. Support Information Ombudsman Resources

Proposed by: Petitioners

estimated cost: \$25,000

To determine if the town will vote to:

appropriate a sum of money to be expended by the Town Administrator to support information ombudsman functions within Wayland Town government, to communicate and prioritize facts, truth and information as a resource for citizens. Trust in one's community and fellow townspeople rests fundamentally upon facts that can be relied upon, and in our current information age, the Town shall recognize facts and truth as a valuable resource to be supported and protected. Such financial appropriation shall be provided by taxation, by transfer from unappropriated funds or by transfer of funds already appropriated for another purpose.

FINANCE COMMITTEE COMMENTS:

The Board of Selectmen recommends approval. Vote: 0-0-0

ARGUMENTS IN FAVOR:**ARGUMENTS OPPOSED:**

RECOMMENDATION: The Finance Committee recommends approval. Vote 0-0-0

QUANTUM OF VOTE:

For more information about this article, contact main petitioner Rebecca Stanizzi at rstanizzi@wayland.ma.us



TOWN OF WAYLAND
PETITIONERS' ARTICLE FOR TOWN MEETING
Attach extra pages if necessary

RECEIVED

JAN 15 2021

Board of Selectmen
Town of Wayland

4:29 PM

Article Title: Support Information Ombudsman Resources **Estimated Cost:** \$25,000

Background Information (to be used by Finance Committee to draft its report. Please explain the intent of the article, why it should be supported now, as well as known reasons the article may be opposed):

“Everyone is entitled to his own opinion, but not to his own facts.”
 – Daniel Patrick Moynihan

In light of violent events in our nation’s Capitol in January 2021, which were motivated in large measure by Americans believing false information disseminated on social media – and then accelerated by the tinder of the internet where lies travel six times faster than truth (*Source: The Social Dilemma, 2020*) – we must begin to create tools to help discern between fact and fiction. Words matter. The truth matters.

Yes, everyone has first amendment rights. But when *results* stemming from First Amendment rights – particularly when speculation or lies are passed as truth and not challenged – begin to tear apart the fabric of a community, we are beginning to realize that a community must stand up and help truth rise to the surface, for the good of all.

Here in Wayland, our community has been impacted by tough debates and decisions over the years. We have many more to come. Together, now it is all the more important to seek out facts and truth so that we can make these decisions together as a community, reasonably and in good faith. We can do better.

Our local social media community is rich in resources, including non-governmental websites, pages and groups like Wayland Buzz, Wayland eNews, Wayland CPA, Wayland Community Facebook page, PTO, Wayland Voters Network and many others. However, not all are transparent in listing authors and contributors. Some have opinions or speculation which are conveyed as truth, and some may unwittingly convey incorrect information.

For some platforms, like Wayland Community Facebook page, there are often chats and speculation as to what may be happening in town, all pure curiosity. With an innocuous question of “Does anyone know anything about [insert topic here]...” three or four people may chime in who may not have full information, so what ends up being circulated is not based on facts. There is no malice, but dialogues often may include misinformation about Town services, infrastructure or schools.

In other platforms, misinformation or lack of clarity leads to friction. Since 2004, Wayland Voters Network has issued periodic email updates to their subscribers. They insist on transparency from the Town when reporting on all government matters, but they themselves are nearly opaque. The editor is identified, however the rest of WVN Staff is not. Most articles have no bylines – they are just written by “WVN Staff” – so readers have no idea if there is any conflict on behalf of the writer. Headlines and content are often sensationalized or editorialized. Corrections or rebuttal are not accepted. It is a one-way megaphone, which is fine and protected by free speech; but it is circulated under the guise of true “news”, which based on all of the above, it is not.



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WVN notes on its webpage that their goal is a “Wayland that promotes respect for citizens” and they want to “ensure that Town of Wayland voters are informed about Town decisions.” WVN is circulated to over 1400 subscribers – nearly 20% of all Wayland households. They circulate a host of useful community information, and can and do act as a tremendous resource in many regards. But for years, questionable stories have been floated, many without substantiation or rational debate of the facts, to the detriment of our civic discourse. Conflicts over WVN coverage and bias, via letters to the editor (notably in other publications), have flared up in years past on this issue. But nothing has changed.

As just one example of the result of this, the day after the attack on the Capitol in January, a resident letter to the editor in Wayland Town Crier was published complaining about Town Center (entirely her prerogative, everyone has an opinion) and then asserting that regarding River’s Edge, the Board of Selectmen are cutting sweetheart deals with the developer and purposely hiding harmful environmental information from townspeople. These River’s Edge allegations came directly from the most recent WVN newsletter. These claims can be readily debunked.

WVN is not, then, promoting respect for citizens, nor ensuring that Town voters are informed. Beliefs based on speculation, not fact, subverts our democracy, subverts our trust in one another, and turns us unnecessarily against each other. As we’ve now seen the toxic results of this endgame at the US Capitol, it is time for us to stop and throw a lifeline for truth.

So what can we do? Begin to take action.

First, our local social media community is a true town resource. The Town should catalogue these resources and inform the community of their information and links for easy reference. To protect the truth, as a Town we should confirm the following for each platform:

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If these are not confirmed by a platform, and we as a Town know this, then we need in good faith to caution Townspeople that the group should be questioned as a news source. Similar to Twitter or Facebook, the Town would flag them on the list with **🚫 News on this site may be anonymously generated and not able to be refuted or corrected, therefore should be verified with other sources.**

This messaging is just the first step, and an important one. However, many may not see it. So we must go further.

Second, as a Town we need to create the functionality of an **Information Ombudsman**. An Ombudsman by original definition is an individual who roots out government corruption. This petition is not that. This is more like a media ombudsman, a person or department whose sole mission is to root out the truth behind a complaint or an issue, not to take sides, just dig for the facts.



TOWN OF WAYLAND
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In Wayland, a separate page can be created on our Town website. If someone has a complaint, or a question, they can go to the Info Ombudsman link, phone number or email. Acting with the mindset of an Info Ombudsman, whoever is answering has no skin in the game but to find the answers, and they have the role and responsibility to do so. They can direct people where to find answers, and if they don't know, they can reach out to the correct board, committee or Town employee to find the answers. They are an information connector.

Complaints can become non-confrontational for all parties. Queries can get answered. All requests are public and posted. If one person has a question, most likely others do too, so it helps to make information public and searchable.

And when a WVN newsletter comes out, or any other town Facebook page, or email blast, which may have factually incorrect information, whoever is managing the Info Ombudsman page can fact-check it. Not rebut it, which implies defending a position – just flag and fact check what is incorrect. And post it. If there is any debate over the fact itself, even that can be honed until the fact is revealed.

In this way, there can be a reliable resource for those who may be trying to understand what is real and what is speculation, to readily understand what is fact. Then they can form their own opinions from there. Wayland is a community and we need to defend *truth*, before anyone starts defending *positions*.

Wayland as a Town is extraordinarily disciplined with truth once a year in regard to Town Meeting. Petitioners and committees are held responsible to assure that every warrant article is meticulously written to explain the facts, and only then can positions for and against be developed. We need to apply this discipline all year around, create staff functionality for fact verification for all matters relating to the Town, for the benefit of our community. We may not always agree on our opinions but we should not be wasting time and money and friendships and respect over “facts” that can be readily debunked.

The funds being requested are a contingency budget to support Information Ombudsman functionality within the Town. The Town's website may not be able to support a robust Ombudsman page, so web consulting may be needed to create a linked landing page or other accessory; additional time may be needed to set it up initially; or information distribution which may need additional support. Funds will be used only as needed, and usage shall be tracked on the Ombudsman page, in the spirit of open information.

This budget constitutes a one-year experiment, to help get efforts underway, to see if efforts are working over the course of a year, and if so, help determine what funds may be needed for long term efforts to sustain the commitment.

Some may say that the Town can't afford to spend the time, attention and resources to create or support this functionality. We can't afford NOT to. The Town is already burdened with FOIA requests and Open Meeting Law complaints, justified or not, and this may help streamline those and restore trust. It can protect Town employees and board and committee volunteers, with a non-confrontational method of getting information, so that they don't feel personally affronted, and they can get on with the business of their work, while an impartial intermediary fields requests and questions in a professional way.



TOWN OF WAYLAND
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For those looking to find the information, it also provides a non-confrontational pathway, so they are not reduced to having to file FOIA requests, or otherwise have their only other avenue be to rapid-fire questions during meeting Public Comment which may or may not get answered. Even perhaps OML complaints could get solved in days instead of weeks and months and with a lot less paperwork.

Some may say that a small number of townspeople may abuse this new resource, and indeed it may have to be protected from overuse, protocols can be figured out over time to protect the rights for all to equally access this resource. Some may complain that not all information will be able to be shared at any given time, given employment law or executive session legalities – but even if we can openly share 95% of the information topics, and directly state why other info cannot be shared at that time, we are a better community for it.

Some may say that if the Information Ombudsman role is under the Town Administrator (or any other Town board or committee) that it cannot be truly independent to be able to provide unvarnished facts. For the Town to fund or direct any efforts, it must be in some way part of, or tied to, Town government, this is true. But to mitigate concerns, by making the tools, questions and answers all publicly available on the Ombudsman webpage, if anyone has a concern with the facts as they are presented, concerns can be raised, publicly, and worked through together.

We live in an era when disinformation can be disseminated as truth in a matter of seconds, and as a Town we need to step up and protect and cultivate the truth. Truth is no longer a passive goal. We must set it as a priority and at least try to fix what is not working.

Petitioners' Comments (150-word limit per Town Code):

Words Matter. Truth Matters. Facts Matter. Community is one of our most precious resources. We've seen over the past few years that truth doesn't just float to the top, we need to actively engage so that it does. We need to throw it a lifeline. We have so many important issues facing us as a Town. To find solutions, we need to put ourselves on a solid foundation to face them together – and a large part of that is using the power of the internet to make sure that information and facts are available and are a meaningful and useful tool for all of our residents.

Lead Petitioner's Contact Information*

Name (for publication in warrant): Rebecca Stanizzi

Phone (for discussing article): 617-922-3409

Email (for publication in rstanizzi@wayland.ma.us

Signature of Lead Petitioner: *Rebecca Stanizzi* **Date:** 1/15/2021

* The lead petitioner will serve as spokesperson for the article and will be the contact person for the Finance Committee, Board of Selectmen, and Planning Board, if the petition is a zoning issue.



TOWN OF WAYLAND
PETITIONERS' ARTICLE FOR TOWN MEETING
Attach extra pages if necessary

Article Title: Support Information Ombudsman Resources **Estimated Cost:** \$25,000

Article Text for Warrant: To determine if the town will vote to:

appropriate a sum of money to be expended by the Town Administrator to support information ombudsman functions within Wayland Town government, to communicate and prioritize facts, truth and information as a resource for citizens. Trust in one's community and fellow townspeople rests fundamentally upon facts that can be relied upon, and in our current information age, the Town shall recognize facts and truth as a valuable resource to be supported and protected. Such financial appropriation shall be provided by taxation, by transfer from unappropriated funds or by transfer of funds already appropriated for another purpose.

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1	Emily Weintraub	<i>[Signature]</i>	8 Trinity Place, Wayland, MA
2	Erin Gamy	<i>[Signature]</i>	18 Winthrop Rd. Wayland, MA
3	Robert Staritzki	<i>[Signature]</i>	14 Winthrop Rd, Wayland, MA
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2	MORGAN LEY	<i>[Handwritten Signature]</i>	42 HIGHLAND
3	Nelen Green	<i>[Handwritten Signature]</i>	6 JERICO Lane
4	Ramamurthy Hari	<i>[Handwritten Signature]</i>	48 HIGHLAND
5	Naren Srinivasa	<i>[Handwritten Signature]</i>	35 Lovell Bridge Lane
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1	Gretchen Sterling	Gretchen Sterling	14 Morse Rd
2	WILLIAM A. STERLING	[Signature]	14 MORSE RD
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And when a WVN newsletter comes out, or any other town Facebook page, or email blast, which may have factually incorrect information, whoever is managing the Info Ombudsman page can fact-check it. Not rebut it, which implies defending a position – just flag and fact check what is incorrect. And post it. If there is any debate over the fact itself, even that can be honed until the fact is revealed.

In this way, there can be a reliable resource for those who may be trying to understand what is real and what is speculation, to readily understand what is fact. Then they can form their own opinions from there. Wayland is a community and we need to defend *truth*, before anyone starts defending *positions*.

Wayland as a Town is extraordinarily disciplined with truth once a year in regard to Town Meeting. Petitioners and committees are held responsible to assure that every warrant article is meticulously written to explain the facts, and only then can positions for and against be developed. We need to apply this discipline all year around, create staff functionality for fact verification for all matters relating to the Town, for the benefit of our community. We may not always agree on our opinions but we should not be wasting time and money and friendships and respect over “facts” that can be readily debunked.

The funds being requested are a contingency budget to support Information Ombudsman functionality within the Town. The Town's website may not be able to support a robust Ombudsman page, so web consulting may be needed to create a linked landing page or other accessory; additional time may be needed to set it up initially; or information distribution which may need additional support. Funds will be used only as needed, and usage shall be tracked on the Ombudsman page, in the spirit of open information.

This budget constitutes a one-year experiment, to help get efforts underway, to see if efforts are working over the course of a year, and if so, help determine what funds may be needed for long term efforts to sustain the commitment.

Some may say that the Town can't afford to spend the time, attention and resources to create or support this functionality. We can't afford NOT to. The Town is already burdened with FOIA requests and Open Meeting Law complaints, justified or not, and this may help streamline those and restore trust. It can protect Town employees and board and committee volunteers, with a non-confrontational method of getting information, so that they don't feel personally affronted, and they can get on with the business of their work, while an impartial intermediary fields requests and questions in a professional way.



TOWN OF WAYLAND

PETITIONERS' ARTICLE FOR TOWN MEETING

Attach extra pages if necessary

For those looking to find the information, it also provides a non-confrontational pathway, so they are not reduced to having to file FOIA requests, or otherwise have their only other avenue be to rapid-fire questions during meeting Public Comment which may or may not get answered. Even perhaps OML complaints could get solved in days instead of weeks and months and with a lot less paperwork.

Some may say that a small number of townspeople may abuse this new resource, and indeed it may have to be protected from overuse, protocols can be figured out over time to protect the rights for all to equally access this resource. Some may complain that not all information will be able to be shared at any given time, given employment law or executive session legalities – but even if we can openly share 95% of the information topics, and directly state why other info cannot be shared at that time, we are a better community for it.

Some may say that if the Information Ombudsman role is under the Town Administrator (or any other Town board or committee) that it cannot be truly independent to be able to provide unvarnished facts. For the Town to fund or direct any efforts, it must be in some way part of, or tied to, Town government, this is true. But to mitigate concerns, by making the tools, questions and answers all publicly available on the Ombudsman webpage, if anyone has a concern with the facts as they are presented, concerns can be raised, publicly, and worked through together.

We live in an era when disinformation can be disseminated as truth in a matter of seconds, and as a Town we need to step up and protect and cultivate the truth. Truth is no longer a passive goal. We must set it as a priority and at least try to fix what is not working.

Petitioners' Comments (150-word limit per Town Code):

Words Matter. Truth Matters. Facts Matter. Community is one of our most precious resources. We've seen over the past few years that truth doesn't just float to the top, we need to actively engage so that it does. We need to throw it a lifeline. We have so many important issues facing us as a Town. To find solutions, we need to put ourselves on a solid foundation to face them together – and a large part of that is using the power of the internet to make sure that information and facts are available and are a meaningful and useful tool for all of our residents.

Lead Petitioner's Contact Information*

Name (for publication in warrant): Rebecca Stanizzi

Phone (for discussing article): 617-922-3409

Email (for publication in rstanizzi@wayland.ma.us

Signature of Lead Petitioner: *Rebecca Stanizzi* **Date:** 1/15/2021

* The lead petitioner will serve as spokesperson for the article and will be the contact person for the Finance Committee, Board of Selectmen, and Planning Board, if the petition is a zoning issue.



TOWN OF WAYLAND

SPONSORING BOARD ARTICLE REQUEST FOR TOWN MEETING

Attach extra pages if necessary

Article Title: Recognize Citizens and Employees for Particular Service to the Town **Estimated Cost:** \$0

Article Description (final language to be provided by Town Counsel based on description provided):

To determine whether the Town will recognize the achievements and contributions to Town government of citizens and employees:

1. To recognize citizens who have served in a volunteer capacity on elected and/or appointed boards, committees, and commissions for a minimum of 25 years (service need not be consecutive);
2. To recognize employees who have retired since the previous Annual Town Meeting or intend to retire prior to June 30, 2021, subject to a minimum of 20 years of service;
3. To request Town Meeting observe a moment of silence in memory of elected or appointed volunteers, employees with at least 10 years of service, or an employee while in service to the Town without regard to tenure who shall have passed away since the adjournment of the 2020 Annual Town Meeting.

The following citizens are recognized for their extensive service to the Town:

Town Clerk is working with the Town Administrator's office to provide complete information before submission.

The following town and school employees have retired since the 2020 Annual Town Meeting or will retire before June 30, 2021 and have or will have served the Town for over 20 years:

Town Clerk is working with the Town Administrator's office to provide complete information before submission.

The following elected or appointed volunteers or employees have passed away since the 2010 Annual Town Meeting:

Town Clerk is working with the Town Administrator's office to provide complete information before submission.

Background Information (to be used by Finance Committee to draft its report. Please explain the intent of the article, why it should be supported now, as well as known reasons the article may be opposed):

This is a standard article that allows recognition and commendation of certain citizens and employees.

Proposer's Comments (if needed, 150-word limit per Town Code):

RECEIVED

JAN 08 2021

Board of
Town of Wayland

Contact Information for Publication in Warrant

Contact Person Name: Louise Miller

Contact Person Phone: 508.358.3620

Contact Person Town Email: lmiller@wayland.ma.us

Proposing Board Information



TOWN OF WAYLAND
SPONSORING BOARD ARTICLE REQUEST FOR TOWN MEETING
Attach extra pages if necessary

Board Name: Board of Selectmen

Board Vote (Quantum) to Submit 5-0-0 **Date of Board Vote:** 12.14.2020

Signature of Board Chairperson: *Clayton Kaesling* **Date:** 1-8-21

Article A. Recognize Citizens and Employees for Particular Service to the Town

Proposed by: Board of Selectmen

To determine whether the Town will recognize the achievements and contributions to Town government of citizens and employees:

1. To recognize citizens who have served in a volunteer capacity on elected and/or appointed boards, committees, and commissions for a minimum of 25 years (service need not be consecutive);
2. To recognize employees who have retired since the previous Annual Town Meeting or intend to retire prior to June 30, 2020, subject to a minimum of 20 years of service;
3. To request Town Meeting observe a moment of silence in memory of elected or appointed volunteers, employees with at least 10 years of service, or an employee while in service to the Town without regard to tenure who shall have passed away since the adjournment of the 2019 Annual Town Meeting.

The following citizens are recognized for their extensive service to the Town:

None identified at this time.

The following town and school employees have retired since the 2020 Annual Town Meeting or will retire before June 30, 2020 and have or will have served the Town for over 20 years:

John Doe	# of years	Position
----------	------------	----------

The following employees with 10 years of service and elected or appointed volunteers who have passed away since the publication of the 2020 Annual Town Meeting Warrant:

John Doe	Month XX, 2020	Position
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FINANCE COMMITTEE COMMENTS: This is a standard article that allows recognition and commendation of certain citizens and employees.

The Board of Selectmen recommends approval. Vote: 0-0-0

RECOMMENDATION: The Finance Committee recommends approval. Vote: 0-0-0

QUANTUM OF VOTE: Majority.

For more information about this article, contact Town Administrator Louise Miller at 508-358-3620 or email lmiller@wayland.ma.us.



TOWN OF WAYLAND
SPONSORING BOARD ARTICLE REQUEST FOR TOWN MEETING
Attach extra pages if necessary

Article Title: Pay Previous Fiscal Years Unpaid Bills **Estimated Cost:** \$

Article Description (final language to be provided by Town Counsel based on description provided):

To determine whether the Town will vote to:

- (a) pay the bills of the prior fiscal years,
- (b) appropriate a sum of money for the payment of the foregoing bills of prior fiscal years; and
- (c) provide for such appropriation by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by borrowing, or otherwise.

Some additions may be made later if additional bills are found.

Background Information (to be used by Finance Committee to draft its report. Please explain the intent of the article, why it should be supported now, as well as known reasons the article may be opposed):

Occasionally, bills are not paid at the end of a fiscal year for a number of reasons, including late submission. The unpaid bills from previous years are summarized in this article and paid using the current year appropriations.

Proposer's Comments (if needed, 150-word limit per Town Code):

Contact Information for Publication in Warrant

Contact Person Name: Brian Keveny **Contact Person Phone:** 508.358.3611

Contact Person Town Email: bkeveny@wayland.ma.us

Proposing Board Information

Board Name: Board of Selectmen

Board Vote (Quantum) to Submit 5-0-0 **Date of Board Vote:** 12.14.2020

Signature of Board Chairperson: *Brian Keveny* **Date:** 1-8-21

RECEIVED

JAN 08 2021

Board of Selectmen
Town of Wayland

Article B. Pay Previous Fiscal Year Unpaid Bills

Proposed by: Board of Selectmen

Estimated Cost: \$XXXXXX

To determine whether the Town will vote to:

- (a) pay the bills of the prior fiscal years,
- (b) appropriate a sum of money for the payment of the foregoing bills of prior fiscal years; and
- (c) provide for such appropriation by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by borrowing, or otherwise.

Fiscal Year 2019 liabilities to be paid using Fiscal Year 2021 appropriations:

WB Mason	\$40.94	FY2021 Town Office budget Supplies
ComTech Solutions	\$2,795.15	FY2021 XXXXX
AFC Urgent Care	\$560.00	FY2021 Town Office budget Contractual Services

Fiscal Year 2020 liabilities to be paid using Fiscal Year 2021 appropriations:

NE Time Solutions	\$469.23	FY2021 Town Clerk Budget Supplies
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Some additions may be made later if additional bills are found

FINANCE COMMITTEE COMMENTS: Occasionally, bills are not paid at the end of a fiscal year for a number of reasons, including late submissions or bill disputes. The unpaid bills from the previous fiscal year are summarized in this article and will be paid using the current year appropriation.

The Board of Selectmen recommends approval. Vote: 0-0-0

ARGUMENTS IN FAVOR: This is a standard article that allows the Town to pay bills for the previous fiscal year.

ARGUMENTS OPPOSED: The Finance Committee is not aware of any.

RECOMMENDATION: The Finance Committee recommends approval. Vote: 0-0-0

QUANTUM OF VOTE: 4/5 vote – see Massachusetts General Laws Chapter 44, Section 64

For more information about this article, contact Finance Director Brian Keveny 508-358-3611 or email bkeveny@wayland.ma.us.



TOWN OF WAYLAND
SPONSORING BOARD ARTICLE REQUEST FOR TOWN MEETING
Attach extra pages if necessary

RECEIVED

JAN 08 2021

Board of Selectmen
Town of Wayland

Article Title: Personnel Bylaws and Wage & Classification Plan – Non-Union Personnel

Estimated Cost: \$ -

Article Description (final language to be provided by Town Counsel based on description provided):

To determine whether the Town will vote to amend the Code of the Town of Wayland, Chapter 43, PERSONNEL, and the Personnel Wage and Salary Classification Plan (Appendix TBD) previously adopted by the Town for non-union Town employees, and further, to determine whether the Town will vote to raise and appropriate, transfer from available funds, transfer from funds already appropriated for another purpose, or otherwise, the sum of \$ - for the purpose of funding said adjustments to wages and salaries for non-union Town employees for fiscal year 2020, and to authorize the Town Accountant to allocate said sums to and among the personnel and line items affected thereby in such accounts as are proper and required.

Background Information (to be used by Finance Committee to draft its report. Please explain the intent of the article, why it should be supported now, as well as known reasons the article may be opposed):

Proposer's Comments (if needed, 150-word limit per Town Code):

Annual wage adjustments for non-union staff are brought to Annual Town Meeting. The proposed - % FY22 increase as identified in Appendix TBD of the warrant represents a nominal increase for non-union staff. The increase is consistent with wage increases for other town employees. Increases to starting wages for hourly and seasonal employees reflect the increase in the state minimum wage.

Contact Information for Publication in Warrant

Contact Person Name: Louise Miller **Contact Person Phone:** 508.358.3620

Contact Person Town Email: lmiller@wayland.ma.us

Proposing Board Information

Board Name: Board of Selectmen

Board Vote (Quantum) to Submit 5-0-0 **Date of Board Vote:** 01.04.2021

Signature of Board Chairperson:  **Date:** 1-8-21

Article H. Personnel Bylaws and Wage & Classification Plan: Non-Union Personnel

Proposed by: Board of Selectmen

Expected Cost: \$X

To determine whether the Town will vote to amend the Code of the Town of Wayland, Chapter 43, PERSONNEL, and the Personnel Wage and Salary Classification Plan (Appendix TBD) previously adopted by the Town for non-union Town employees, and further, to determine whether the Town will vote to raise and appropriate, transfer from available funds, transfer from funds already appropriated for another purpose, or otherwise, the sum of \$ - for the purpose of funding said adjustments to wages and salaries for non-union Town employees for fiscal year 2020, and to authorize the Town Accountant to allocate said sums to and among the personnel and line items affected thereby in such accounts as are proper and required.

Proposer's Comments:

Annual wage adjustments for non-union staff are brought to Annual Town Meeting. The proposed - % FY22 increase as identified in Appendix TBD of the warrant represents a nominal increase for non-union staff. The increase is consistent with wage increases for other town employees. Increases to starting wages for hourly and seasonal employees reflect the increase in the state minimum wage.

FINANCE COMMITTEE COMMENTS:

The Board of Selectmen recommends approval. Vote: 0-0-0

ARGUMENTS IN FAVOR:

ARGUMENTS OPPOSED:

RECOMMENDATION: The Finance Committee recommends approval. Vote: 0-0-0

QUANTUM OF VOTE: Majority vote. See Massachusetts General Laws, Chapter 41, Section 108A

For more information about this article, contact Town Administrator Louise Miller at 508-358-3620 or email lmiller@wayland.ma.us.



TOWN OF WAYLAND
SPONSORING BOARD ARTICLE REQUEST FOR TOWN MEETING
Attach extra pages if necessary

Article Title: Surface Water Quality Committee Budget **Estimated Cost:** \$51,000

Article Description (final language to be provided by Town Counsel based on description provided):

To appropriate funds for the expenses of the Surface Water Quality Committee to be spent under the direction of the Board of Selectmen

Background Information (to be used by Finance Committee to draft its report. Please explain the intent of the article, why it should be supported now, as well as known reasons the article may be opposed):

The work of the Surface Water Quality Committee (SWQC) is cyclical with the seasons and the largest expenditures occur over the summer months. From a budget perspective, this timing and financial variability of expenditures does not fit well with the Town’s fiscal year ending on June 30. For instance, some years the SWQC needs to treat for milfoil which results in higher expenses and crosses the fiscal year end for the treatment timetable.

Appropriating funds through an article rather than the budget will allow funds to be carried over the June 30 year end and improve the budgeting and cash flow for the SWQC work and expenses. There is no change to the budgeted amount. The FY21 budget in Miscellaneous Committees was \$51,000 and the same amount is being requested for FY2021 in this article.

Proposer’s Comments (if needed, 150-word limit per Town Code):

RECEIVED

JAN 08 2021

Board of Selectmen
Town of Wayland

Contact Information for Publication in Warrant

Contact Person Name: Louise Miller **Contact Person Phone:** 508.358.3620

Contact Person Town Email: lmiller@wayland.ma.us

Proposing Board Information

Board Name: Board of Selectmen

Board Vote (Quantum) to Submit 5-0-0 **Date of Board Vote:** 12.14.2020

Signature of Board Chairperson:  **Date:** 1-8-21

Article I. Surface Water Quality Committee Budget

Proposed by: Board of Selectmen

Estimated Cost: \$XXX

To determine whether the Town will vote to appropriate funds for the expense of the Surface Water Quality Committee to be spent under the direction of the Board of Selectmen.

FINANCE COMMITTEE COMMENTS:

The Board of Selectmen recommends approval. Vote: 0-0-0

ARGUMENTS IN FAVOR:**ARGUMENTS OPPOSED:**

RECOMMENDATION: The Finance Committee recommends approval. Vote: 0-0-0

QUANTUM OF VOTE: Majority – see Massachusetts General Laws Chapter 40, Section 5.

For more information about this article, contact Town Administrator Louise Miller at 508-358-3620 or email lmiller@wayland.ma.us.



TOWN OF WAYLAND

41 COCHITUATE ROAD
WAYLAND, MASSACHUSETTS 01778

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

To: Louise Miller, Town Administrator

From: John Bugbee, Asst. Town Administrator

Date: January 29, 2021

RE: SWQC FY21 Budget

Per your request, below is the Surface Water Quality Commission (SWQC) Annual Town Meeting Warrant Article analysis / explanation for FY22.

Article Description (final language to be provided by Town Counsel based on description provided):

To appropriate funds for the expenses of the Surface Water Quality Commission to be spent under the direction of the Board of Selectmen.

Background Information

The work of the Surface Water Quality Commission (SWQC) is cyclical with the seasons with the largest expenditures occurring over the summer months. From a budget perspective, the timing and financial variability of expenditures is somewhat problematic due to the fact that this schedule does not line up with the Town's fiscal year ending on June 30. For example, there are years in which the SWQC needs to treat bodies of water for milfoil which often results in higher expenses and a treatment timetable that can cross into multiple fiscal years.

This is the second year of proposed funding through a financial warrant article. Appropriating funds through a warrant article rather than the operating budget allows funds to be carried over beyond the June 30 fiscal year deadline and improves the budgeting and cash flow for SWQC work / expenses.

Article Analysis

The total budget request from the SWQC is \$75,200. This represents a \$24,200 increase from the previous year's budget. Based on a historical spending analysis, I would recommend a level funded budget of \$51,000. The SWQC expenditures include:

- 1) **Dudley Pond Tape Grass Mitigation (\$35,800)** – The invasive species tape grass has proliferated in Dudley Pond, due in large part to the containment of another invasive species (milfoil plant) following the application of a chemical treatment called ProcettaCOR. One round of tape grass cutting was completed in the summer of 2020 and

in 2021 two rounds of cutting are anticipated at an estimated cost of \$25,800 per cutting. The first cutting will be funded through existing funds within last year's warrant article. In addition to the mechanical pulling, some hand pulling is needed to address areas that cannot be reached with mechanical pulling. The cost to perform hand pulling is \$5,000 per round with a potential need of two rounds of hand pulling.

- 2) **Dudley Pond Water Quality Testing (\$3,200)** – Testing is required to determine Dudley pond's health at a cost of \$1,600 per test with two rounds required in a season.
- 3) **Heard Pond Water Chestnut Mitigation (\$12,000)** – Treating the invasive species in Heard Pond has historically required contracting a vendor to hand-harvest water chestnut and although Heard pond also has a milfoil issue, SWQC has focused more recently on the water chestnut removal only. The cost of hand pulling water chestnut is approximately \$12,000.

Historic Expenditures for SWQC

1. ***FY 2016 = \$34,087.62***
2. ***FY 2017 = \$44,479.11***
3. ***FY 2018 = \$38,274.21***
4. ***FY 2019 = \$44,566.90***
5. ***FY 2020 = \$56,149.48***
6. ***YTD (FY 2021) = \$40,050***

5. River's Edge Review

See Packet for Packet February 1st at
8:15AM

**Charge for Advisory Group to the Town Administrator on Action Steps
Involving Issues Around Racial Justice
August 2020**

Subsequent to the killing of George Floyd in May 2020, as well as too many other Black lives unnecessarily extinguished over the years, ongoing demonstrations in Wayland have been organized to protest racial injustice and inequity throughout our country. Our community is not immune from issues involving racism as recent heartbreaking posts on social media have brought examples of such injustice closer to home.

In an effort to provide a Town-wide forum for the Wayland community to convene and engage in education and dialogue around issues involving race, equity, and racial justice, the Town Administrator will assemble an advisory group comprised of up to eight Wayland residents who will assemble for the purpose of discharging the following tasks.

Community Conversations on Race

- Gather information from surrounding communities to determine different models for convening Town-wide forums focused on issues around race, equity, and racial justice;
- Draft a set of recommendations to the Board of Selectmen indicating which two or three models would most appropriately meet the needs of the Wayland community;
- Present the set of recommendations to the Board of Selectmen at a public meeting; and
- Subsequent to approval of a particular model by the Board of Selectmen, serve as the lead body in organizing the initial community event.

Exploring the Concept of a Human Rights Committee

- Gather information from surrounding communities to determine different models for standing up a Human Rights Committee; and
- Draft a set of recommendations to the Board of Selectmen indicating i) if a Human Rights Committee would serve a necessary and beneficial role in Wayland, and if so, ii) what appropriate model for a Human Rights Committee would best serve Wayland's needs.

Racial Justice Advisory Committee

- First Event Planned: Sunday February 28, 2021 at 5:00 pm to celebrate Black History Month
Anticipated attendance (25-30) Needham experience (75-160)
- Event Outline: Emcee: 3-5 minute introduction regarding Racial Advisory Committee, Our Wayland – Working Towards Unity, Diversity, and Equity
Emcee to be determined
Speaker regarding Black History Month – what it means, why is it celebrated, why are we celebrating it in Wayland?
Speaker to be determined
“My Journey to Wayland” or similar title: DaLonn Pearson, Wayland Police Officer, shares his story
Small group discussion breakout moderated by members of the committee
Questions to be provided to members to direct group discussions
Return to share any “call to action” from breakout discussions
Survey after event
Survey to be drafted
Student involvement (through Youth and Family Services Director – student leadership – Wayland and Boston students)
- Launch: Early February – Hold the Date
Logo and Tagline
Promote with weekly “did you know vignette?”
Perhaps promote student and community artwork as part of ongoing reissuance of date and event
- Advertising: EMedia – Facebook, website, mailing lists
Posters
Community partners (interfaith organizations, other organizations)
- Sign-Up: EventBrite or other Town platform



**TOWN OF WAYLAND
BOARD OF HEALTH**
41 COCHITUATE ROAD
WAYLAND, MASSACHUSETTS 01778

Julia Junghanns, R.S., C.H.O.
DIRECTOR OF PUBLIC HEALTH
TEL. (508) 358-3617

Ruth Mori, MSN, R.N.
PUBLIC HEALTH NURSE
TEL. (508) 358-3617

Wayland COVID-19 Case Update – January 15, 2021

****Cases are from Fri January 8, 2021-Thurs January 14****

The Wayland Health Department is actively monitoring the status of the COVID-19 pandemic in Wayland. The reporting structure below is designed to balance the privacy of affected individuals as much as possible while keeping the public informed about COVID-19 activity in Wayland.

	Total Cases to date	Cases as of previous report date	New Cases since last report	Cases Removed from Isolation	Total Current Active Cases
Confirmed (LAB) COVID-19 cases	409	383 as of 1/8/2021	26 as of 1/14/2021	58 since 1/7/2021	39 as of 1/14/2021

The information below is regarding Lab Confirmed Covid-19 cases only

Sex

Female	190
Male	219

Total Ages per Category Deceased

<19	74	0
20-29	50	0
30-39	21	0
40-49	50	0
50-59	58	0
60-69	32	4
70-79	35	1
80-89	44	8
90-99	42	8
100-109	3	0

Total Cases as of 1/14/2021

Active Non-Hospitalized	36
Active Hospitalized	3
Recovered	349
Deceased	21
Total	409

Live/work within Wayland Long Term Care Facilities (LTC)	97
Live/work within the Wayland General Community	312

School Based Information Year to Date as of 1/15/2021

School	Confirmed Student	Confirmed Staff	In school Student Close Contact	In school Staff Close Contact	Out of school Student Close Contact
Loker	8	(r)1 +1	6	0	3
Happy Hollow	3	0	0	0	8
Claypit	7	1	40	0	7
Middle	9	1	4	2	2
High School	17	(t)1 +6	61	5	2

Remote(r) Not working in the school bldg

Travel (t) Positive related to travel



**TOWN OF WAYLAND
BOARD OF HEALTH**
41 COCHITUATE ROAD
WAYLAND, MASSACHUSETTS 01778

Julia Junghanns, R.S., C.H.O.
DIRECTOR OF PUBLIC HEALTH
TEL. (508) 358-3617

Ruth Mori, MSN, R.N.
PUBLIC HEALTH NURSE
TEL. (508) 358-3617

Wayland COVID-19 Case Update – January 22, 2021

****Cases are from Fri January 15, 2021-Thurs January 21****

The Wayland Health Department is actively monitoring the status of the COVID-19 pandemic in Wayland. The reporting structure below is designed to balance the privacy of affected individuals as much as possible while keeping the public informed about COVID-19 activity in Wayland.

	Total Cases to date	Cases as of previous report date	New Cases since last report	Cases Removed from Isolation	Total Current Active Cases
Confirmed (LAB) COVID-19 cases	440	409 as of 1/14/2021	31 as of 1/21/2021	31 since 1/14/2021	39 as of 1/21/2021

The information below is regarding Lab Confirmed Covid-19 cases only

Sex

Female	205
Male	235

Total Cases as of 1/14/2021

Active Non-Hospitalized	38
Active Hospitalized	1
Recovered	380
Deceased	21
Total	440

Total Ages per Category Deceased

<19	83	0
20-29	53	0
30-39	22	0
40-49	56	0
50-59	65	0
60-69	32	4
70-79	37	1
80-89	46	8
90-99	42	8
100-109	3	0

Live/work within Wayland Long Term Care Facilities (LTC)	99
Live/work within the Wayland General Community	341

School Based Information Year to Date as of 1/22/2021

School	Confirmed Student	Confirmed Staff	In school Student Close Contact	In school Staff Close Contact	Out of school Student Close Contact
Loker	0	(r)1 +1	6	0	3
Happy Hollow	3	0	0	0	8
Claypit	3	1	8	0	7
Middle	2	1	4	2	2
High School	5	(t)1 + 2	27	5	0

Remote(r) Not working in the school bldg

Travel (t) Positive related to travel



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

TOWN OF WAYLAND

41 COCHITUATE ROAD
WAYLAND, MASSACHUSETTS 01778

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

DRAFT Meeting Minutes
BOARD OF SELECTMEN
Monday, January 11, 2021
5:00 p.m.
Wayland Town Building
Council on Aging Room
41 Cochituate Road, Wayland, MA

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

Attendance: Lea T. Anderson, Mary M. Antes, Thomas J. Fay, Cherry C. Karlson, David V. Watkins
The Board participated remotely by video-teleconferencing via Zoom and WayCAM. C. Karlson participated by video-teleconferencing and was also present at Town Building.

Also Present: Town Administrator Louise Miller, Assistant Town Administrator John Bugbee and Management Analyst Seath Crandall were present at Town Building and participated by video-teleconference. Finance Director Brian Keveny participated by video-teleconference.

A1. Call to Order by Chair, Review the Agenda for the Public At 5:02 p.m., C. Karlson called the meeting of the Board of Selectmen to order when a quorum was available by video-teleconference. C. Karlson announced that the meeting would be broadcast and recorded for later broadcast by WayCAM in compliance with revised Open Meeting Law requirements. C. Karlson announced by full name each Board member who was participating remotely and announced that no in person attendance of members of the public would be permitted. She announced a phone number for the public to call to offer comments and reviewed the procedure for participating via Zoom.

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

Rebecca Stanizzi, Winthrop Road, Chair of the Economic Development Committee (EDC), commented as an individual resident by teleconference. R. Stanizzi emphasized the importance and value of factual information and reported that a letter to the editor from a resident had been published in the Town Crier, which included inaccurate information on the Town Center Project and the River's Edge Project. She reported that the op-ed letter included allegations that the Board was hiding environmental information and making sweetheart deals with developers.

R. Stanizzi informed the Board that these allegations were rooted in content provided by the Wayland Voters Network (WVN), a local email listserv group, which purports to ensure that voters are informed. She described that the WVN has a history of demonstrated bias and that WVN publishes and disseminates sensational content that is not always factual, and is opaque because it does so anonymously. R. Stanizzi reported that WVN has been explicit that corrections and rebuttals to its published content are not accepted.

R. Stanizzi recommended that the Board call WVN to change its mandate, which she described as counterproductive and divisive. R. Stanizzi recommended that WVN be invited to a BoS meeting to openly disclose its staff members, disclose any conflicts, discuss the use of bylines to promote accountability, and its willingness to make corrections to misinformation. R. Stanizzi recognized that WVN did not have to do so by its first amendment right, but recommended that the Board act to caution residents that WVN publications may not be a reliable news source if it does not take these steps.

R. Stanizzi also recommended that the Town establish an ombudsman as a mechanism to register complaints, obtain and fact check information.

Anette Lewis, Claypit Hill Rd, joined by teleconference and asked the Board to read the two comment letters that she had submitted related to the two River's Edge easement agreements. A. Lewis reiterated that the Board needed to make sure that what was written in the agreements was what the Board intended. A. Lewis noted that it was not enough to rely on the Town Administrator or Town Counsel to write and understand the language.

A. Lewis suggested that the Board furnish a plan for the long-term practice for wastewater that identifies capital expenditures. A. Lewis suggested that the Wastewater Commission hold a public hearing on the easement language and that it be presented at Annual Town Meeting. A. Lewis commented that it was problematic that the general public was not aware of the length of the useful life of the leaching field or the Town's plan for the leaching field when it was no longer usable. A. Lewis commented that the agreement includes the phrase 'easement in gross' which negates all other language in the document. A. Lewis requested that the Board explain how easements work, and noted that easements generally grant property rights that cannot be revoked. A. Lewis asked that the Board understand what it was doing. A. Lewis stated, in regard to R. Stanizzi's comments, that if the Town had a more informative website then residents may be satisfied.

A3. Fiscal Year 2022 Budget Review: Town Administrator and Finance Director reviews and makes recommendation on all operating and capital budgets, including schools; potential vote to recommend operating and capital budgets to Finance Committee. Finance Director, B. Keveny joined the meeting via teleconference. L. Miller noted that the Budget Review was the last step of the process to make a recommendation to the Finance Committee on the Operating and Capital Budget, which now included both Town and School budgets. L. Miller summarized the revisions: the Superintendent's budget included an additional 7.24 new FTEs which resulted an increase of \$110,000 to the Unclassified - Health Insurance line for a total of \$9.22M. L. Miller noted that there was a potential change to the Transfer Station fund line, as there is a proposal to replace the revolving fund with a new enterprise fund under review by the Board, Finance Committee and Board of Public Works. L. Miller reminded the Board that the review of Omnibus Budget revenue sources had not yet been completed, and there was a need to review the shortfalls in the School Department's Revolving Funds to determine if further budgetary action was needed. D. Watkins and C. Karlson discussed the Board's obligation, which by Town Code was to recommend to the Finance Committee only the budgets under the jurisdiction of the Board. There was a discussion about the need for Annual Town Meeting (ATM) authorization to make transfers that were required by the Department of Revenue. C. Karlson requested that L. Miller forward the recommendation to the Finance Committee. C. Karlson recommended that the Board rest with its prior vote on Dec. 7 to transmit the budget to the Finance Committee. The Board concurred.

A4. 2021 Annual Town Meeting: a. 2021 Annual Town Meeting Articles: Review and potential vote to submit C. Karlson noted that the purpose was to review the ATM warrant articles for submittal that would be sponsored by and later discussed by the Board. The Board reviewed each document as it appeared in the packet.

- **Purchase of Land for a Council on Aging/Community Center:** T. Fay summarized that the purpose of the article was for ATM voters to determine if the Town should purchase a parcel of land to develop a Council on Aging/Community Center (COA/CC), for a nominal fee. C. Karlson noted that the necessary funds had already been appropriated and that this article was to merely determine the location.
- **Transfer Station Enterprise Fund (3 separate articles):** L. Miller reviewed the three anticipated articles related to the Transfer Station. L. Miller reviewed the first article, to rescind the current Transfer Station Revolving Fund, which she noted had not met its obligations for two years. L. Miller reported that the Transfer Station had experienced a drop in revenue which needed a General Fund transfer in order for the fund to be solvent. The article would rescind and close out the balance of the fund to the General Fund on June 30. L. Miller reviewed a second article to create a new Transfer Station Enterprise Fund, and the third article to determine the budget for said fund. L. Miller noted that all enterprise funds are supposed to be voted separately from the Operating Budget. D. Watkins requested that the Board review a solvency plan.
- **Remote Participation at Annual Town Meeting:** C. Karlson reminded the Board that it had already voted its intent to submit the Remote Participation warrant article. There was discussion about the ways in which the article amends Town Code. D. Watkins reported that he had consulted with Sen. Rausch who is working on state-level legislation that is related to remote-participation at public meetings.

- **Spencer Circle Street Acceptance** C. Karlson requested that this article be revisited, as the article had already been acted upon by the Board, but some text in the article was erroneously omitted at the time of the vote. T. Fay indicated that the topic was not included on the agenda for action, no new action was taken.
- **Appropriation to Fund Bond Anticipation Note (BAN) related to River's Edge:** C. Karlson pointed out the distinction between the title of the article as it appeared on the agenda, and title as it appeared in the packet. C. Karlson suggested the article be re-titled 'Appropriation to Pay Bond Anticipation Note (BAN) related to River's Edge'. L. Anderson concurred. C. Karlson also amended the article description to broaden the funding source for the appropriation. L. Miller noted that the language would be reviewed by Town Counsel to determine the appropriate level of specificity, and that revisions may alter the required quantum of vote.

L. Miller reported that there had been a Special Town Meeting Warrant Article to fund asbestos remediation in the soil at the River's Edge site. The ATM voters approved funding the article with debt; the Town then entered into a BAN to cover the cost of the removal of the soil. L. Miller noted that the BAN will soon expire and needs to be converted into long-term borrowing or use the proceeds of its sale to pay it off. L. Miller also recommended a discussion to determine if there was any necessary action with respect to the borrowing, given that ATM voters approved that the funds could be borrowed long-term.

T. Fay moved, seconded by L. Anderson, that the Board vote to submit the following six articles: Purchase of Land for a Council on Aging/Community Center, Transfer Station Enterprise Fund (3 separate articles), Remote Participation at Annual Town Meeting, Appropriation to Fund Bond Anticipation Note (BAN) related to River's Edge to the 2021 Annual Town Meeting warrant. Roll Call Vote: YEA: L. Anderson, M. Antes, T. Fay, C. Karlson, D. Watkins. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

A5. COVID-19: a. Update from Town Administrator L. Miller reported that there was a total of 39 new confirmed COVID-19 cases in Wayland in the first week of 2021, for a grand total of 71 active cases. L. Miller reported that all in-person on-site Recreation Department programs that were slated to begin Jan. 11 were being suspended by the Recreation Director due to the recent 'red' designation. L. Miller reported that the Health Department had been coordinating with Recreation and other groups in Town such as Youth Lacrosse and Youth Basketball, and will continue to work with the School Department Athletics, which were also to be reviewed by the School Committee.

L. Miller reported that the Town hired new Health Department staff to support vaccination efforts. L. Miller noted that vaccinations began on Jan. 11 for Wayland first responders in Natick. The Town has registered and been accepted by the state as a vaccination site. L. Miller noted that the website would be updated to provide residents with the most up to date information, but asked residents to be patient as the state rolls out the plans. L. Miller reported that other communities are discussing full-remote learning model as the virus becomes more widespread.

L. Miller reported that the Town issued the RFP for the surveillance COVID-19 testing program in the schools, which received three responses. L. Miller reported that the state also announced plans to fund a six-week surveillance program like the one proposed. The School Committee would review the matter.

L. Miller noted that the gravity of the pandemic is impacting morale, and that many communities including Wayland are seeing resignations of essential personnel, public health nurses and Health Directors. L. Miller reminded residents to be patient and that there is a COVID-19 Hotline. L. Miller reported that the hotline is staffed and for callers to leave a message and someone will follow-up. C. Karlson read the hotline telephone number for the public. T. Fay also recommended a robo-call. L. Miller recognized that the Wayland Health Department team was working very hard and appreciated their hard work. L. Miller added that the Wayland Health Department team is highly competent and noted that Wayland's Head Public Nurse is actually the President of the Nurses Association.

The Board thanked the public health staff for their efforts. D. Watkins asked about formal employee recognition programs and support for employees. L. Miller noted that the Town did not currently have a formal program, and that recognition programs in unionized environments can be challenging. L. Miller also reviewed the support resources that are available to all employees and residents.

A6. Town Administrator update: a. Surveillance Testing in Schools b. Kindergarten c. COVID 19 Vaccination Update d. Reeves Hill Communication Tower L. Miller reported that School and Town departments were coordinating efforts to prepare for opening school facilities for Kindergarten students to attend

school in-person beginning on Feb. 25. L. Miller provided no further update on surveillance testing or vaccination plans as the topics were addressed in A5. L. Miller did not have an update on the Reeves Hill Communication Tower.

A8. River's Edge: Update to include permitting, easement and wastewater documents, 12th amendment to the land disposition agreement and timeline C. Karlson reviewed the two recent documents included in the supplemental packet on the access easement and wastewater easement respectively. L. Miller noted that the language in both documents was reviewed again with consideration for the Board's and public comments. The Board discussed the revisions to the language. C. Karlson noted that final approval would occur at the next meeting. L. Miller reviewed the revisions to the wastewater easement; the Board recommended further revisions. C. Karlson noted that the document acknowledges that the Operation and Maintenance Agreement exists, a binding agreement, but that the final details would be determined by the Conservation Commission and Wastewater Commission. L. Miller noted that the deadline to respond to the public involvement petition (PIP) was Jan. 19.

A7. Eversource Grant of Location Hearing: Rice Road – Westerly side approximately 1770± feet North of Turkey Hill Road; Install one (1) new stub pole #28/22S CONTINUATION to February 8, 2021 at 7:00 pm

a) Petitioners requests permission to erect or construct a new pole to be owned and used in common by them upon, along, and across the stated location and lay and maintain underground laterals, cables, and wires in the above or intersecting public ways for making connections with such poles and buildings as each of said petitioners may desire for distributing purposes.

1. Re-Open Hearing and Read Announcement
2. Presentation and Recommendation
3. Public Comment
4. Board Discussion and Vote
5. Close Hearing

At 7:05 p.m., C. Karlson re-opened the public hearing, and read the legal notice for the public posting for the hearing as shown in the packet. C. Karlson reviewed the correspondence with Eversource, who requested more time to work on the matter and recommended the Board continue the hearing. There was no public comment, and no further discussion from the Board.

M. Antes moved, seconded by T. Fay, to continue the hearing: Rice Road – Westerly side approximately 1770± feet North of Turkey Hill Road to install one (1) new stub pole #28/22S to February 8, 2021 at 7:00 p.m. Roll Call Vote: YEA: L. Anderson, M. Antes, T. Fay, C. Karlson, D. Watkins. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

A9. Minutes - January 2, 2021, January 4, 2021 and January 8, 2021; review and vote to approve L. Anderson noted that the approval of the January 2, 2021 and January 4, 2021 meeting minutes were tabled to a future meeting.

L. Anderson moved, seconded by M. Antes, that the Board of Selectmen approve the meeting minutes of Friday, January 8, 2021, as amended. Roll Call Vote: YEA: L. Anderson, M. Antes, T. Fay, C. Karlson, D. Watkins. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0

A10. Consent: review and vote to approve C. Karlson noted that there were additional items added to the consent calendar, as posted on the revised agenda.

1. Vote the question of designating and approving signing authority to Louise Miller, Town Administrator on items listed below.
2. Vote the question of approving and signing the weekly payroll and expense warrants.
3. Vote the question of approving and signing Disclosure by Municipal Employee of Part-time, Call or Volunteer Services to a Police, Fire, Rescue or Ambulance Department Form for Neil McPherson.
4. Vote the question of approving and signing Disclosure by Municipal Employee of Part-time, Call or Volunteer Services to a Police, Fire, Rescue or Ambulance Department Form for Ryan Cheney.
5. Vote the question of approving expenditure of \$509.98 from the Wayland COVID-19 Relief Fund.
6. Vote the question of accepting with thanks two (2) donations in the amount of \$400.00 to the Wayland COVID-19 Relief Fund.

7. Vote the question of accepting with thanks 110 donations in the amount of \$36,690.00 to the Testing for COVID-19 in the Wayland Schools Fund.
8. Vote the question of recommending and approving FSA carryovers from 2020-2021 and 2021-2022 Plan.
9. Vote the question of ratifying agreement with Melanson for engagement with the Town related to the Internal Revenue Service Audit of the Town's 457(b) Plan for the 2018 Calendar Year.

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

A11. Correspondence The Board reviewed the correspondence in the packet.

A12. Selectmen's reports and concerns T. Fay reported that the Planning Board did not plan to submit any warrant articles for the 2021 ATM. T. Fay reported that Planning Board Associate member A. Lewis had prepared a memorandum to the Board in regard to the existing bylaw, which suggested that outdoor seating is permissible without ATM action, and a warrant article would not be necessary.

T. Fay acknowledged and concurred with R. Stanizzi's public comments in regard to the importance of transparent and accurate information, and supported the recommendation for bylines. M. Antes reported that she joined the last meeting of the Community Preservation Committee, which discussed nine different CPA warrant articles; all but two were approved to submit. L. Anderson reviewed pending state-level legislation on climate policy to be considered by the Governor by Jan. 14. Some Green Communities were signing onto a letter of support for the legislation to the Governor. D. Watkins noted that if the Board wanted to also endorse the letter to the Governor, it had to do so by Jan. 14. C. Karlson suggested that the Board review the letter before endorsing it. D. Watkins asked for clarification on a communication policy for the Board's advisory committees. D. Watkins acknowledged B. Stanizzi's frustration and said that he thinks WVN does a great job at what they do.

D. Watkins is working on a plan to allow Board members to openly receive and hear input from residents. C. Karlson asked if this would represent the Board. T. Fay asked about an open Zoom meeting to allow residents to ask questions. D. Watkins suggested an office hours type of idea to gather information. T. Fay asked to keep us in the loop. L. Anderson acknowledged R. Stanizzi's comment about the recent letter to the editor in the Town Crier, and expressed that there was a need to publically correct misinformation. D. Watkins suggested a Board member communicate with the author of the letter to the editor. M. Antes noted that communication had happened before on other issues.

M. Antes' remote audio connection was disconnected at 7:31 p.m.

A13. Topics Not Reasonably Anticipated by the Chair 48 Hours in advance of the Meeting, if any There were none.

A14. Executive Session I. 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; 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 final purchase price, payment details related to the wastewater connection, and the twelfth amendment to the Land Disposition Agreement pertaining to the Rivers Edge Project at 484-490 Boston Post Road; III. Pursuant to Massachusetts General Laws, Chapter 30A, Section 21 (a) (3) to discuss strategy with respect to collective bargaining with Wayland DPW Association, Teamsters Local 170; IV. Pursuant to Massachusetts General Laws, Chapter 30A, Section 21 (a) (2), (3), and (6), to review and approve the executive session minutes of January 4, 2021 and January 8, 2021 Approve and Hold: Executive Session minutes of January 4, 2021 and January 8, 2021

At 7:35 p.m., Chair C. Karlson moved, seconded by L. Anderson, that the Board of Selectmen enter into Executive Session pursuant to Massachusetts General Laws, Chapter 30A, Section 21 (a) (3) to discuss strategy with respect to litigation Ordway v. Town of Wayland pending with the Massachusetts Commission Against Discrimination; 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 final purchase price, payment details related to the wastewater connection, and the twelfth amendment to the Land Disposition Agreement pertaining to the Rivers Edge Project at 484-490 Boston Post Road; III. Pursuant to Massachusetts General Laws, Chapter

30A, Section 21 (a) (3) to discuss strategy with respect to collective bargaining with Wayland DPW Association, Teamsters Local 170; IV. Pursuant to Massachusetts General Laws, Chapter 30A, Section 21 (a) (2), (3), and (6), to review and approve the executive session minutes of January 4, 2021 with the intent to approve and hold said executive session minutes.

C. Karlson declared that a public discussion of these matters may have a detrimental effect on the litigating, negotiating, or bargaining position of the Town. Roll Call Vote: YEA: L. Anderson, T. Fay, C. Karlson, D. Watkins. NAY: none. ABSENT: M. Antes. ABSTAIN: none. Adopted 4-0.

C. Karlson invited attendance by Town Administrator Louise Miller, Assistant Town Administrator John Bugbee and Management Analyst Seath Crandall. C. Karlson announced that the Board would adjourn from executive session and no other public business would be discussed in open session.

M. Antes' remote audio connection was reconnected at 7:37 p.m.

A15. Adjourn. At 8:27 p.m. the Board adjourned from Executive Session and did not reconvene in open session.

Items Distributed for Information and Use by Board of Selectmen at the Meeting of January 11, 2021

1. There were none.

Items included in the Agenda Packet during the Board of Selectmen Meeting of January 11, 2021

2. Wayland COVID-19 Case Update as of December 31, 2020
3. Memorandum from Board of Health Director and Town Administrator dated January 5, 2021 re: Temporary Closure of Mel's Commonwealth Café
4. Memorandum from Board of Health Director and Town Administrator dated January 5, 2021 COVID-19 Vaccination
5. Memorandum from Board of Health Director and Town Administrator dated January 7, 2021 re: Wayland Designation of a Red Community
6. Annual Town Meeting 2021 Article Submission forms for: Purchase of Land for a Council on Aging/Community Center, Transfer Station Enterprise Fund (3 separate articles), Spencer Circle Acceptance, Remote Participation at TM
7. Eversource Grant of Location Public Hearing Notice for Rice Road originally published October 29, 2020
8. Correspondence from Town Administrator to Eversource dated December 15, 2021 re: Grant of Location Petition for Rice Road
9. Board of Selectmen Meeting Minutes Draft for January 8, 2021

Supplemental Packet

10. Memorandum from Town Administrator and Finance Director to Board of Selectmen dated January 11, 2021 re: Summary Update to FY2022 Budget Recommendation
11. Memorandum from Town Administrator to Finance Committee dated January 11, 2021 re: Responses to Finance Committee's Questions re CIP transmitted December 17, 2020
12. Annual Town Meeting 2021 Article Submission form for Real Estate Fund use to Pay Bond Anticipation Note related to River's Edge
13. DRAFT of Grant of Easements between Town of Wayland and Alta River's Edge for use of portion of Transfer Station Access Road
14. DRAFT of Grant of Easements between Town of Wayland and Alta River's Edge for Wastewater Improvements

CORRESPONDENCE

1. Correspondence from Wayland Public Schools Superintendent to families of students dated January 2, 2021 re: School Plan
2. Correspondence from Jessica Villatoro, Middle School Educator to Board of Selectmen dated January 2, 2021 re: Concerns regarding the School Plan
3. Correspondence from Anette Lewis, resident to Board of Selectmen dated January 4, 2021 Public comments regarding the proposed River's Edge draft Grant of Easements
4. Correspondence from Anette Lewis, resident to Board of Selectmen dated January 7, 2021 re: Public comments regarding the proposed draft River's Edge Wastewater Grant of Easements



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TOWN OF WAYLAND

41 COCHITUATE ROAD
WAYLAND, MASSACHUSETTS 01778

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

DRAFT Meeting Minutes
BOARD OF SELECTMEN
Tuesday, January 19, 2021
5:00 p.m.
Wayland Town Building
Council on Aging Room
41 Cochituate Road, Wayland, MA

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

Attendance: Lea T. Anderson, Mary M. Antes, Thomas J. Fay, Cherry C. Karlson, David V. Watkins
The Board participated remotely by video-teleconferencing via Zoom and WayCAM. C. Karlson participated by video-teleconferencing and was also present at Town Building.

Also Present: Town Administrator Louise Miller, Assistant Town Administrator John Bugbee and Management Analyst Seath Crandall were present at Town Building and participated by video-teleconference.

A1. Call to Order by Chair, Review the Agenda for the Public At 5:03 p.m., C. Karlson called the meeting of the Board of Selectmen to order when a quorum was available by video-teleconference. C. Karlson announced that the meeting would be broadcast and recorded for later broadcast by WayCAM in compliance with revised Open Meeting Law requirements. C. Karlson announced by full name each Board member who was participating remotely. C. Karlson announced that no in person attendance of members of the public would be permitted. She announced a phone number for the public to call to offer comments and how to participate via Zoom.

A2. Announcements and Public Comment C. Karlson expressed condolences, on behalf of the Board, to the Cohen family and the Wayland Police Department (WPD) after learning of the recent passing of Wayland Police Detective Christopher Cohen who served on the WPD for 18 years. There was no public comment.

A3. 2021 Annual Town Meeting: a. 2021 Annual Town Meeting Articles: Review list of articles submitted; determine staff work required and financial costs outside budget; assignments C. Karlson noted that the Board would review and discuss the work and timeline needed to prepare the Annual Town Meeting (ATM) warrant articles that had been submitted; the Board would vote to insert and take a position on articles at future meeting. The Board reviewed each warrant article request submission, assigned a date to review the article, and a Board member to manage its progress. Articles marked with an * were recommended to be heard under the Abbreviated Presentation Procedure.

- a. **Recognize Citizens and Employees for Particular Service to the Town** C. Karlson stated that the content of the article would be updated by the Town Clerk, the Benefits Manager and the School Department. The article was assigned to C. Karlson
- b. ***Pay Previous Fiscal Year Unpaid Bills** C. Karlson stated that the Finance Director would collect and compile any unpaid bills ahead of ATM. The article was assigned to C. Karlson.
- c. **Current Year Transfers** C. Karlson stated that the Finance Director and Town Administrator would identify the Current Year transfers and the source of funding. The article was assigned to C. Karlson.
- d. ***Other Post-Employment Benefits (OPEB) Funding** C. Karlson stated that there was a need for the article to also be reviewed by the Finance Committee. D. Watkins requested a third-party review the article. L. Miller reported that the Town uses an actuarial report. The article was assigned to D. Watkins.
- e. ***Fiscal Year 2022 Revolving Fund Expenditure Limits** C. Karlson stated that there was a need for the article to also be reviewed by the Finance Committee. The article was assigned to C. Karlson.

- f. ***Compensation for the Town Clerk** C. Karlson stated that there was a need for the article to be reviewed by the Human Resources Manager, Town Clerk and the Personnel Board. The article was assigned to C. Karlson.
- g. ***Personnel Bylaws and Wage & Classification Plan – Non-Union Personnel** C. Karlson stated that the content would be updated by the Town Administrator, Human Resources Manager and the Personnel Board. D. Watkins suggested that all positions be listed on the wage schedule. The article was assigned to C. Karlson.
- h. ***Cost of Living Adjustments for Non-Union Personnel** C. Karlson stated that L. Miller would determine if the article could be combined with the Personnel Bylaws and Wage & Classification Plan – Non-Union Personnel. The article was assigned to C. Karlson.
- i. ***Surface Water Quality Committee Budget** C. Karlson stated that the Article Explanation content would be updated by the Assistant Town Administrator. The article was assigned to L. Anderson.
- j. **FY 2022 Omnibus Budget** The article was assigned to all members of the Board, led by the Chair.
- k. ***Choose Town Officers** C. Karlson stated that the content would be updated by M. Antes.
- l. **Hear Reports** C. Karlson stated that the article would be updated by M. Antes.
- m. ***Sell or Trade Vehicles and Equipment** C. Karlson stated that the content would be updated by the applicable Department Managers with control over Town vehicles. The article was assigned to T. Fay.
- n. **Accept Gifts of Land, if any** C. Karlson stated that L. Miller would determine if there were any gifts of land. The article was assigned to T. Fay.
- o. **Select Board/Town Manager Special Act** C. Karlson stated that Board would consider providing public discussion forums and a red-lined version of Town Code. T. Fay noted that previous presentations would still be applicable and suggested that they be re-aired on WayCAM. The article was assigned to L. Anderson.
- p. **Purchase of Land at Town Center for a Council on Aging/Community Center** C. Karlson stated that the content of the article was dependent on the outcome of the RFP. The article was assigned to T. Fay.
- q. **Community Choice Aggregation** C. Karlson stated that the Board should consider providing public discussion forums. The article was assigned to L. Anderson.
- r. **Remote Participation at Annual Town** L. Miller stated that she, Town Counsel, the Board and the Electronic Voting Implementation Subcommittee (ELVIS) would review the article. D. Watkins noted that there was similar legislation pending at the state level which could make the article moot. The article was assigned to D. Watkins.
- s. **Capital Stabilization Fund** C. Karlson stated that the article needed more discussion related to its funding sources. The article was assigned to D. Watkins.
- t. **Loker Elementary School Solar Agreement** C. Karlson stated this article would be updated after contract negotiations. The article was assigned to L. Anderson
- u. **Transfer Station - u1. Dissolve Revolving Fund**
Transfer Station - u2. Create Enterprise Fund
Transfer Station - u3. Approve Enterprise Budget C. Karlson stated that the three Transfer Station articles were pending the completion of a budget and solvency plan. The Transfer Station articles were assigned to T. Fay.
- v. ***Appropriation to pay Bond Anticipatory Note (BAN) related to the River’s Edge Project** C. Karlson suggested that the article may be heard under Abbreviated Presentation Procedure and for it to include specific funding sources. The article was assigned to C. Karlson.
- w. ***Tax Work-Off Exemption Amendment** C. Karlson suggested that the article may be heard under Abbreviated Presentation Procedure and that Human Resources and Town Counsel review the article. The article was assigned to M. Antes.
- x. ***Spencer Circle Street Acceptance** C. Karlson stated that the Board, Finance Committee, Board of Public Works and Town Counsel would review the article. T. Fay indicated there was progress on the negotiations with the easement language. The article was assigned to T. Fay.
- y. **Loker Turf Field** D. Watkins suggested that the Town obtain the outstanding ZBA and Conservation permits before the article is reviewed by the Finance Committee. L. Miller noted that the Board does not

typically require that projects receive all permits before funding is approved at ATM. T. Fay noted that the approval of funding at ATM does not obviate the need for permits. D. Watkins stated that the project did not pass at a previous ATM. T. Fay indicated that the previous ATM vote did not pass, but only by a very small margin. The article was assigned to D. Watkins.

- z. Initial Implementation of Elementary School Space Utilization 2021-2022** C. Karlson stated that the article submitted by the School Committee would be reviewed by Town and School Department personnel and the School Committee. This includes the Buildings Director and Finance Director. The article was assigned to L. Anderson.
- aa. *CPA – Set Asides and Transfers** C. Karlson stated that the article would be heard ahead of the other CPA articles. The article was assigned to M. Antes.
- bb. CPA – Historic Preservation: Rehab 70-74 Main St** C. Karlson stated that the article would be reviewed by Assistant Town Administrator and Town Counsel. The article was assigned to M. Antes.
- cc. CPA – Historic Preservation: Cemetery Stones & Library Archival** C. Karlson stated that the Library Director and DPW Director would review the article with the Finance Committee. The article was assigned to M. Antes.
- dd. CPA – Open Spaces: Native Plants and Pollinator Plant Material** L. Miller stated that the need for legal review and would also include standard CPA article language. The article was assigned to M. Antes.
- ee. CPA – Recreation: Mill Pond Dam, Athletic Field Design and Heard Farm Improvements** L. Miller stated that the corresponding Department Managers would work with the Finance Committee. The article was assigned to M. Antes.
- ff. Establish Wayland Human Rights Commission** C. Karlson stated that the article was submitted by petitioners. L. Miller noted that she would work with the petitioners, as many of them also serve on the Race Advisory Group. The article was assigned to T. Fay.
- gg. *Resolution to Continue Electronic Voting through FY 2027** C. Karlson stated that the article was submitted by petitioners and suggested the article may be heard under the Abbreviated Presentation Procedure. The article was assigned to D. Watkins.
- hh. Recognize Law Enforcement Officers Day** C. Karlson stated that the article was submitted by petitioners. The article was assigned to D. Watkins.
- ii. Finance Committee Appointed by the Moderator** C. Karlson stated that the article was submitted by petitioners. The article was assigned to M. Antes.
- jj. Climate Emergency Resolution** C. Karlson stated that the article was submitted by petitioners. The article was assigned to L. Anderson.
- kk. Town Information Ombudsman** C. Karlson stated that the article was submitted by petitioners. The article was assigned to C. Karlson.

L. Miller left the meeting at 5:55 p.m.

A4. Town Administrator Evaluation: Board members to submit completed individual evaluation forms of the Town Administrator to the Chair C. Karlson reported that each Board member had submitted an evaluation form to the Chair to provide to the Human Resources Manager. C. Karlson recommended that Board members meet with L. Miller to discuss their evaluation. C. Karlson noted that she would prepare a draft by February 1 for open discussion on February 8.

A8. Minutes - January 2, 2021, January 4, 2021 and January 11, 2021; review and vote to approve L. Anderson noted that the approval of the January 2, 2021 meeting minutes needed to be amended to add six documents that were submitted to the School Committee for public comment. The January 11, 2021 meeting minutes were tabled to a future meeting.

L. Anderson moved, seconded by T. Fay, that the Board of Selectmen approve the meeting minutes of January 2, 2021, as amended, and January 4, 2021, as written. Roll Call Vote: YEA: L. Anderson, M. Antes, T. Fay, C. Karlson, D. Watkins. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

A9. Consent: review and vote to approve C. Karlson noted that there were additional items added to the consent calendar, as posted on the revised agenda.

1. Vote the question of designating and approving signing authority to Louise Miller, Town Administrator on items listed below.
2. Vote the question of approving and signing the weekly payroll and expense warrants.
3. Vote the question of approving and signing invoice #129223 from KP Law, dated December 30, 2020, for professional services rendered through November 30, 2020 in the amount of \$2,682.39
4. Vote the question of approving and signing invoice #129224 from KP Law, dated December 30, 2020, for professional services rendered through November 30, 2020 in the amount of \$130.50
5. Vote the question of approving expenditure of \$496.90 from the Wayland COVID-19 Relief Fund.
6. Vote the question of accepting with thanks three (3) donations in the amount of \$300.00 to the Wayland COVID-19 Relief Fund.
7. Vote the question of accepting with thanks six (6) donations in the amount of \$1,750.00 to the Testing for COVID-19 in the Wayland Schools Fund.

L. Anderson moved, seconded by M. Antes, to approve the Consent Calendar. In discussion, the Board opted not to consider consent item #7 before L. Miller gave an update on the proposed surveillance testing program. T. Fay moved to amend the motion to approve items #1 through #6 in the Consent Calendar, seconded by L. Anderson. Roll Call Vote: YEA: L. Anderson, M. Antes, T. Fay, C. Karlson, D. Watkins. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

A10. Correspondence The Board reviewed the correspondence in the packet.

A11. Selectmen's reports and concerns C. Karlson reminded the Board that the Town Clerk had forwarded a reminder to take the annual State Ethics Commission's Conflict of Interest Training. C. Karlson reported that the Town Clerk wanted to remind Board members that there is an annual election filing requirement, regardless of any expenditures. The Board discussed their progress on the task of encouraging all board, committee and commissions to utilize only the Town issued email accounts for Town business. D. Watkins requested that the Board meetings be sent to him as a calendar invitation. D. Watkins suggested consolidating functions that are shared or duplicated between the Town and the School Departments; he gave examples of common services and resources: Payroll, Information Technology, Human Resources and Finance. D. Watkins stated that there was an opportunity for the Town to play a role in the vaccination process and the Board should think about providing an opportunity for the Town to establish a method for residents to voluntarily furnish contact information to improve communications around COVID-19 vaccination distribution. D. Watkins requested that the Board consider directing personnel to that effect. C. Karlson noted that the topic would be discussed during the COVID-19 vaccination update on the agenda. D. Watkins also suggested that the Board assess and deliberate on the role of the Local Emergency Planning Committee (LEPC), C. Karlson concurred. M. Antes asked for clarification on the River's Edge asbestos issue from the previous meeting. C. Karlson noted that L. Miller would update the Board during the River's Edge agenda item. M. Antes asked for the name of the firm selected to conduct a Police Chief search. C. Karlson was not aware that a firm had been selected.

The Board recessed from 6:42 p.m. to 6:57 p.m. At 6:57 p.m., L. Miller rejoined the meeting and C. Karlson re-confirmed by full name each Board member who was participating remotely.

A5. COVID-19: a. Update from Town Administrator a. Vaccination Update b. Surveillance Testing in schools L. Miller reported that there was a total of 26 new confirmed COVID-19 cases in Wayland since January 11.

A5.a. Vaccination Update L. Miller reported that the Town published a Vaccination Update on January 13 that included the state's phased vaccination distribution plan and how it impacts Wayland. L. Miller noted that state and local governments are waiting for federal guidance. L. Miller reported that the Town is securing multiple indoor and outdoor vaccination locations and establishing vaccine storage infrastructure. The Town owns freezers and refrigerators that are being tested and then moved to a secure a location to store vaccine when it is supplied. L. Miller reported that there are Medical Reserve Corps volunteers who will be able to help with vaccinations and the Health Director is predicting to be able to administer about 1,000 vaccines per day. D. Watkins asked how residents can sign up to receive general vaccination updates, and specifically requested text message delivery. T. Fay reported that there are already alert systems in place through the Town website. C. Karlson noted that the Town could do some outreach to educate residents about the alert systems already in place.

A5.b. Surveillance Testing in Schools L. Miller reported that the Town received three RFP responses for the COVID-19 surveillance testing program in schools. L. Miller reported that the review team was in the process of ranking the proposals and price proposals were opened January 19, but the team had not yet made a determination.

L. Miller reported that the state recently announced plans to fund a six-week surveillance program similar to the one proposed. L. Miller noted that she anticipated costs would be affiliated with either system. In discussion, the Board opted not to consider consent item #7 this evening.

A6. Town Administrator update: a. FY2020 Audit Letter Response b. Staffing/Ombudsman c. TA Advisory Committee on Race d. Full Day Kindergarten

A6.a. FY2020 Audit Letter Response L. Miller reported that the audit letter is being finalized and will be reviewed by the Auditor, who will be scheduling a meeting with the Audit Committee prior to meeting with the Board.

A6.b. Staffing/Ombudsman L. Miller reported that T. Fay previously suggested that the Town hire staff to assist with communication related to vaccination distribution. L. Miller reported that the Town hired a staff person who will be starting on February 1; the position was partially funded by the Coronavirus Aid, Relief, and Economic Security Act. L. Miller noted that the employee could also assist with ombudsman tasks or to address D. Watkins' suggestions on notifying residents about receiving updates on vaccination information.

A6.c. Town Administrator's Advisory Committee on Race L. Miller reported that the Advisory Committee on Race now had three subgroups. L. Miller reported that one subgroup was working on educational materials and hosting virtual events; the group was planning for public outreach in February to recognize Black History Month. L. Miller noted that the second subgroup was reviewing the proposal for a Human Rights Commission, and the third subgroup was reviewing and evaluating statistics related to policing in Wayland. L. Miller mentioned that Officer Pearson and Officer Sloane were assisting with the subgroups. D. Watkins recommended that L. Miller delegate her responsibilities related to this committee to another staff person. T. Fay expressed that he felt it was important for the Town Administrator to be involved with this advisory group.

A6.d. Full Time Kindergarten L. Miller reported that full-time Kindergarten was on schedule to begin in February, and there would be no unanticipated expenditures.

A7. River's Edge: Update to include permitting, easement and wastewater documents, 12th amendment to the land disposition agreement, timeline and Petition for Public Involvement Plan (PIP) designation update; possible vote of designating and approving signing authority to Louise Miller, Town Administrator for any documents related to the River's Edge transaction. L. Miller reported that she had consulted with environmental counsel and with Management Analyst J. Adams who drafted a response letter to the petitioners for the Public Involvement Plan (PIP). L. Miller noted that the response letter was included in the supplementary packet, which indicated that the Town expected to reach a permanent solution to the asbestos removal before the time when a public meeting was required. L. Miller reported that the Town planned to provide an update at a public meeting about the first RTN's permanent solution and the PIP process that will focus on the second RTN. L. Miller reported that the Town retained Benson Gould, LSP of CMG Environmental, Inc. to manage the response actions for both RTNs. L. Miller reported that the Town would follow state law in terms of notifications and was working on compiling all the related documents onto one page of the Town website. L. Miller reported that an Alta at River's Edge representative had submitted a Release Abatement Measure (RAM) application to Massachusetts Department of Environmental Protection (MassDEP) that would allow them to begin moving soils. C. Karlson tabled the vote of designating and approving signing authority to L. Miller for any documents related to the River's Edge transaction.

There was review and discussion of two documents, included in the supplemental packet, which the Board received from Town Counsel. L. Miller noted that the insurance company reviewed the draft and provided comments on paragraphs nine through eleven which would need further review. C. Karlson noted that all references to landscaping on Conservation land was removed from the access easement.

A12. Topics Not Reasonably Anticipated by the Chair 48 Hours in advance of the Meeting, if any There were none.

A13. Executive Session I. 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 final purchase price, payment details related to the wastewater connection, and the twelfth amendment to the Land Disposition Agreement pertaining to the Rivers Edge Project at 484-490 Boston Post Road; II. Pursuant to Massachusetts General Laws, Chapter 30A, Section 21 (a) (3) to discuss strategy with respect to collective bargaining with The Wayland Library Staff Association MFT, AFT, AFL-CIO; III. Pursuant to Massachusetts General Laws, Chapter 30A, Section 21 (a) (3) to discuss strategy with respect to collective

bargaining with American Federation of State, County and Municipal Employees (AFSCME) and IV. Pursuant to Massachusetts General Laws, Chapter 30A, Section 21 (a) (2), (3), and (6), to review and approve the executive session minutes of January 8, 2021, January 15, 2021 and January 11, 2021 Approve and Hold: Executive Session minutes of January 8, 2021 and January 11, 2021

At 7:57 p.m., Chair C. Karlson moved, seconded by L. Anderson, that the Board of Selectmen enter into Executive Session 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 final purchase price, payment details related to the wastewater connection, and the twelfth amendment to the Land Disposition Agreement pertaining to the Rivers Edge Project at 484-490 Boston Post Road; pursuant to Massachusetts General Laws, Chapter 30A, Section 21 (a) (3) to discuss strategy with respect to collective bargaining with The Wayland Library Staff Association MFT, AFT, AFL-CIO; and pursuant to Massachusetts General Laws, Chapter 30A, Section 21 (a) (2), (3), and (6), to review and approve the executive session minutes of January 8, 2021, and January 11, 2021 with the intent to approve and hold said minutes. C. Karlson noted that the American Federation of State, County and Municipal Employees (AFSCME) topic would not be discussed.

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

C. Karlson invited attendance by Town Administrator Louise Miller, Assistant Town Administrator John Bugbee and Management Analyst Seath Crandall. C. Karlson announced that the Board would adjourn from executive session and no other public business would be discussed in open session.

A14. Adjourn. At 8:26 p.m. the Board adjourned from Executive Session and did not reconvene in open session.

Items Distributed for Information and Use by Board of Selectmen at the Meeting of January 19, 2021

1. There were none.

Items included in the Agenda Packet during the Board of Selectmen Meeting of January 19, 2021

1. Wayland COVID-19 Case Update as of December 31, 2020
2. Memorandum from Board of Health Director and Town Administrator dated January 13, 2021 re: COVID-19 Vaccination Information and Update
3. Slide deck from Samuel V. Scarpino, PhD re: COVID-19 in MA: January 13, 2021
4. Annual Town Meeting 2021 Article Submission forms for:
 - Recognize Citizens & Employees
 - Pay Previous FY Unpaid Bills
 - Current Year Transfers
 - OPEB Funding
 - FY22 Revolving Fund
 - Town Clerk Compensation
 - Personnel Bylaws and Wage & Classification Plan
 - Non-Union Personnel COLA
 - SWQC Budget
 - FY 22 Budget
 - Choose Town Officers
 - Hear Reports
 - Sell or Trade Equipment & Vehicles
 - Accept Gifts of Land
 - Select Board/Town Manager Act
 - Purchase Land at Town Center
 - Community Choice Aggregation
 - Remote participation at ATM
 - Capital Stabilization Fund
 - Solar at Loker Roof
 - Dissolve Transfer Station Revolving Fund
 - Create Transfer Station Enterprise Fund
 - Approve Transfer Station Enterprise Budget
 - Appropriation to pay BAN related to River's Edge
 - Tax Work Off Amendment
 - Accept Spencer Circle
 - FinCom Appointing Board
 - CPA Historic Preservation: Rehab 70-74 Main St
 - CPA Historic Preservation: Cemetery Stones & Library Archival
 - CPA Open Space: Native & Pollinator Plants
 - CPA Rec: Mill Pond Dam, Athletic Field Design and Heard Farm Improvements
 - CPA: Set Asides
 - Establish Wayland Human Rights Commission
 - Loker Turf Field
 - Recognize Law Enforcement Officers Day
 - Implement Elementary School Space Utilization Study for 2021-2022 School Year
5. Board of Selectmen Meeting Minutes Draft for January 2, 2021
6. Board of Selectmen Meeting Minutes Draft for January 4, 2021

Supplemental Packet

7. Revised 1.19.2021 Board of Selectmen Agenda
8. Annual Town Meeting 2021 Article Submission forms for:
 - Climate Emergency Resolution
 - Information Ombudsman
 - School Elementary Space Utilization Study 2021-2022
 - Select Board / Town Manager Special Act
9. 2021 Annual Town Meeting Working Article List
10. DRAFT of Grant of Easements between Town of Wayland and Alta River's Edge for use of portion of Transfer Station Access Road
11. DRAFT of Grant of Easements between Town of Wayland and Alta River's Edge for Wastewater Improvements
12. DRAFT Correspondence from Town Administrator re Public Involvement Plan (PIP) Petition Request Planned River's Edge Development
13. Link to Release Abatement Measure (RAM) Plan for River's Edge Prepared for Alta River's Edge, submitted to Massachusetts Department of Environmental Protection (MassDEP)

CORRESPONDENCE

1. Correspondence from Rebecca Rausch, Massachusetts State Senator to Board of Selectmen dated January 11, 2021 re: Remote Meeting Legislation for Town Meetings.
2. Correspondence from Town Clerk to Board of Selectmen dated January 13, 2021 re: Resignation of John Todd from Board of Assessors.
3. Correspondence from Town of Sudbury to Board of Selectmen dated January 14, 2021 re: Letter and report on Sudbury's Perambulation of Town bounds.
4. Correspondence from Eversource Energy to Board of Selectmen Dated January 8, 2021 re: Five-Year Vegetation Management Plan (VMP) for Central, Eastern, and Southeaster, MA.



LOUISE L. E. MILLER
TOWN ADMINISTRATOR
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www.wayland.ma.us

TOWN OF WAYLAND

41 COCHITUATE ROAD
WAYLAND, MASSACHUSETTS 01778

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

Draft Meeting Minutes
BOARD OF SELECTMEN
Thursday, January 21, 2021
4:00 p.m.
Wayland Town Building
Council on Aging Room
41 Cochituate Road, Wayland, MA

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

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

The Board participated remotely by tele-videoconferencing via Zoom and WayCAM.

Also Present: Town Administrator Louise Miller, Assistant Town Administrator John Bugbee, Management Analyst Jason Adams

A1. Call to Order by Chair, Review the Agenda for the Public At 4:02 p.m., C. Karlson called the meeting of the Board of Selectmen to order when a quorum was available by teleconference. C. Karlson announced by full name each Board member who was participating remotely and noted that in compliance with revised Open Meeting Law requirements the meeting would be broadcast and recorded for later broadcast by WayCAM and Zoom. C. Karlson announced that no in person attendance of members of the public was permitted, and that there was no public comment today. C. Karlson reviewed the agenda for the public.

A2. Topics Not Reasonably Anticipated by the Chair 48 Hours in advance of the Meeting, if any There were no topics not reasonably anticipated by the Chair.

A3. Executive Session I. 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 final purchase price, payment details related to the wastewater connection, and the twelfth amendment to the Land Disposition Agreement for the Rivers Edge Project at 484-490 Boston Post Road

At 4:05 p.m. Chair C. Karlson moved, seconded by L. Anderson, that the Board of Selectmen enter into Executive Session 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 final purchase price, payment details related to the wastewater connection, and the twelfth amendment to the Land Disposition Agreement for the Rivers Edge Project at 484-490 Boston Post Road.

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

C. Karlson invited attendance by Town Administrator Louise Miller, Assistant Town Administrator John Bugbee and Management Analyst Jason Adams.

C. Karlson announced that the Board would adjourn from executive session and no other public business would be discussed in open session.

A4. River's Edge: review, discuss and potential vote to approve Access Easement, Wastewater Easement, Twelfth Amendment to the land disposition agreement, Wastewater Infrastructure

Development Agreement and Escrow Agreement. Vote of designating and approving signing authority to Louise Miller, Town Administrator for any documents related to the River's Edge transaction.

There was no action on A4.

A5. Adjourn. At 5:46 p.m. the Board adjourned from Executive Session and did not reconvene in open session.

Items Distributed for Information and Use by Board of Selectmen at the Meeting of January 21, 2021

1. There were none.

Items included in the Agenda Packet for discussion during the Board of Selectmen Meeting of January 21, 2021

1. There were none.



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TOWN OF WAYLAND

41 COCHITUATE ROAD
WAYLAND, MASSACHUSETTS 01778

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

Draft Meeting Minutes
BOARD OF SELECTMEN
Tuesday, January 26, 2021
8:15 a.m.
Wayland Town Building
Selectmen's Meeting Room
41 Cochituate Road, Wayland, MA

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

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

The Board participated remotely by tele-videoconferencing via Zoom and WayCAM.

Also Present: Town Administrator Louise Miller, Assistant Town Administrator John Bugbee, Management Analyst Seath Crandall

A1. Call to Order by Chair, Review the Agenda for the Public At 8:25 a.m., C. Karlson called the meeting of the Board of Selectmen to order when a quorum was available by teleconference. C. Karlson announced by full name each Board member who was participating remotely and noted that in compliance with revised Open Meeting Law requirements the meeting would be broadcast and recorded for later broadcast by WayCAM and Zoom. C. Karlson announced that no in person attendance of members of the public was permitted and reviewed the agenda for the public.

A2. Announcements and Public Comment L. Miller updated the Board on the Covid-19 vaccination status. She reported that the State is still rolling out Phase 1. Phase 2 begins on February 1 and is not likely to be a vigorous start in terms of quantity. The top three steps of the newly reprioritized Phase 2 include individuals 70+, 65+, and those with 2+ comorbidities. Wayland is scheduled to receive 100 doses of the vaccine for next week. The State is prioritizing communities with higher rates of Covid-19. Wayland will put out a press release and robo call in the next few days.

There were no announcements from the Board. There was no public comment.

A3. Executive Session I. 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 final purchase price, payment details and documents related to the wastewater connection, escrow, and the twelfth amendment to the Land Disposition Agreement pertaining to the Rivers Edge Project at 484-490 Boston Post Road and II. Pursuant to Massachusetts General Laws, Chapter 30A, Section 21 (a) (2), (3), and (6), to review and approve the executive session minutes of January 19, 2021 and January 21, 2021 Approve and Hold: Executive Session minutes of January 19, 2021 and January 21, 2021

At 8:31 a.m. Chair C. Karlson moved, seconded by L. Anderson, that the Board of Selectmen enter into Executive Session 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 final purchase price, payment details and documents related to the wastewater connection, escrow, and the twelfth amendment to the Land Disposition Agreement pertaining to the Rivers Edge Project at 484-490 Boston Post Road and pursuant to Massachusetts General Laws, Chapter 30A, Section 21 (a) (2), (3), and (6), to review and approve the executive session minutes of January 19, 2021 and January 21, 2021 with the intent to approve and hold said executive session minutes.

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

C. Karlson invited attendance by Town Administrator Louise Miller, Assistant Town Administrator John Bugbee and Management Analyst Seath Crandall.

C. Karlson announced that the Board would reconvene in open session in approximately one hour.

The Board reconvened in open session at 10:05 a.m.

A4. River's Edge: Update to include transaction documents including, but not limited to easements, wastewater, escrow and 12th amendment to the land disposition agreement: review list of closing documents and timeline; potential vote to approve transaction documents and determine signing authorities

C. Karlson reviewed the changes to the two River's Edge easement documents for the access road and wastewater infrastructure. She noted three areas with changes all relating to insurance: confirmation of the amount of the Town's liability coverage, environmental pollution exclusion, and mutual subrogation. These changes were all agreed to by Wood Partners and Wayland and wording will be finalized. D. Watkins asked if the Town has professional liability insurance. L. Miller replied yes.

C. Karlson asked that the two easement documents and the list of closing documents with signatory designations suggested by counsel be posted as part of a public packet. She reported that wet signatures are required on all closing documents that are to be recorded and that closing would occur this week or next week at the latest.

A5. Topics Not Reasonably Anticipated by the Chair 48 Hours in advance of the Meeting, if any There were no topics not reasonably anticipated by the Chair.

A6. Adjourn At 10:18 a.m. L. Anderson moved, seconded by M. Antes to adjourn the meeting. Roll Call Vote: YEA: L. Anderson, M. Antes, T. Fay, C. Karlson, D. Watkins. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

Items Distributed for Information and Use by Board of Selectmen at the Meeting of January 26, 2021

1. DRAFT of Grant of Easements between Town of Wayland and Alta River's Edge for use of portion of Transfer Station Access Road (as of 1/26/21)
2. DRAFT of Grant of Easements between Town of Wayland and Alta River's Edge for Wastewater Improvements (as of 1/26/21)
3. River's Edge Checklist of Closing Documents

Items included in the Agenda Packet for discussion during the Board of Selectmen Meeting of January 26, 2021

There were none

BOARD OF SELECTMEN
Monday, February 1, 2021
5:30 p.m.
Wayland Town Building
41 Cochituate Road, Wayland, MA

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 approving expenditure of \$326.26 from the Wayland COVID-19 Relief Fund.
4. Vote the question of accepting with thanks one (1) donation in the amount of \$500.00 to the Wayland COVID-19 Relief Fund.
5. Vote the question of approving and signing agreement with Guerriere & Halnon, Inc. for Old Stone's Bridge Engineering Assistance Services.
6. Vote the question of approving and signing contract no. 21-2021 with R.J. Gabriel Construction Co., Inc. for Catch Basin Cleaning Services.
7. Vote the question of approving and signing contract no. 21-2010 with Koch Separation Solutions Inc. for Replacement Filtration Cartridges for Baldwin Pond Water Treatment Facility.
8. Vote the question of approving and signing invoice no. 129502 from KP Law, P.C. for Professional Services through December 31, 2020 in the amount of \$9,424.91
9. Vote the questions of approving and signing invoice no. 129492 from KP Law, P.C. for Professional Services through December 31, 2020 in the amount of \$29.00
10. Vote the question of approving and signing amendment no. 3 to contract no. 18-1024 with Leftfield, LLC for athletic fields and stadium renovations.
11. Vote the question of approving expenditure of \$647.07 from the Wayland COVID-19 Relief Fund.
12. Vote the question of accepting with thanks three (3) donations in the amount of \$800.00 to the Wayland COVID-19 Relief Fund.
13. Vote the question of accepting with thanks 39 donations in the amount of \$6,760.00 to the Testing for COVID-19 in the Wayland Schools Fund.
14. Vote the question of designating and approving signing authority to Louise Miller, Town Administrator on documents related to the DHCD application of River's Edge's Regulatory Agreement for the Local Action Units (LAU)

**PUBLIC DOCUMENTS PROVIDED TO THE BOARD OF SELECTMEN FROM
JANUARY 26, 2020 THROUGH AND INCLUDING FEBRUARY 1, 2021 OTHERWISE
NOT LISTED AND INCLUDED IN THE CORRESPONDENCE PACKET FOR
FEBRUARY 1, 2021**

Items distributed to the Board of Selectmen –January 26, 2021 – February 1, 2021
(none)

**Items Distributed for Information and Use by the Board of Selectmen at the Meeting of
January 27, 2021**

**Items included as part of the Agenda Packet for discussion during the February 1, 2021
Board of Selectmen Meeting(s)**

1. Resume for Katy Allen
2. Working Document of 2021 Annual Town Meeting Article List dated January 26, 2021
3. Original Article Submission form and Draft Warrant Article for Article A. Recognize Citizens and Employees for particular service to the Town.
4. Original Article Submission form and Draft Warrant Article for Article B. Pay previous years bills
5. Original Article Submission form and Draft Warrant Article for Article H. Personnel Bylaws and Wage & Classification Plan – Non-Union Personnel
6. Original Article Submission form and Draft Warrant Article for Article I. Surface Water Quality Committee Budget
7. Memorandum from Assistant Town Administrator to Town Administrator dated January 28, 2021 re: Surface Water Quality Committee Budget
8. Original Article Submission form and Draft Warrant Article for Article FF. Establish a Human Rights Commission
9. Original Article Submission form and Draft Warrant Article for Article KK. Support Information Ombudsman Resources.
10. Article Submission form submitted post January 15th deadline for Article KK. Support Information Ombudsman Resources.
11. Charge for Advisory Group on Race to the Town Administrator
12. Town Administrator Advisory Group on Race Event Plan Outline
13. Board of Health COVID-19 Case Update dated January 15, 2021
14. Board of Health COVID-19 Case Update dated January 22, 2021
15. Board of Selectmen Meeting Minutes Draft for January 11, 2021
16. Board of Selectmen Meeting Minutes Draft for January 19, 2021
17. Board of Selectmen Meeting Minutes Draft for January 21, 2021
18. Board of Selectmen Meeting Minutes Draft for January 26, 2021
19. DRAFT of Grant of Easements between Town of Wayland and Alta River's Edge for use of portion of Transfer Station Access Road
20. DRAFT of Grant of Easements between Town of Wayland and Alta River's Edge for Wastewater Improvements
21. River's Edge Checklist of Closing Documents

BOARD OF SELECTMEN
Monday February 1, 2021
5:30 pm
Wayland Town Building
Council on Aging Room
41 Cochituate Road, Wayland, MA

CORRESPONDENCE

1. Correspondence from Verizon Fios to Board of Selectmen dated January 22, 2021 re: Annual Complaint Filing
2. Correspondence from Town Clerk to Board of Selectmen dated January 25, 2021 re: Openings for Registrars in the Town
3. Correspondence from CMG Environmental, Inc. dated January 26, 2021 re: Notice of Permanent Solution Statement and Immediate Response Action (IRA) Completion River's Edge Development Property Release Tracking Number (RTN) 3-34474
4. Correspondence from Vertex Companies, INc to Board of Selectmen dated January 9, 2021 re: Notice of Implementation of a Release Abatement Measure Plan for River's Edge