

PACKET

Dec 6

2021



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

TOWN OF WAYLAND

41 COCHITUATE ROAD
WAYLAND, MASSACHUSETTS 01778

BOARD OF SELECTMEN

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

Revises agenda posted December 2, 2021 at 3:29pm

BOARD OF SELECTMEN

Monday, December 6, 2021

7:00 p.m.

**Wayland Town Building; Large Hearing 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.

One may watch or may participate remotely with the meeting link that can be found at
<https://www.wayland.ma.us/public-body-meeting-information-virtual-inperson-and-hybrid>

Pursuant to Chapter 20 of the Acts of 2021, this meeting will be conducted in person and via remote means, in accordance with applicable law. This meeting may be recorded which will be made available to the public on WayCAM as soon after the meeting as is practicable.

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

Everyone in attendance must adhere the Town of Wayland's new mask requirement dated August 11, 2021
<https://www.wayland.ma.us/home/news/august-11-2021-announcement-covid-19-update-and-new-mask-requirement-wayland-town>

- 7:00 pm 1. Call to Order, Review Agenda for Public
- 7:02 pm 2. Announcements and Public Comment
- 7:10 pm 3. Police Chief: discussion and potential vote to ratify appointment of Sean Gibbons as Wayland Police Chief, effective upon swearing in.
- 7:15 pm 4. Public Hearing on Tax Rate & Tax Classification
 - a. Meet with the Board of Assessors, Finance Director, Treasurer and Town Clerk to Review the Tax Recapitulation Sheet for FY2022
 - b. Vote to adopt FY2022 tax rate policy
- 8:00 pm 5. School Bus Parking Public Forum
- 9:00 pm 6. 2022 Annual Town Meeting:
 - a. Vote to open Town Meeting Warrant from Wednesday, December 15, 2021 through Tuesday January 18, 2021 at 4:30pm and to set the Annual Town Election date.
- 9:10 pm 7. Discuss establishing a Board of Selectmen sub-committee regarding revising a portion of Chapter 19 of the Town Code, and potential vote

BOARD OF SELECTMEN
Monday, December 6, 2021
7:00 p.m.
Wayland Town Building
41 Cochituate Road, Wayland, MA

- 9:15 pm 8. Town Administrator update
- a. Alta at River's Edge
 - b. COA/CC
 - c. List of Potential ATM 2022 Articles
 - d. Departmental Reports: Council on Aging, Youth and Family Services
- 9:30 pm 9. Wayland Public Body Meetings: discuss potentially eliminating hybrid meeting option and limiting to only in-person or all-remote meetings; potential vote
- 10:00pm 10. Minutes – November 22 and November 29, 2021; review and vote to approve
- 10:05pm 11. Consent: review and vote to approve
- 10:10pm 12. Correspondence
- 10:15pm 13. Selectmen's Reports and Concerns
- 10:20pm 14. Topics not Reasonably Anticipated 48 hours in advance, if any
- 10:25pm 15. Executive Session:
- I. Pursuant to Massachusetts General Laws, Chapter 30A, Section 21 (a) (6), discuss the acquisition, by gift, purchase or otherwise, interest in all or part of the parcels of land, on and off Elissa Avenue, north of the current X Golf business, and bounded by Elissa Avenue on the west and on the north by 185 Elissa Avenue, owned by the Town, from Boston Retail I, LLC.
 - II. Pursuant to Massachusetts General Laws, Chapter 30A, Section 21 (a) (3) to discuss strategy with respect to collective bargaining with all bargaining units pursuant to the Public Employee Committee (PEC) agreement;
 - III. Pursuant to Massachusetts General Laws, Chapter 30A, Section 21 (a) (3) to discuss strategy with respect to collective bargaining with:
 - International Association of Firefighters, AFL-CIO Local 178
 - 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);
 - IV. Pursuant to Massachusetts General Laws, Chapter 30A, Section 21 (a) (2), (3), and (6) to review and approve the executive session minutes of September 27, November 2, and November 22, 2021
- Approve and Hold: Executive Session minutes of September 27, November 2 and November 22, 2021
- 11:15pm 16. Adjourn

PRESS RELEASE

TOWN OF WAYLAND MASSACHUSETTS FY 2022 TAX RATE & TAX CLASSIFICATION HEARING

The Board of Selectmen will hold a Public Hearing on Monday, December 6, 2021 at 7:00pm in the Wayland Town Building, 41 Cochituate Road, Wayland, MA and remotely via zoom (link to be found on the Town of Wayland Website). The Board of Assessors will present data relative to the setting of the FY 2022 tax rate and its effect on taxpayers for the different classification of properties in Wayland. The Board of Selectman will vote whether a uniform tax rate will be maintained for residential, commercial and industrial properties and whether an open space discount and/or residential and/or small commercial exemption will be approved for Fiscal Year 2022. In addition, Town officials responsible for preparing the tax recapitulation submission to the Massachusetts Department of Revenue will review and answer questions from the public concerning the proposed FY 2022 tax rate. Public comment will follow. If residents are unable to attend the hearing in person or remotely, written opinions, may be sent to the Board of Selectmen, 41 Cochituate Road, Wayland, MA 01778, or by email to bosmembers@wayland.ma.us prior to December 6, 2021.

Thomas J. Fay
Chair, Board of Selectmen

TAX RATE RECAPITULATION
Fiscal Year 2022

I. TAX RATE SUMMARY

Ia. Total amount to be raised (from page 2, IIe)	\$ 99,115,997.62
Ib. Total estimated receipts and other revenue sources (from page 2, IIIe)	21,964,775.00
Ic. Tax Levy (Ia minus Ib)	\$ 77,151,222.62
Id. Distribution of Tax Rates and levies	

CLASS	(b) Levy percentage (from LA5)	(c) Ic above times each percent in col (b)	(d) Valuation by class (from LA-5)	(e) Tax Rates (c) / (d) x 1000	(f) Levy by class (d) x (e) / 1000
Residential	95.2097	73,455,447.60	4,003,020,148.00	18.35	73,455,419.72
Net of Exempt					
Open Space	0.0000	0.00	0.00	0.00	0.00
Commercial	3.2634	2,517,753.00	137,208,352.00	18.35	2,517,773.26
Net of Exempt					
Industrial	0.1108	85,483.55	4,657,300.00	18.35	85,461.46
SUBTOTAL	98.5839		4,144,885,800.00		76,058,654.44
Personal	1.4161	1,092,538.46	59,540,500.00	18.35	1,092,568.18
TOTAL	100.0000		4,204,426,300.00		77,151,222.62

MUST EQUAL 1C

Assessors

[Sharon Lee Burke, Board of Assessors , Wayland , sburke@wayland.ma.us 508-358-3658 | 11/29/2021 8:17 PM](#)

Comment:

[Philip David Parks, Board of assessors , Wayland , pparks@wayland.ma.us 508-358-3658 | 11/30/2021 8:05 AM](#)

Comment:

[Zachariah L Ventress, Board of Assessors , Wayland , assessors@wayland.ma.us 508-358-3788 | 11/30/2021 3:27 PM](#)

Comment:

[Massimo Taurisano, Board of Assessors , Wayland , mtaurisano@wayland.ma.us 508-358-3658 | 11/30/2021 11:12 AM](#)

Comment:

Do Not Write Below This Line --- For Department of Revenue Use Only

Reviewed By: Amy Handfield

Date:

Approved:

Director of Accounts:

NOTE : The information is preliminary and is subject to change.

TAX RATE RECAPITULATION

Fiscal Year 2022

II. Amounts to be raised

Ila. Appropriations (col.(b) through col.(g) from page 4)	<u>98,821,767.00</u>
Ilb. Other amounts to be raised	
1. Amounts certified for tax title purposes	<u>0.00</u>
2. Debt and interest charges not included on page 4	0.00
3. Final Awards	0.00
4. Retained Earnings Deficit	0.00
5. Total cherry sheet offsets (see cherry sheet 1-ER)	23,700.00
6. Revenue deficits	0.00
7. Offset receipts deficits Ch. 44, Sec. 53E	0.00
8. CPA other unappropriated/unreserved	<u>0.00</u>
9. Snow and ice deficit Ch. 44, Sec. 31D	0.00
10. Other :	0.00
TOTAL Ilb (Total lines 1 through 10)	<u>23,700.00</u>
Ilc. State and county cherry sheet charges (C.S. 1-EC)	117,034.00
Ild. Allowance for abatements and exemptions (overlay)	153,496.62
Ile. Total amount to be raised (Total Ila through Ild)	<u>99,115,997.62</u>

III. Estimated receipts and other revenue sources

IIIa. Estimated receipts - State	
1. Cherry sheet estimated receipts (C.S. 1-ER Total)	6,534,488.00
2. Massachusetts school building authority payments	0.00
TOTAL IIIa	<u>6,534,488.00</u>
IIIb. Estimated receipts - Local	
1. Local receipts not allocated (page 3, col (b) Line 24)	<u>5,200,000.00</u>
2. Offset Receipts (Schedule A-1)	<u>0.00</u>
3. Enterprise Funds (Schedule A-2)	<u>5,300,766.00</u>
4. Community Preservation Funds (See Schedule A-4)	<u>1,078,891.00</u>
TOTAL IIIb	<u>11,579,657.00</u>
IIIc. Revenue sources appropriated for particular purposes	
1. Free cash (page 4, col (c))	<u>2,171,500.00</u>
2. Other available funds (page 4, col (d))	<u>1,679,130.00</u>
TOTAL IIIc	<u>3,850,630.00</u>
IIId. Other revenue sources appropriated specifically to reduce the tax rate	
1a. Free cash..appropriated on or before June 30, 2021	0.00
1b. Free cash..appropriated on or after July 1, 2021	0.00
2. Municipal light surplus	0.00
3. Other source :	0.00
TOTAL IIId	<u>0.00</u>
IIIe. Total estimated receipts and other revenue sources (Total IIIa through IIId)	<u>21,964,775.00</u>

IV. Summary of total amount to be raised and total receipts from all sources

a. Total amount to be raised (from Ile)	<u>99,115,997.62</u>
b. Total estimated receipts and other revenue sources (from IIIe)	<u>21,964,775.00</u>
c. Total real and personal property tax levy (from Ic)	<u>77,151,222.62</u>
d. Total receipts from all sources (total IVb plus IVc)	<u>99,115,997.62</u>

NOTE : The information is preliminary and is subject to change.

TAX RATE RECAPITULATION
Fiscal Year 2022

LOCAL RECEIPTS NOT ALLOCATED *

	Receipt Type Description	(a) Actual Receipts Fiscal 2021	(b) Estimated Receipts Fiscal 2022
==>	1. MOTOR VEHICLE EXCISE	2,820,488.00	3,100,000.00
	2. OTHER EXCISE		
==>	a.Meals	156,882.00	172,000.00
==>	b.Room	0.00	0.00
==>	c.Other	0.00	0.00
==>	d.Cannabis	0.00	0.00
==>	3. PENALTIES AND INTEREST ON TAXES AND EXCISES	153,030.00	168,000.00
==>	4. PAYMENTS IN LIEU OF TAXES	43,476.00	47,000.00
	5. CHARGES FOR SERVICES - WATER	0.00	0.00
	6. CHARGES FOR SERVICES - SEWER	0.00	0.00
	7. CHARGES FOR SERVICES - HOSPITAL	0.00	0.00
	8. CHARGES FOR SERVICES - SOLID WASTE FEES	0.00	0.00
	9. OTHER CHARGES FOR SERVICES	0.00	0.00
	10. FEES	454,336.00	498,000.00
	a.Cannabis Impact Fee	0.00	0.00
	b.Community Impact Fee Short Term Rentals	0.00	0.00
	11. RENTALS	0.00	0.00
	12. DEPARTMENTAL REVENUE - SCHOOLS	0.00	0.00
	13. DEPARTMENTAL REVENUE - LIBRARIES	0.00	0.00
	14. DEPARTMENTAL REVENUE - CEMETERIES	0.00	0.00
	15. DEPARTMENTAL REVENUE - RECREATION	0.00	0.00
	16. OTHER DEPARTMENTAL REVENUE	0.00	0.00
	17. LICENSES AND PERMITS	1,764,503.00	1,048,296.00
	18. SPECIAL ASSESSMENTS	7,144.00	7,800.00
==>	19. FINES AND FORFEITS	3,266.00	3,500.00
==>	20. INVESTMENT INCOME	137,557.00	150,000.00
==>	21. MEDICAID REIMBURSEMENT	0.00	0.00
==>	22. MISCELLANEOUS RECURRING (UPLOAD REQUIRED)	5,404.00	5,404.00
	23. MISCELLANEOUS NON-RECURRING (UPLOAD REQUIRED)	0.00	0.00
	24. Totals	5,546,086.00	5,200,000.00

Signatures

No signatures to display.

* Do not include receipts in columns (a) or (b) that were voted by the City / Town / District Council or Town Meeting as offset receipts on Schedule A-1, enterprise funds on Schedule A-2, or departmental revolving funds per Chapter 44, Section 53E 1/2. Written documentation should be submitted to support increases / decreases of estimated receipts to actual receipts.

==> Written documentation should be submitted to support increases/ decreases of FY 2022 estimated receipts to FY 2021 estimated receipts to be used in calculating the Municipal Revenue Growth Factor (MRGF).

NOTE : The information is preliminary and is subject to change.

TAX RATE RECAPITULATION
Fiscal Year 2022

		APPROPRIATIONS								AUTHORIZATIONS	
City/Town Council or Town Meeting Dates	FY*	(a) Total Appropriations Of Each Meeting	(b) ** From Raise and Appropriate	(c) From Free Cash (See B-1)	(d) From Other Available Funds (See B-2)	(e) From Offset Receipts (See A-1)	(f) From Enterprise Funds (See A-2)	(g) From Community Preservation Funds (See A-4)	(h) *** Departmental Revolving Funds	(i) Borrowing Authorization (Other)	MEMO ONLY
05/15/2021	2022	260,324.00	0.00	250,000.00	1,679.00	0.00	8,645.00	0.00	0.00	0.00	
05/15/2021	2022	481,348.00	75,000.00	0.00	0.00	0.00	406,348.00	0.00	0.00	0.00	
05/15/2021	2022	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,193,000.00	0.00	
05/15/2021	2022	51,000.00	51,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
05/15/2021	2022	92,897,531.00	88,275,261.00	0.00	446,378.00	0.00	4,175,892.00	0.00	0.00	0.00	
05/15/2021	2022	3,867,659.00	600,000.00	1,921,500.00	1,046,159.00	0.00	300,000.00	0.00	0.00	2,539,840.00	
05/15/2021	2022	132,914.00	0.00	0.00	132,914.00	0.00	0.00	0.00	0.00	0.00	
05/15/2021	2022	357,060.00	0.00	0.00	0.00	0.00	0.00	357,060.00	0.00	0.00	
05/15/2021	2022	372,731.00	0.00	0.00	0.00	0.00	0.00	372,731.00	0.00	0.00	
05/15/2021	2022	119,020.00	0.00	0.00	0.00	0.00	0.00	119,020.00	0.00	0.00	
05/15/2021	2022	16,820.00	0.00	0.00	0.00	0.00	0.00	16,820.00	0.00	0.00	
05/15/2021	2022	9,000.00	0.00	0.00	0.00	0.00	0.00	9,000.00	0.00	0.00	
05/15/2021	2022	125,000.00	0.00	0.00	0.00	0.00	0.00	125,000.00	0.00	0.00	
05/15/2021	2022	79,260.00	0.00	0.00	0.00	0.00	0.00	79,260.00	0.00	0.00	
05/15/2021	2022	100.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
10/03/2021	2022	50,000.00	0.00	0.00	50,000.00	0.00	0.00	0.00	0.00	0.00	
10/03/2021	2022	2,000.00	0.00	0.00	2,000.00	0.00	0.00	0.00	0.00	0.00	
Total		98,821,767.00	89,001,361.00	2,171,500.00	1,679,130.00	0.00	4,890,885.00	1,078,891.00	0.00	0.00	

* Enter the fiscal year to which the appropriation relates.

** Appropriations included in column (b) must not be reduced by local receipts or any other funding source.

Appropriations must be entered gross to avoid a duplication in the use of estimated or other sources of receipts.

*** Include only revolving funds pursuant to Chapter 44, Section 53 E 1/2.

NOTE : The information is preliminary and is subject to change.

TAX RATE RECAPITULATION
Fiscal Year 2022

Clerk

I hereby certify that the appropriations correctly reflect the votes taken by City / Town / District Council.

Anna M Ludwig, Town Clerk, Wayland, aludwig@wayland.ma.us 508-358-3631 | 10/27/2021 10:37 AM

Comment:

NOTE : The information is preliminary and is subject to change.



Town of Wayland Fiscal Year 2022 Tax Classification Hearing

Presented by the Board of Assessors

Zachariah Ventress, Chair

Philip Parks, Vice Chair

Molly Upton, Secretary

Sharon Burke, Member

Massimo Taurisano, Member

December 6, 2021

Purpose of the Hearing

To adopt the Town's Tax Policy by allocating or classifying the tax levy among the property types.

Action Required by the Board of Selectmen

1. Vote to maintain a single tax rate or shift a portion of the tax levy from the Residential class to the Commercial / Industrial and Personal Property classes.
2. Vote to whether adopt a residential exemption.
3. Vote to whether adopt a small commercial exemption.

Property Assessment Review

- Fiscal Year 2022 was an Interim Valuation Year for the Assessing Department with the Department of Revenue (DOR) certifying assessed values on December 1, 2021.
- The average residential single-family assessment increased from \$800,115 to \$838,491, an increase of 4.8% from the Fiscal Year 2021 assessments.
- This change was based on sale prices for properties selling in CY 2020.

Property Assessment Review (continued)

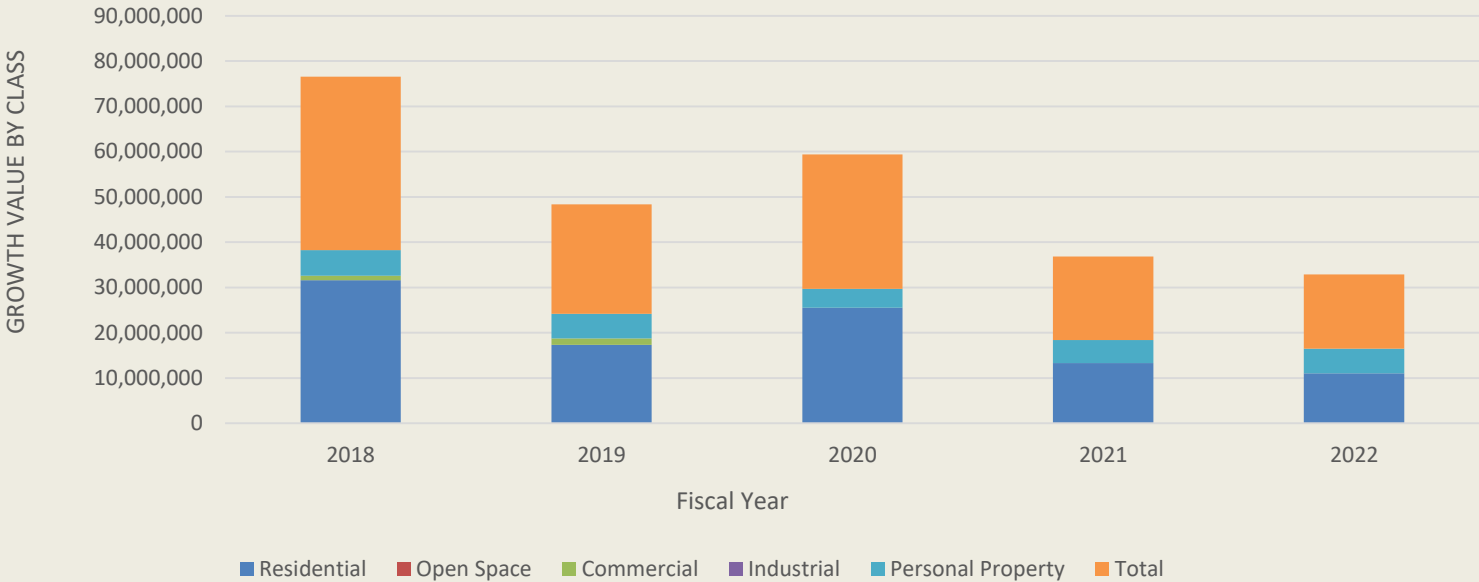
Assessment Date:	1-Jan-20	1-Jan-20						
Property Class	FY22 Valuation	FY 21 Valuation	\$ Change FY21 to FY22	% Change FY21 to FY22	FY22 % Share	FY21 % Share	FY 12 % Share	
Class 1 - Residential	4,003,020,148	3,816,051,966	186,968,182	4.90%	95.2097%	95.4144%	94.8498%	
Class 2 - Open Space	0	0			0.0000%	0.0000%	0.0000%	
R/O Subtotal	4,003,020,148	3,816,051,966	186,968,182	4.90%	95.2097%	95.4144%	94.8498%	
Class 3 - Commercial	137,208,352	131,565,734	5,642,618	4.29%	3.2634%	3.2896%	3.0011%	
Class 4 - Industrial	4,657,300	4,452,500	0	0.00%	0.1108%	0.1114%	0.9559%	
Class 5 - Personal Property	59,540,500	47,379,700	12,160,800	25.67%	1.4161%	1.1847%	1.1932%	
C/I/P Subtotal	201,406,152	183,397,934	18,008,218	9.82%	4.7903%	4.5857%	5.1502%	
Total Taxable Assessed Value	4,204,426,300	3,999,449,900	204,976,400	5.13%				
Class 9 - Exempt	334,273,000	315,418,600	1,821,200	5.98%				

New Growth

- New Growth is defined by the DOR as a dollar increase in the annual levy limit that reflects additions to the community's tax base since the last fiscal year.
- New Growth was certified on December 1, 2021 as \$16,456,470 in Assessed Value, or \$304,774 in Tax Levy Growth (based on the FY21 tax rate of \$18.52).
- New Growth in FY 2021 was \$18,431,430, resulting in a decrease of 12.0% in Fiscal Year 2022. This decrease is the result of minimal building activity and Covid related inactivity in the Spring of 2021.

New Growth Value

Town of Wayland



CLASS	2018	2019	2020	2021	2022
Residential	31,625,907	17,339,000	25,529,200	13,303,900	11,082,400
Open Space	0	0	0	0	0
Commercial	986,100	1,418,300	0	0	0
Industrial	0	0	0	0	0
Personal Property	5,659,430	5,427,970	4,176,590	5,127,530	5,374,070
Total	38,271,437	24,185,270	29,705,790	18,431,430	16,456,470

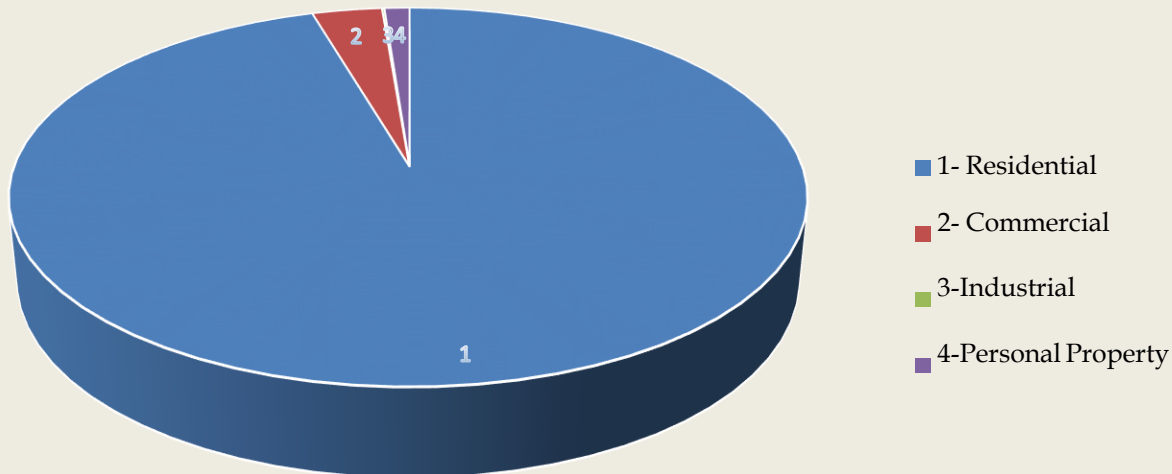
Fiscal 2022 Value by Class

Fiscal 2021		
	Value	% of Levy
Residential	\$ 3,816,051,966	95.4144%
Commercial	\$ 131,565,734	3.2896%
Industrial	\$ 4,452,500	0.1113%
Personal Property	\$ 45,379,700	1.1847%
Total Value	\$ 3,999,449,900	100.00%

Fiscal 2022		
	Value	% of Levy
Residential	\$ 4,003,020,148	95.2097%
Commercial	\$ 137,208,352	3.2634%
Industrial	\$ 4,657,300	0.1108%
Personal Property	\$ 59,540,500	1.4161%
Total Value	\$ 4,204,426,300	100.00%

5.13% increase in total value

Percent of Levy



How the Tax Rate is Calculated

FY 2022 Property Tax Levy	\$77,151,222.62	
<hr/>	<hr/>	= 0.01835
FY 2022 Town Taxable Valuation	\$4,204,426,300	

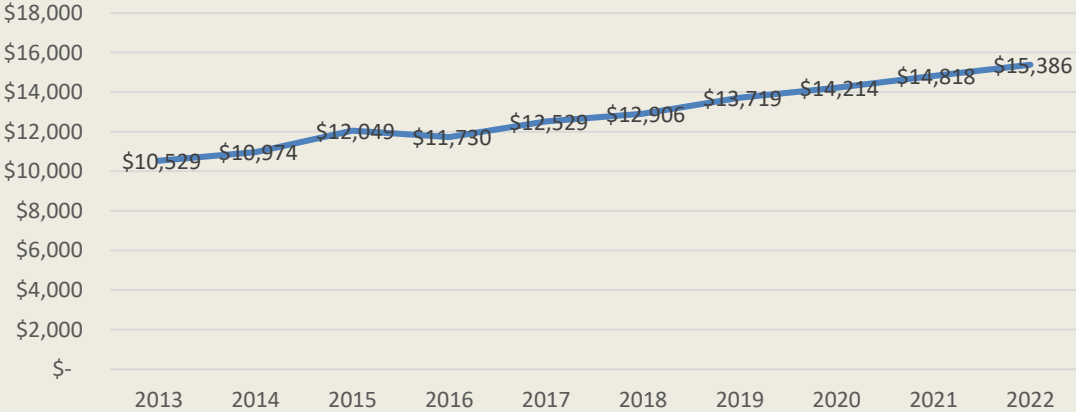
or

**\$18.35 per thousand dollars of assessed value
if a uniform rate is selected tonight**

Historical Recap of Average Single Family Tax Bill

Year	Average Single Family Value	% Value Change	Single Family Tax Bill*	Single Family Tax Bill as % of Value*	\$ Change YOY	% Change YOY
2013	\$ 588,530		\$10,529	1.79%		
2014	\$ 598,679	1.724%	\$10,974	1.83%	\$445	4.23%
2015	\$ 655,211	9.443%	\$12,049	1.84%	\$1,075	9.80%
2016	\$ 676,477	3.246%	\$11,730	1.73%	-\$319	-2.65%
2017	\$ 690,698	2.102%	\$12,529	1.81%	\$799	6.81%
2018	\$ 715,824	3.638%	\$12,906	1.80%	\$377	3.01%
2019	\$ 750,469	4.840%	\$13,719	1.83%	\$813	6.30%
2020	\$ 800,314	6.642%	\$14,214	1.78%	\$495	3.61%
2021	\$ 800,115	-0.025%	\$14,818	1.85%	\$604	4.25%
2022	\$ 838,491	-4.796%	\$15,386	1.83%	\$568	3.83%

Average Single Family Tax Bill



Historical Percent of Levy by Class

FY	Residential % of Levy	CIP % of Levy
2012	94.85	5.15
2013	94.75	5.25
2014	94.48	5.52
2015	94.90	5.10
2016	94.91	5.09
2017	94.96	5.04
2018	94.08	4.92
2019	95.16	4.84
2020	95.42	4.58
2021	95.41	4.59
2022	95.21	4.79

Wayland's percentage of Commercial, Industrial and Personal Property Values has historically been at 5% or less of the total valuation of the Community.

Wayland remains a residential community.

Selection of Minimum Residential Factor

- A residential factor of 1 will result in the taxation of all property at the same rate (single tax rate).
- A residential factor of less than 1 increases the share of the levy raised by Commercial, Industrial and Personal Property (CIP) owners and reduces the share paid by residential property owners (split tax rate).
- Since 95.2097% of Wayland tax revenue comes from Residential, a slight reduction for the residential properties would put a large increase on CIP properties.
- The minimum residential factor for the Town of Wayland for Fiscal Year 2022 is 97.4843, as determined by the MA Department of Revenue.
- Fiscal Year 2021 had only 115 out of 351 communities voting to have a split tax rate.

Residential Factor / Split Rate

- MGL Ch. 40 § 56 allows a shift of up to 150% of the tax burden between the classes of property.
- Adoption of a Residential Factor(RF) of 1.0 results in a single tax rate.
- The Town of Wayland has always taxed property equitably with a single rate.
- The impact on the Property Class rate is as follows:

Res. Factor	Residential	CIP	Residential	CIP
1.00	\$18.35	\$18.35	\$73,455,420	\$3,695,803
1.05	\$18.30	\$19.27	\$73,255,269	\$3,881,097
1.10	\$18.26	\$20.18	\$73,095,148	\$4,064,376
1.15	\$18.21	\$21.10	\$72,894,997	\$4,249,670
1.25	\$18.12	\$22.94	\$72,534,725	\$4,620,257
1.50	\$17.89	\$27.52	\$71,614,030	\$5,542,697

Average Property Examples

Single Tax Rate:

Avg. Single Family House Value =	$\$838,491 \times \$18.35 / 1000 =$	\$15,386.31
Avg. Commercial Value =	$\$1,175,161 \times \$18.35 / 1000 =$	\$21,564.20

2 Rates With CIP Increase of 105%:

Avg. Single Family House Value =	$\$838,491 \times \$18.30 / 1000 =$	\$15,344.39
Avg. Commercial Value =	$\$1,175,161 \times \$19.27 / 1000 =$	\$22,645.35
Avg. Residential Savings =		\$41.92
Avg. Commercial Increase =		\$1,081.15

2 Rates With CIP Increase of 110%:

Avg. Single Family House Value =	$\$838,491 \times \$18.26 / 1000 =$	\$15,310.85
Avg. Commercial Value =	$\$1,175,161 \times \$20.18 / 1000 =$	\$23,714.75
Avg. Residential Savings =		\$75.46
Avg. Commercial Increase =		\$2,150.54

2 Rates With CIP Increase of 115%:

Avg. Single Family House Value =	$\$838,491 \times \$18.21 / 1000 =$	\$15,268.92
Avg. Commercial Value =	$\$1,175,161 \times \$21.10 / 1000 =$	\$24,795.90
Avg. Residential Savings =		\$117.39
Avg. Commercial Increase =		\$3,231.69

2 Rates With CIP Increase of 150%:

Avg. Single Family House Value =	$\$838,491 \times \$17.89 / 1000 =$	\$15,000.60
Avg. Commercial Value =	$\$1,175,161 \times \$27.52 / 1000 =$	\$32,340.43
Avg. Residential Savings =		\$385.71
Avg. Commercial Increase =		\$10,776.23

*Average values are rounded

Selection of Open Space Discount

- There are no parcels in Wayland currently classified as open space.
- Open Space is defined in Massachusetts General Law as:
MGL Chapter 59 Sec 2A(b) “Class two, open-space”, Land which is not otherwise classified and which is not taxable under the provisions of chapters sixty-one, sixty-one A or sixty-one B, or taxable under a permanent conservation restriction, and land not held for the production of income but is maintained in an open or natural condition, which contributes significantly to the benefit and enjoyment of the public”.
- In Wayland, forty (40) parcels participate in the Chapter Land Program under MGL Chapters 61, 61A and 61B, which results in more savings than if they were designated as Open Space.
- Under the Chapter Land program the discount ranges from 75% to 98%.
- The open space discount has a maximum discount of 25%.

Residential Exemption

- Must be owner-occupied, primary residence to qualify.
- Must apply annually.
- The reduced value remains within the residential levy percent resulting in a higher residential rate.
- All residential properties above a “break-point” value would see an increase in taxes.
- Only 15 of 351 communities adopt a residential exemption:
 - Barnstable, Boston, Brookline, Cambridge, Chelsea, Everett, Malden, Nantucket, Provincetown, Somerville, Tisbury, Truro, Waltham, Watertown, Wellfleet

Residential Exemption Detail

- Average residential value = $\$838,491 \times 10\% = \$79,726$ reduction per property.
- Estimate of Eligible properties = $4,424 \times \$79,726 = \$352,705,858$ value reduced from residential class.
- Total residential value = $\$34,003,020,148 - \$352,705,858 = \$3,650,314,290$ which is the remaining value in the residential class.
- $\$73,455,420 =$ levy to be borne by residential class.
- $\$73,455,420 / \$3,650,314,290 \times 1000 = \20.12 , which would be the residential tax rate if the exemption is adopted.
- All residential properties valued above \$ _____ would see an increase in taxes.

Residential Exemption Examples

Average Value Single Family Property:

With One Rate: $\$838,491 \times \$18.35 / 1000 = \$15,386.31$

With Residential Exemption: $\$838,491 - \$79,726 = \$758,765$

Adjusted Value w/Residential Rate: $\$758,765 \times \$20.12 / 1000 = \$15,266.36$

Tax Savings: $\$119.95$

Higher Value Single Family Property:

With One Rate: $\$1,000,000 \times \$18.35 / 1000 = \$18,350.00$

With Residential Exemption: $\$1,000,000 - \$79,726 = \$920,274$

Adjusted Value w/Residential Rate: $\$920,274 \times \$20.12 / 1000 = \$18,515.92$

Tax Increase: $\$165.92$

Lower Value Single Family Property:

With One Rate: $\$500,000 \times \$18.35 / 1000 = \$9,175.00$

With Residential Exemption: $\$500,000 - \$79,726 = \$420,274$

Adjusted Value w/Residential Rate: $\$420,274 \times \$20.12 / 1000 = \$8,455.92$

Tax Savings: $\$719.08$

Granting a Small Commercial Exemption

- The Board of Selectmen may adopt a small commercial exemption.
- This exemption is for commercial parcels (property class three) occupied by businesses with an average annual employment of not more than ten people during the previous calendar year and with assessed values of less than one million dollars.
- The intent of the exemption is to give a tax reduction to small commercial property owners at the expense of the larger commercial and industrial parcels.
- Selectmen can choose an exemption that reduces the taxable valuation of each eligible parcel by a percentage of up to 10%.

Classification Vote Summary

1. Selection of a Minimum Residential Factor
 - A Factor of 1 yields a single rate.
 - A single rate for FY2022 would result in an estimated \$18.35 rate.
2. Vote on whether to adopt a Residential Exemption
 - With a low number of non-owner occupied properties, this shifts a portion of the residential levy from lower-valued residential properties to higher valued properties.
 - Only 15 communities in the Commonwealth have a Residential Exemption.
3. Vote on whether to adopt a Small Commercial Exemption
 - This exemption is for commercial properties valued under \$1 million and occupied by business(s) with less than ten employees.
 - This exemption benefits property owners, typically not small business tenants.
 - This shifts up to 10% of the value of those properties to other commercial and industrial properties.



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

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

Memorandum

To: All Boards, Committees, Commissions, Departments and Staff
From: Board of Selectmen
Date: December 6, 2021
Re: 2022 Annual Town Meeting and Annual Election

The Board of Selectmen voted on Monday, December 6, 2021, to open the Warrant for the Annual Town Meeting to begin on Saturday, May 14, 2021 at time and place to be determined, and the Annual Election to be held on Tuesday, May 10, 2021 at designated polling places. The warrant for said Annual Town Meeting will be open from Wednesday, December 15, 2021, at 8:30a.m., through Tuesday, January 18, 2022, at 4:30p.m. In accordance with Chapter 36, Section 36-3 of the Code of the Town of Wayland, all articles for consideration and inclusion in said warrant shall be submitted to the Selectmen's Office in Wayland Town Building at 41 Cochituate Road, Wayland, Massachusetts by 4:30p.m. on Tuesday, January 18, 2022, at 4:30p.m.

Thomas Fay, Chair

Cherry Karlson, Vice Chair

Adam Gutbezahl

Carol Martin

David Watkins

Establish Sub-Committee to Revise Chapter 19-Section 3 of Town Code

Committee Charge:

Review Town Code Chapter 19, Section 3, Finance Committee Reports
Recommend language/process revisions
Present status report to Board by January 5th, 2022

Committee Structure:

The Committee will be established on December 6th, 2021.
The Committee will be comprised of two members of the Board of Selectmen.
The Committee will expire in March 2022 unless extended by vote of Board of Selectmen.

Town Code: Chapter 19, Section 3

Attached

§ 19-3

Finance Committee reports.

[Amended 5-5-1983 ATM by Art. 21; 5-1-2000 ATM by Art. 17]

The Board of Selectmen, after drawing a warrant for a Town meeting, shall immediately forward a copy thereof to each member of said Finance Committee, which shall consider all articles in the warrant and make such report, in print or otherwise, to the Town meeting as it deems for the best of the Town. In gathering information to prepare its report, if any, relative to an article, the Finance Committee shall meet with the party or parties that proposed the article and concurrently with others who want to comment thereon, and shall publicly post notice thereof on the Town's principal official bulletin board at least 48 hours, including Saturdays but not Sundays and legal holidays, prior to such meeting. However, if the Finance Committee's report on any article exceeds 30 words in length, excepting an article which requests approval of the Town's itemized, omnibus operating budget for the ensuing fiscal year, then that report on said article shall conclude with a summary of reasons favoring the article that were considered by the Finance Committee in its deliberations and a separate summary of reasons disfavoring the article that were considered by the Finance Committee in its deliberations. The Committee shall also make an annual report which shall be published as part of the Annual Town Report and which shall include recommendations for appropriations for the ensuing year, a budget and such further

recommendations regarding the finances of the Town and action in regard thereto as seems to such Committee to be necessary and appropriate.

Chapter 19

FINANCES

GENERAL REFERENCES

Disposal of surplus property — See Ch. 62.

Treasurer and Collector — See Ch. 72.

§ 19-1. Finance Committee. [Amended 5-6-1992 ATM by Art. 19; 5-10-1999 ATM by Art. 25]

There shall be a committee called the "Finance Committee" appointed by the Board of Selectmen as hereinafter provided. Such committee shall consist of seven registered voters who shall serve without pay and none of whom during his or her service on such Committee shall hold elective or appointive Town office having to do with the appropriation or expenditure of Town money. Members shall serve terms of three years, such that the terms of two or three members shall expire each year. Appointment to fill unexpired terms shall be made by the Board of Selectmen as vacancies occur.

§ 19-2. Budget; capital improvement program. [Amended 5-6-1992 ATM by Art. 20]

The Finance Committee shall prepare the omnibus operating budget of the Town and submit it at the annual Town meeting. It shall also prepare and present to the annual Town meeting a five-year capital improvement program for the Town, which shall include the construction and reconstruction of capital assets (such as municipal buildings, recreational facilities, roads and landfills) and acquisition of land, equipment and vehicles and other personal property, and shall make recommendations to the appropriate authorities proposing such improvements.

§ 19-3. Finance Committee reports. [Amended 5-5-1983 ATM by Art. 21; 5-1-2000 ATM by Art. 17]

The Board of Selectmen, after drawing a warrant for a Town meeting, shall immediately forward a copy thereof to each member of said Finance Committee, which shall consider all articles in the warrant and make such report, in print or otherwise, to the Town meeting as it deems for the best of the Town. In gathering information to prepare its report, if any, relative to an article, the Finance Committee shall meet with the party or parties that proposed the article and concurrently with others who want to comment thereon, and shall publicly post notice thereof on the Town's principal official bulletin board at least 48 hours, including Saturdays but not Sundays and legal holidays, prior to such meeting. However, if the Finance Committee's report on any article exceeds 30 words in length, excepting an article which requests approval of the Town's itemized, omnibus operating budget for the ensuing fiscal year, then that report on said article shall conclude with a summary of reasons favoring the article that were considered by the Finance Committee in its deliberations and a separate summary of reasons disfavoring the article that were considered by the Finance Committee in its deliberations. The

Committee shall also make an annual report which shall be published as part of the Annual Town Report and which shall include recommendations for appropriations for the ensuing year, a budget and such further recommendations regarding the finances of the Town and action in regard thereto as seems to such Committee to be necessary and appropriate.

§ 19-4. Estimates of expenses and income. [Amended 4-3-2003 ATM by Art. 37; 5-3-2004 ATM by Art. 11]

The various Town boards, officers and committees charged with the expenditure of Town money shall, not later than the 15th of December in each year, file with the Clerk of the Finance Committee detailed estimates of the amounts deemed necessary for the administration of their respective board, office or committee for the ensuing fiscal year, with explanatory statements of the reasons for any changes from the amounts appropriated for the same purpose in the preceding year. They shall also file estimates of all probable items of income which may be received by them during the ensuing year in connection with the administration of their board, office or committee. One month prior to the 15th of December in each year, for all Town boards, officers and committees under the jurisdiction of the Board of Selectmen, the Town Administrator shall submit to the Board of Selectmen detailed estimates of the amounts deemed necessary for the administration of all such boards, offices, or departments for the ensuing fiscal year, including both capital and expense items. The Town boards, officers and committees under the Board of Selectmen's jurisdiction shall be defined as those boards, officers and committees appointed by the Board of Selectmen in accordance with the Town's by-laws and/or state law. The budget submission should include explanatory statements of the reasons for any changes from the amounts appropriated for the same purpose in the preceding fiscal year. For each such Town board, officer, committee and department under the Board of Selectmen's jurisdiction, the Town Administrator shall also, as part of the submission, file estimates of all probable items of income which may be received by them during the ensuing year in connection with the administration of each such board, office, committee or department. For the Town boards, officers, committees and departments under the Board of Selectmen's jurisdiction, the Town Administrator shall submit preliminary budgets to the Finance Committee by December 15th of each year. Prior to January 15 of each year, unless another date is agreed to, the Town Administrator shall review and make recommendations to the Board of Selectmen with respect to the budget requests, including both capital and expense items, and income estimates of all other Town boards, committees, offices and departments. except for the School Committee. In addition, the Board of Selectmen shall, no later than the 15th of January in each year, unless another date is agreed to, make both a capital and expense budget recommendation to the Finance Committee for the ensuing fiscal year for each Town board, officer and committee under its jurisdiction.

§ 19-5. Warrant articles involving appropriations or expenditures.

- A. Any person presenting an article for insertion in the warrant for any Town meeting which involves the appropriation or expenditure of money by the Town shall also submit an estimate of the expected amount of money to be expended or appropriated to carry out the purpose of the article. Said estimate, together with the name of the person or persons submitting such article, shall be transmitted by the Board of Selectmen to the Finance Committee.

- B. In order for funds to be made available by the Town for contribution to the Other Postemployment Benefits Trust Fund ("OPEB Trust Fund"), such funds must be appropriated by Town Meeting pursuant to a specific Town Meeting warrant article other than the omnibus budget article. **[Added 10-3-2012 STM by Art. 5]**

§ 19-6. Salaries and compensation.

No Town officer, no salaried employee of the Town or member of any committee appointed to act for the Town and no agent or employee of such officer, employee or committee shall sell materials or supplies to a board or committee of which he/she is a member or receive any compensation or commission for work done by him/her as such officer, employee or member of a committee, except his official salary and the fees provided by law, without permission of the Board of Selectmen expressed in a vote which shall appear in its records, together with a statement of the reasons therefor.

§ 19-7. Acquisition of vehicles. [Added 5-13-1999 ATM by Art. 43]

No vote at any Town meeting to appropriate funds for the acquisition of any vehicle valued at \$10,000 or more for the Park and Recreation, Highway or Water Departments shall be in order unless the Town's procurement officer has prepared a description of the vehicle suitable for inclusion in an invitation for bids for a procurement contract under MGL c. 30B, the Uniform Procurement Act, and placed such vehicle description on file with the Town Clerk for public inspection at least seven days before the annual meeting and at least 14 days before any special Town meeting.

§ 19-8. Board of Assessors. [Added 5-8-2000 ATM by Art. 28]

A. Annual Report. The Board of Assessors shall:

- (1) Make an annual report of sales of properties sold in Wayland available to the public by submitting it to the local newspapers, having it posted on the Town's Internet Web site and providing copies at the Town Library. The report shall describe the semi-annual increase or decrease in the average sale price of residential properties in Wayland.
- (2) Prepare, as part of the reports to be heard under the annual Town meeting "Hear Reports" article and the Annual Town Report a report for the previous six calendar years that provides:
 - (a) The number of annual abatement requests filed with the Board of Assessors;
 - (b) The annual number of abatements granted by the Board of Assessors;
 - (c) The annual average value of the abatements granted by the Board of Assessors;
 - (d) The number of annual abatement requests filed by Wayland property owners at the Appellate Tax Board with respect to Wayland properties;
 - (e) A list by property of the dollar changes in each assessment granted as a result of Appellate Tax Board decisions; and

- (3) Prepare, as part of the report to be heard under the annual Town meeting "Hear Reports" article and the Annual Town Report, a report for the previous calendar year that states the number of residential properties that were due for inspection, the number of properties actually inspected, the number of properties for which an internal inspection of the dwelling was conducted, the number of residential properties sold, the number of sold properties for which an internal inspection was conducted, the number of properties inspected in response to a grant of a building permit, and any other criteria requested by the Board of Selectmen or its designee that will provide guidance to the Town as to the effectiveness of the assessment process.
- B. Quarterly reports. The Board of Assessors shall prepare and provide to the Board of Selectmen quarterly reports detailing the progress in implementing the Recommendations of the Assessment and Valuation Study Committee contained in Article 27 of the Warrant for the 1999 Annual Town Meeting and shall submit these reports to the Board of Selectmen or its designee for posting on the Town's Internet Web site.
- C. Public hearing. The Board of Assessors shall hold a public hearing annually to listen to taxpayer concerns and questions regarding the assessment process and the services provided by the Assessors' Office. The Board of Assessors shall ensure that adequate time is provided for the hearing and that the agenda is set so that a hearing occurs where citizens are given a reasonable amount of time to voice their concerns.
- D. Increased valuation information. After each revaluation, the Board of Assessors shall send, within 30 days of the actual tax bill, a separate, reasonably detailed written explanation of the actual basis for the increased valuation for each residential property for which the new valuation percentage increase is eight percentage points or more above the Town-wide average residential increase in percentage points. Town-wide average residential increase shall be based on a data set that includes all those revalued residential properties for which no building permit has been issued between the current revaluation and the prior valuation.
- E. Change of assessed valuations. **[Added 5-12-2004 ATM by Art. 40]**
 - (1) After the Board of Assessors has made a decision concerning a taxpayer's abatement request of change of real property assessment, included with the decision, on the form provided by the state that is sent to the taxpayer, will be notice of any change in the data on that property record card and the dollar effect in assessment for each change in the section that states "reason for abatement."
 - (2) If the Board of Assessors deems appropriate a change in the property record card's market data, either as a result of a visit to a property in Wayland that takes place once every decade to be sure that information on the property record card is accurate, or the visit is the result of a sale of, or a renovation to a property, or as a result of sales since the last town-wide revaluation (such as, but not limited to a change in assessment neighborhood) that data change shall be reported to the real property owner at the time that the new data will cause a change in the assessed value of said property.

When the assessed valuation of a property changes, as occurs at an annual, biannual, or triannual town-wide revaluation, the town shall make the following information available at the Assessor's desk and on the Town website in table form: all of the influence factors that the Board of Assessors uses to value real property in Wayland such as, but not limited to: style of house, age, grade, value per square foot, CDU (condition/desirability/utility rating), heating type, fuel, heating system, finished basement living area, porches, open porches, wood decks, story height, swimming pool, barn, tennis court, traffic influence. All pertinent constants and coefficients shall be stated.

- (3) Additionally, available at the desk and on the Town website shall be: a general description of the valuation algorithm, definition of special terms, and a detailed description of the specific implementation.
 - (4) When the assessed valuation of a property changes as occurs at an annual, biannual, or triannual town-wide revaluation, the town shall make the following information available at the Assessor's desk and on the Town website: a table displaying the prior and new land valuation factors by assessment neighborhood with a map identifying and displaying all assessment neighborhoods.
- F. Community Preservation Act surcharge exemptions. Applications for exemptions from the Community Preservation Act surcharge pursuant to Massachusetts General Laws Chapter 44B, Section 3(e)(1), must be filed with the Office of the Board of Assessors no later than three months after the issuances of the actual real estate tax bill. **[Added 4-10-2008 ATM by Art. 24]**
- G. Local Circuit Breaker Program. Applications for senior tax relief under the Town Circuit Breaker program must be filed with the office of the Board of Assessors no later than April 1 of the year to which the tax relates, or within three months after the bill or notice of assessment was sent, whichever is later. **[Added 4-13-2009 ATM by Art. 13; amended 11-14-2017 STM by Art. 7]**

§ 19-9. Public hearing on tax rate. [Added 4-9-2012 ATM by Art. 19]

Before the Town submits its proposed tax rate(s) for any fiscal year to the Commissioner of Revenue for approval pursuant to General Laws Chapter 59, § 23, all boards and officials whose names appear on the Tax Rate Recapitulation document as approving or certifying the information contained therein, or their representatives, shall collectively conduct a public hearing to give interested citizens an opportunity to be heard and to ask questions concerning the tax rate(s). Forty-eight hours at least before the hearing, the proposed Tax Rate Recapitulation, together with the date, time, and place of the hearing, shall be posted on the Town's website and in a conspicuous place in the Wayland Town Building.

§ 19-10. Revolving funds. [Added 4-2-2017 ATM by Art. 5]

- A. Pursuant to MGL c. 44, § 53E 1/2, as amended, the following revolving funds are authorized, shall be accounted for separately from all other monies in the Town, and each fund shall be credited with any fees, charges or other receipts from the

programs or activities supported by the respective revolving fund: **[Amended 4-2-2018 ATM by Art. 6]**

	Revolving Fund	Authority to Spend Fund	Revenue Sources	Use of Funds
1	Transfer Station	Board of Public Works	Receipts including sticker fees paid for use of the Transfer Station, Pay as You Throw bags, recycling income	Payment of costs for the operation and improvement of the Transfer Station
2	Council on Aging	Council on Aging	Receipts including fees paid to participate in Council on Aging programs	Payment of costs for Council on Aging programs
3	School Department: Professional Development	School Committee	Fees paid for teacher training programs	Payment of costs for teacher training programs
4	School Department: Curriculum	School Committee	Fees paid for student instructional materials	Payment of costs for student instructional materials
5	Recreation	Recreation Commission	Receipts including fees paid to participate in recreational and educational programs/events and building rental fees; receipts including fees paid for the use of the Town Beach and beach programs/events	Payment of costs for recreational and educational programs/events and facilities including Town Beach; and for athletic fields for costs paid from field user fees received prior to July 1, 2017, for major field maintenance on athletic fields not performed by DPW, and approved capital projects

	Revolving Fund	Authority to Spend Fund	Revenue Sources	Use of Funds
6	Recreation: Athletic Fields	Recreation Commission	Receipts including fees paid for the use of athletic fields	Payment of costs from field user fees received on or after July 1, 2017, for athletic field equipment (such as nets, goals, porta potties, benches, tables and fences), utilities (electricity and water), major field maintenance not performed by DPW, and approved capital projects
7	Wayland Community Gardens	Conservation Commission	Receipts including fees paid for renting garden plots	Payment of costs for port-a-potty rentals, Town water, straw bales, seasonal labor (i.e., mowing, invasive removal, and upkeep), and tilling and application of native seed mix

- B. Any Town board authorized to administer a revolving fund shall approve user fees, calculated upon the cost of providing the service or program, which shall include, but is not limited to, costs for associated maintenance, capital improvements, wages and employee benefits and indirect costs.
- C. The Annual Town Report shall include, for each revolving fund, an accounting of the fiscal year-end revenues, expenses, balances and Town Meeting voted limit of expenditure.
- D. In connection with the annual Town budget cycle, the entity authorized to spend each fund shall submit to the Finance Committee an estimated end-of-year balance for the current fiscal year and a revenue and expense plan for the upcoming fiscal year.

ARTICLE LIST 2022 ANNUAL TOWN MEETING

Article	Article Name	Status	BoS Goal relates to	Tasks to be completed
1	Recognize Citizens & Employees for Particular Service to Town			
2	Pay Previous Fiscal Year Unpaid Bills			
3	Current Year Transfers			
4	OPEB Funding			
5	Enterprise Fund Budget			
6	Fiscal Year 2023 Revolving Fund Expenditure Limits			
7	Compensation for Town Clerk			
8	Personnel Bylaws and Wage & Classification Plan			
9	Surface Water Quality Committee Budget			
10	FY 2023 Omnibus Budget			
11	CPA: Set Asides			
12*	<i>New Stonebridge Resolution – expenditure of funds</i>			
13*	<i>Outdoor Seating bylaw</i>			
14*	<i>Purchase of Land at Town Center</i>			
15*	<i>CoA/CC Construction</i>			
16*	<i>Loker Grass Field Construction</i>			
17*	<i>Lease of Cell Tower at Reeve’s Hill</i>			
18*	<i>Dudley Pond Boat Ramp</i>			
19*	<i>Purchase of 212 Commonwealth Ave</i>			
20*	<i>Solar at the Route 20 North Landfill</i>			

ARTICLE LIST 2022 ANNUAL TOWN MEETING

Article	Article Name	Status	BoS Goal relates to	Tasks to be completed
21*	<i>Purchase of Launcher Way</i>			HSO to investigate
21*	<i>Bylaw Chapter 19</i>			
22				
23				
24				
25				
26				
27				
28				
29				
30	Choose Town Officers			
31	Hear Reports			
32	Sell or Trade Vehicles and Equipment			

2021 COA Update to BOS (Spring Town Meeting – Thanksgiving)

➤ May 2021 Spring Town Meeting

The Public Ceremonies Committee named the Wayland Council on Aging as the recipient of the 2021 Lydia Maria Child award for public service. As a Town Department, we were both delighted and humbled by the award as the nominations are made by Wayland residents who felt that our work in the past year had made a positive difference in their lives and the lives of other seniors in Town.

➤ PROGRAM UPDATE:

- The 10th Annual COA 5 week Summer Concert series in the courtyard was enthusiastically attended by residents of all ages. The COA was able to fully fund this series with the support of community sponsors and the Wayland Cultural Council.
- In-person, hybrid and zoom programs are continuing to be offered to accommodate the varying comfort levels that residents have with the fluctuating covid infection rate. Our In-person program capacity limits have been lowered to more safely accommodate attendees. Unfortunately reducing the number of reservations for an event, creates wait lists for residents.
- COA partnered with Hansen Farms and BayPath Elder Services to offer a farm to table experience with a CSA delivery of farm produce. COA volunteers delivered the produce throughout the summer. The variety of produce available encouraged recipients to research and try new recipes. Program participation was open to all seniors. A lottery was held due to the extraordinary interest.
- The restructured Senior Property Tax Work-off program started late summer. Over 25 residents are currently participating in the program to assist Town Departments in exchange for a credit to their property tax liability. Placement of volunteers was more difficult this year given Covid concerns.
- The COA has worked with the Health Department several times to help seniors get scheduled for flu shots, vaccinations and boosters. Most recently COA sent an eBlast to seniors as well as a Voice Mail alert on the telephone to reach seniors who did not use computer or could not register themselves for an appointment. The robo call to seniors generated non-stop calls to the COA and the Selectmen's Office. COA staff spend approximately 12-15 minutes on the phone with each resident to input all the information required to register for an appointment.
- A variety of lectures and luncheons took place this Fall. The history of Oktoberfest was celebrated with soft pretzels, apple cider, non-alcoholic beer and a Great Course lecture on the history of beer starting with the Sumerians, Egyptians and Medieval Benedictines. A Thanksgiving Luncheon was offered in the COA as well as a Drive Thru Grab N Go Thanksgiving dinner for those preferring to dine at home in a less crowded setting. Thanksgiving expenses including the acoustical guitarist were offset by a generous donation from the Friends of Wayland COA, Inc, a 501(c)3 organization.
- COA has continued to create zoom programs with high participation including discussion groups, art appreciation and armchair travel. Armchair travel encourages residents to

share their photographs and travel experiences with other attendees. Hybrid programs – like Way-Gen genealogy interest group allows both in-person and remote participation. The “Owl Meeting Pro” an innovative 360 degree camera and microphone allows all residents attending to feel an integral part of the discussion when using a 50 inch monitor. The technology of the Owl Meeting Pro greatly enhances both the audio and visual experience for participants. The purchase of an “Owl Pro” was a donation of the Friends of Wayland COA.

- The COA 16 passenger handicapped accessible van has been transporting residents for grocery shopping and to locations like Castle Island and the Isabella Stewart Gardner Museum for the Titian Power: Myth and Power exhibit. The COA van is used to transport residents to the BSO open rehearsals and other area locations within a 60 minute radius of Wayland.
 - MAPC awards secured by the Wayland COA have currently funded over 600 taxi rides for residents in need of transport to medical appointments. It has been vital to help residents receive treatments at local, regional or Boston area locations.
 - COA’s 33rd Annual Children’s Holiday Shoppe was cancelled again this year given the large number of elementary school age children and covid concerns. Approximately 250 children shop at the annual fair that is manned by 50+ volunteers. Approximately 100+ parents and their pre-k non-shoppers wait for up to two hours in the large Hearing Room for their “shoppers to return with their assigned elf (a Middle or High School student) and the child’s thoughtfully purchased wrapped gifts”. It is an extraordinary event but just not feasible given Covid concerns and vaccinations at this time.
- SERVICE UPDATE:
- Over 400 COA health insurance review appointments during Medicare Open Enrollment (Oct. 15 – Dec 7) have been scheduled and will take place by Dec. 7 Appointments were offered, in-person, via zoom or by telephone. COA staff process the requests and cancellations, mail appointment confirmations and intake sheets, confirm appointments
 - The COA is hoping to re-open the medical equipment loan closet in 2022. We are currently securing dedicated space to monitor inventory and equipment exchange. At present, only transport chairs are being loaned short term. When the space is available for use, COA will then send equipment out for cleaning and safety checks. Equipment has not been loaned since pre-pandemic.
- CHALLENGES
- Staffing: COA staffing at this time is currently at only 3.3 FTE. COA is a staff driven program and service department serving residents in person and remotely. With an increasing number of seniors accessing the COA, this is an overwhelming challenge at 3.3 FTEs. Transitioning from a band-aid staffing pattern to a staffing structure that will best serve the senior community going forward is critical.
 - Space: Inadequate square footage and non-contiguous space challenges our ability to serve our target group appropriately
 - Transportation: The MAPC grant funds will be exhausted in the next 8 weeks. This service has been critical to many residents. For some, it was a 5am appointment for

dialysis. For others it might have been radiation treatments. A third funding cycle with MAPC is anticipated – but not until Spring. At this time we are advising residents about alternative options for transport ...from use of COA taxi vouchers to making reservations for the MWRTA shared ride system. The COA “FISH” volunteer ride service to medical appointments has not been re-instated due to Covid related concerns.

- Parking: Residents complain regularly as they loop through the parking lot to look for an available space or struggle with the parallel parking spaces in the front of the building. Residents are frustrated with the coned off spaces, the 16 school buses, the storage trailers. From their standpoint they see a row of parking eliminated on the far side of the back parking lot to store the buses. The double row of parking adjacent to that rear bus parking, is coned off completely to allow for the bus turning radius to park. That alone reduces the spaces in the back parking lot by ~54 vehicle spaces: ~18 spaces lost from the back row, 36 spaces lost from the turning radius area. It is impossible to park when we have the larger group events. The front of the building is also a challenge if we are hosting a larger event in the Large Hearing Room. Residents who are unsteady and not able to walk long distances are unable to park in the parallel parking spaces out by Rte. 27 and the distance from the back parking lot, through the Town Building often requires wheelchair transport.

- \
- FIRST QUARTER 2022 Program – Service projection:
 - AARP – IRS Partnership with Wayland COA
Planning for the 2022 AARP-IRS Tax Return Prep serving lower income seniors has begun. Last year we were able to accommodate approximately 140 seniors at a time when many COAs had not even been approved to launch their AARP tax prep program. Previously Wayland COA worked with the regional AARP/IRS tax coordinator to create a mitigation plan during the pandemic. Based on that plan, AARP selected Wayland to be part of their test sites. The traffic flow, table placement, temperature stations and signage combined with germ barriers made both clients and preparers feel safe. As this is a critical service, we are hopeful that AARP-IRS will once again approve volunteer service for seniors at Wayland Town Building.
 - COA will submit grant applications for MAPC taxi ride 3rd Round funding if available this spring. A BayPath application for transportation funds will also be requested to bridge us should a critical need surface with a resident. We will also request BayPath funding consideration for residents who live alone and are in need of outpatient treatment requiring sedation. Those residents are unable to be released unless an experienced caregiver or family member is accompanying them on discharge. The grant award would be for the caregiver transport to the hospital and the return trip with the discharged resident.
 - Fit Club memberships have increased 20%. Participants have embraced the ease of registration and the value added with an all-inclusive membership allowing participants to take advantage of all fitness offerings; in-person as well as zoom.
 - We approach the next quarter with cautious optimism about our ability to provide in-house programming for older adults as well as transportation services. We will take guidance from the Town Administrator and the Health Director re: Covid guidelines for the fluctuating infection rate.



WAYLAND COA NEWS

Opportunities, Information and Outreach for Wayland Residents

NOVEMBER 2021

A Season of Thanks

Thanksgiving kicks off the holiday season. And while things are still not quite back to normal, thankfully we are in a much better place than we were this time last year. Maybe you are planning to dine with family and friends for Thanksgiving after taking last year off from larger gatherings. Whatever your plans, we wish you a good holiday season. We are thankful that our work gives us the chance to know so many of you.

Join us for our Thanksgiving lunch on Nov. 17 (details below). If gathering isn't yet in your comfort zone, we'll have some "grab-and-go" meals available by pre-order.

This month we also bring you John Clark and his Great American Music Experience, with a program on the music of WWI, as well as an exploration of printmaking in our Art Appreciation program. And don't forget our many fitness offerings. Something for everyone — join us!

Your COA Staff:

**Julie Secord, Sue Hatton,
Shawna Levine, Ann Gordon, Lillian DePasquale**

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THANKSGIVING LUNCHEON

**Wednesday, November 17 at noon
In the COA**



Welcome the holiday season together with friends and neighbors as you enjoy a traditional turkey luncheon with all the trimmings, and a delicious, classic New England dessert — grapenut custard pudding. Chris Carter will join us with his engaging guitar, playing folk and Americana music.

To allow for social distancing, the number of reservations will be limited. For those who would like to enjoy a Thanksgiving lunch, but do not wish to dine in the COA, we will have a limited number of meals ready to go. Reservations required. \$10 per person. **All reservations must be made by 4 pm on Tuesday, November 9th.**

A Reminder about COA Staff Schedules



COA staff are available to meet your needs M-F, but not all of us are here each day. If you have a time-sensitive need, use our departmental email — coa@wayland.ma.us — or call us at 508-358-2990. We work as a team and any one of us will be happy to help you. Thank you!

The Wayland Council on Aging

provides programs and outreach services to and on behalf of seniors to enhance quality of life and promote independent living. We are committed to creating a welcoming environment that values dignity, tolerance, respect, appreciation of diversity and positive regard for all community members.

The Wayland Council on Aging

41 Cochituate Road

Wayland, MA 01778

508-358-2990

coa@wayland.ma.us

www.wayland.ma.us/council-aging

Office Hours: Mon., 8am-7pm; Tues-Thurs, 8am-4pm; Fri, 8am-12:30pm

Happenings

ART APPRECIATION: AMERICAN PRINTS with Margaret Dergalis Tues., Nov. 2, 1:00pm on Zoom

Margaret Dergalis presents a program titled "American Prints." First in the Colonies and later in the United States, interest in prints has not always been a constant. Margaret will examine the history of printmaking in this country to see if we can discover why. From Paul Revere to Andy Warhol, see what makes artists and their prints so characteristic of the American spirit.



In December, Margaret will look at the work of many talented women artists, largely ignored or forgotten by art historians. **Reservations are required** to receive the Zoom link.

NEW CLASS STARTING IN JANUARY!

DRAWING & WATERCOLOR PAINTING with Wayland's Rahul Ray

Develop or refine your drawing and painting skills in this friendly studio class that will focus on fundamental skills. Work on observation, perspective, scale, and technique, using pencils and watercolors. The class emphasizes process over product.



Instructor and Wayland resident Rahul Ray received his training at the Academy of Fine Arts in Kolkata, India. He works in pencil, charcoal, and watercolor, doing sketches, portraits, still-lives, landscapes, and abstracts.



Works by Rahul Ray

A retired professor of medicine at Boston University, Rahul is a cancer-researcher who also taught at Clark University and Framingham State. Also a poet and essayist, he teaches drawing and painting to classes and individuals.

Details on the class schedule and cost will be available in December.

John Clark and his Great American Music Experience

MUSIC OF WORLD WAR I

Wednesday, November 10, 1:00pm at the COA

In honor of Veteran's Day, John Clark will highlight some of the most popular music of the war years (1914 – 1918) with audio and video clips. Prior to American involvement, British war songs were popular in this country. Then, as events began to draw us into this "war to end all wars," opposing viewpoints were expressed in popular songs, like the pacifistic *I Didn't Raise My Boy to Be a Soldier* and the militaristic *Wake Up, America!* And the biggest wartime favorite of all, George M. Cohan's *Over There*. Of course, there were romantic and sentimental songs that spoke for soldiers, spouses and families separated by the war, and humorous songs. There were even songs about how American life had changed after the war. Featured artists include Al Jolson, Nora Bayes, Billy Murray, Henry Burr and the Peerless Quartet.



Irving Berlin

PIZZA CAFÉ

Wednesday, Nov. 3 at noon

In the COA

Reservations required, \$5



Join us for our first-Wednesday-of-the-month pizza café. Enjoy pizza, salad, beverage, and dessert, and the fun of being together and sharing a story and a laugh. Reserve your seat **by noon on the previous Monday**.

Next Pizza Café: Wednesday, December 1



No Children's Holiday Shoppe

Because of the ongoing pandemic, the COA will not hold our annual Children's Holiday Shoppe in December. With limited indoor space, we cannot accommodate the large number of children and the parents who patiently wait while they shop for treasures. We will miss this opportunity to bring the community together for this favorite holiday event. We wish everyone a happy and healthy fall and holiday season.

The COA carefully selects program topics and presenters. Speakers bring expertise as well as opinions; the COA does not necessarily endorse speakers' viewpoints. We invite audiences to use their own judgment as they listen and learn. In addition, while we appreciate the advertisers who support this newsletter, we do not endorse products or services.

Happenings

REGULAR WEEKLY PROGRAMS

Join us for one or all of these regular weekly programs.
You must pre-register for Zoom programs.



GREAT COURSES

Mondays, 1pm in person

Join together to learn from some of the nation's top scholars on a wide range of topics, from science to art to engineering and travel. See details, right.



CONNECTIONS

Mondays, 2:30pm in person and on Zoom

Connect with new friends and enjoy good conversation. This informal group welcomes everyone. If you plan to attend in person, please let us know so we can set up.



KNIT TOGETHER

Tuesdays, 10:30am on Zoom

Knit in the company of friendly fellow knitters. Create knitwear to donate to children in need using our supplies, or work on your own projects.



GENEALOGY

1pm, 2nd and 4th Tuesday, in person and on Zoom

Share in great conversations, research tips and fascinating stories from the past. Experience our new "Owl" technology with its 360° camera that brings people together in person and on Zoom.



SOCIAL GROUP

Thursdays, 10:30am on Zoom

Join this informal group for friendly, relaxed conversation from the convenience of home. Newcomers are always welcome!

GRANDPARENTS GROUP

Dr. Dossie Kahn of Wayland Youth and Family Services facilitates discussions about the rewarding and sometimes challenging relationships between grandparents and grandchildren; share resource ideas. New members welcome, contact Dossie Kahn for details, (508-358-4293).



GREAT COURSES: MUSIC AS A MIRROR OF HISTORY

Mondays, Nov. 1, 8, 15, 22, 29

at 1pm in the COA

Closed Captioning

Explore the fascinating and surprising connections between famous music and historic events by celebrated com-



poser and music historian Robert Greenberg. Dr. Greenberg shows how certain works of music do not *just* mirror the general spirit of their time and place, but can even evoke specific historical events. Explore how composers convey such explicit information, evoking specific states of mind and giving voice to communal emotions, all colored by their own personal experience. Music lovers and history enthusiasts alike will be enthralled by this exploration of how momentous compositions have responded to—and inspired—pivotal events.

In December: Everyday Guide to Beer.

The first lecture was shown at our Oktoberfest. Fascinating and fun!

Fresh Produce? Thank a Farmer!

A shout-out to Hanson's Farm in Framingham, which provided fresh produce twice a month to 20 senior households in Wayland throughout this year's growing season. This was a joint program of the Wayland COA, Hanson's Farm, and Baypath Elder Services, funded in part by the Older Americans Act. The 20 recipients were chosen by lottery. Many reported enjoying new and different veggies and trying new recipes. Hats off to Hanson's Farm for being such a great neighbor!



Medical Equipment Loans

Our Medical Equipment Loan Closet is currently closed due to lack of storage space. However, we do have a few transport chairs we can loan for up to two weeks. We can also refer you to other sources of medical equipment.

See page 8 for instructions on how to access programs on Zoom and WayCamTV.

Health & Fitness

JOIN THE COA FIT CLUB!

The *COA Fit Club* is our pay-by-the-month, take-as-many-classes-as-you-want, fitness program.

Joining the *COA Fit Club* gives you unlimited monthly access to both in-person and Zoom fitness classes. No need to pre-register for classes, just show up or Zoom in. Payment must be received before the month begins.

- Pay \$20/month for access to all fitness classes, in-person and remote.
- Receive a listing of the week's fitness choices Monday morning by email (or Tuesday if a Monday holiday), including links to Zoom classes.
- We cannot pro-rate the monthly fee. Please get your monthly payment to us before the start of each month.
- Pay-As-You-Go is available for in-person classes only and requires Fitbucks pre-paid coupons. Buy Fitbucks at the COA or by mail. Unused Fitbucks are refundable. Class reservations are not needed.

COA Fit Club



If You'd Rather Pay by the Class...

Effective Sept. 1, 2021, Pay-As-You-Go is only available for in-person classes such as T'ai Chi and Fit For The Future. Each class is \$4.

We cannot accept cash in class; you must purchase Fit Bucks, a pre-paid coupon available in the COA or by mail. Place your signed Fit Buck coupon in the basket when you attend class. No reservations are necessary.

COA FITNESS PROGRAMS AVAILABLE ONLINE AND IN-PERSON

THE WALKING CLUB

Mondays at 9:30am. Meet at the Rail Trail near the Library. NO CHARGE.

Join our friendly Walking Club to walk with Wayland seniors for up to an hour. When weather is inclement, we will not meet. Email Shawna Levine at slevine@wayland.ma.us or call the COA at 508-358-2990 to register. No fee. Wear comfortable walking shoes and bring a water bottle.



T'AI CHI

Mondays, 9:30am-10:30am, Outdoors or in the Large Hearing Room in inclement weather

Instructor: John Woodward, Certified T'ai Chi Instructor

T'ai Chi is an ancient form of Chinese exercise that enhances the flow of internal energy in the body using slow, graceful movements, breath work and meditation to help promote relaxation, healing and well-being. As this class does involve one hour of movement, it may not be suited for those who use a cane or walker.

LOIS' FIT FOR THE FUTURE

Tuesdays and Thursdays, 10-11am, Large Hearing Room

Instructor: Lois Leav

This popular class involves stretching, bending, loosening the joints and building flexibility, all set to music.

THERATUBE

Wednesdays, 9am-10am, on Zoom

Instructor: Ellen Cohen Kaplan, Certified Personal Trainer, OTR

Use resistance bands to increase range of motion and strength. Bands are easy to use for people of all abilities.

ZOOMBA

Wednesdays, 10:15-11:15am, on Zoom

Instructor: Ellen Cohen Kaplan, Certified Personal Trainer, OTR

Join this fun cardio class and dance your way to fitness with Latin music.

SAIL: STAY ACTIVE AND INDEPENDENT FOR LIFE

Fridays, 9:30am—10:30am on Zoom

Instructor: Joe Fish, Certified Instructor and Falls Prevention Specialist This evidence-based class helps older adults improve balance and mobility, reduce the risk of falls, and improve quality of life. Participants can take the class while seated; class can be tailored to other individual needs.

News and Updates

Fall Means It's Time to Check Your Smoke and CO Alarms

By Todd Winner, Wayland Fire Dept., Senior SAFE Team



The end of Daylight Saving Time is fast approaching (“fall back” on Sunday, Nov. 7), which means two things: 5pm feels like 9pm and you should test your smoke and carbon monoxide alarms to make sure they are working properly. All alarms manufactured today have a “born on” date to help determine when they should be replaced. The average life span of a smoke alarm is ten years, and six years for CO alarms.



Properly working smoke alarms are responsible for saving thousands of lives, so you should be vigilant about testing them for proper function. A chirping alarm not only drives my two dogs crazy but usually means the battery needs to be replaced or the alarm could be malfunctioning and needs immediate replacement. If you cannot reach your alarm to test, you could use a broom handle to push the test button or ask a family member or neighbor to do it for you. There are all different kinds of smoke alarms out there so it's important to know and understand what kind are in your home.

Because newer homes today are built to be more efficient and are better insulated (buttoned up) compared to houses even ten years ago, the air transfer between outside and inside has decreased greatly. This decreased air transfer is great for keeping heat in and cold out in the winter, but also allows carbon monoxide or “CO” to build much faster in homes, which is bad. A dangerous buildup of CO in the home is usually due to the home's heating system not properly venting to the outside and filling up the home. Carbon monoxide is a colorless, odorless gas, so when a CO alarm goes off, don't ignore it.

In the event your smoke or carbon monoxide alarm sounds and you don't know the cause, **don't ignore it**, immediately exit the home and dial 911.

Medicare Open Enrollment is October 15—Dec. 7

Medicare plans change every year and Open Enrollment is the time period to decide on your coverage for 2022. For many people, this is the only time each year to make any changes to your current selections. SHINE counselors are trained volunteers who provide free Medicare counseling to help you compare options.



Please note: SHINE appointments at Wayland COA are fully booked. You may also call SHINE in Framingham (508-532-5980) or Needham (781-455-7555).

For general SHINE-related inquiries (other than an appointment), call 1-800-AGE-INFO (1-800-243-4636), then press or say 3. You will get the SHINE answering machine, and a volunteer will return your call within 2 days.

SMOC Program Offers Help Covering the Cost of Winter Heat



Beginning November 1, households with limited income may be eligible for help with home heating bills this winter through the Low Income Home Energy Assistance Program (LIHEAP). Eligibility is based on the total gross annual income for an entire household: \$40,951 for households of one, and \$53,551 for households of two. Anyone who received SMOC Fuel Assistance last year should receive a renewal packet in the mail during September and October. Please submit your renewal information promptly to avoid the seasonal rush. Follow the instructions, sign the pre-filled application and mail all requested documents. To learn more, call the COA or South Middlesex Opportunity Council (SMOC) at 508-620-2342 or email fuel-docs@smoc.org. Applications will be processed remotely.

Resources

BayPath Elder Services: 508-573-7200

Caregiving Resources: www.caregivingmetrowest.org

Domestic Violence Hotline: 1-877-785-2020 or visit
www.domesticviolenceroundtable.org

Elder Abuse Hotline: 1-800-922-2275

MA Exec. Office of Elder Affairs: 1-800-243-4636

Meals on Wheels (BayPath): 508-573-7246

Medicare: 1-800-633-4227

MetroWest Legal Services: 508-620-1830

MWRTA Fixed Route Buses: 508-935-2222

MWRTA Dial A Ride: 508-820-4650

Social Security: 1-800-772-1213

State Senator Rebecca Rausch: 617-722-1555

Representative Carmine Gentile: 617-722-2014

Representative Alice Peisch: 617-722-2070

Wayland Community Fund: 508-358-3624

Wayland Council on Aging: 508-358-2990

Wayland Housing Authority: 508-655-6310

If you develop COVID symptoms call your doctor and the Wayland Health Dept. COVID hotline: 508-358-6805

For emotional support, contact Wayland Youth and Family Services (for all ages) at 508-358-4293

Local Food Pantries: My Brother's Table at Good Shepherd Parish: 508-650-3545; Celebration Church: 508-318-4769; and Loaves and Fishes at Trinitarian Church: 508-358-7717

Resources

TRANSPORTATION OPTIONS

COA Taxi Program: This grant-funded program pays the taxi fare for medical appointments, essential grocery trips, prescription pick-up, and travel to some COA appointments. For Wayland residents age 60+. For details and to arrange a ride, call the COA at least one full business day in advance (note that our offices close at 12:30pm on Fridays). Funded by a grant from MassDevelopment in partnership with the Metropolitan Area Planning Council through March 31, 2022.

MWRTA Dial-a-Ride: SUBJECT TO CURRENT RESTRICTIONS. Offers leisure and/or medical travel for Wayland residents 65+, or any age if disabled. Currently free of charge, normally \$2, \$3 or \$5 each way based on destination. Pre-register with MWRTA at 508-820-4650. Registered riders must make reservations at least 48 business hours prior to travel date.

MEDICAL TAXI VOUCHERS: For Waylanders 60+ or disabled at any age. Purchase discounted taxi vouchers in advance from the COA for taxi trips to medical appointments or medically-related activities at the COA. Administered through JFK Transportation; discount is 40% off metered fare. Boston travel is a flat rate of \$42 each way. Tips expected in cash. Schedule rides directly through JFK 508-653-4500.



AN UPDATE ON OUR TAXI PROGRAM

Our grant-funded taxi program has been an important service we've been pleased to offer residents since July 2020, thanks to two rounds of grant funding from the Metropolitan Area Planning Council. In that time, we have provided more than 600 taxi trips to medical appointments, free of charge.

We anticipate that our funds for this program will be depleted within the next several months; we do not know if MAPC will offer more grant opportunities. In anticipation, we are exploring alternative transportation programs.

We also recommend using MWRTA's Dial-A-Ride which is currently free of charge. This shared-ride service can be used for medical and non-medical travel. We will keep the community informed about our future plans to help meet transportation needs for Wayland's senior residents.

Q&A with the COA

What would you like to know? Just ask us!

Q. *Where can I get some help using my cellphone or laptop? How can I "Zoom"?*

A. Technology can help us connect with other people or with information in new and convenient ways. But it can also be a source of stress. And not being able to use some types of technology can limit your access to programs or events you might like to join.

In years past we have tapped into the natural tech skills of high school students, who are often happy to tutor their elders in how to use their devices. If you would be interested in receiving help, please call the COA and let us know. We will be happy to facilitate such arrangements!

About COA and COA Remote Programs

WAYLAND COA STAFF

Director: Julie Secord, M-F
jsecord@wayland.ma.us

Outreach Coordinator: Sue Hatton, M-F
shatton@wayland.ma.us

Project Coordinator: Shawna Levine, M-Th
slevine@wayland.ma.us

Community Relations Coordinator: Ann Gordon, T-Th
agordon@wayland.ma.us

Program Assistant: Lillian DePasquale, W-F
ldepasquale@wayland.ma.us

S.H.I.N.E. Counselors:
 Penny Wilson, Kathleen Woehrling, Irene Cramer

WAYLAND COUNCIL ON AGING BOARD

Betsy Soule, Chair; Bill Sterling, Vice Chair; Mary Antes, Clerk; Evelyn Ekmejian; Carol Glick; Frank Kennedy; Becky Patterson; Ellen Scult; Denise Yurkofsky.

Next Meeting: TBD, check the Town website for updates

SENIOR TAX RELIEF COMMITTEE

This Selectmen-appointed committee meets every other month. MEMBERS: Markey Burke, Chair; Steve Colella, Vice Chair; Ann Gilbert, Clerk; Joan Bradford, Pauline DiCesare, Joel Rosenhaus, Susan Rufo

Next Meeting: Wednesday, December 8, 9:00am

WEST SUBURBAN VETERANS SERVICES DISTRICT

781-489-7509
 Sarada Kalpee, Director
 Nancy Blanchard, Deputy Director
 In Wayland Tues. 9am—4pm, 781-850-5504

How to Access COA Remote Programs

Zoom: To protect privacy, Zoom events are by invitation only. To join a Zoom event by video or phone, contact us at coa@wayland.ma.us or 508-358-2990. First-time participants, please provide name, address, email and phone. Subsequently, only your name and program name are needed. We will confirm your registration and send you the link prior to the event.

Cable TV: You can watch WayCam.TV on Verizon channel 37 and Comcast channel 8. The program schedule and details for streaming live and on demand are on the WayCamTV website: www.waycam.tv/home
 Go to www.waycam.tv/live to watch WayCam programs livestreamed on TV or on your computer.

FRIENDS OF THE WAYLAND COA

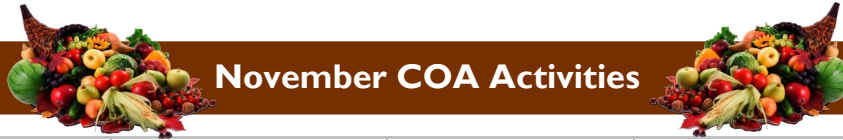
This 501(c)3 supports COA programs, services, and equipment that cannot be financed through the COA's town budget. The Friends' long-term goals include supporting the Town's need for increased, dedicated COA space. Older adults (60 years of age and older) represent 28% of Wayland's population. Donations to the Friends are tax-deductible. Visit the Friends website to learn more: www.friendsofwaylandcoa.org

FRIENDS BOARD: Marie Winter, President; John Shaw, Treasurer and Webmaster; Mary Antes, Clerk; Paul Abramson; Steve Correia; Frank Kennedy; Huaibin Lu; Patty MacNeil; Sue Pope



Keep Up With All the COA News Through Our Website and E-Blast

At www.wayland.ma.us/council-aging you'll find lots of information and helpful resources. On Thursdays we send out an email highlighting programs and services in the coming week. Call us at 508-358-2990 or email coa@wayland.ma.us to subscribe.



November COA Activities

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday
	1 9:30am Walking Club 9:30am T'ai Chi 1pm Great Courses 2:30 pm Connections	2 8:00am Chair Yoga 10:00 Fit 4 Future 10:30am Knit Together 1:00pm Art Appreciation 4:00pm Fish Fitness	3 9:00am Theratube 10:15am ZoomBa 12:00pm Pizza Cafe	4 10:00am Fit 4 Future 10:30am Social Group	5 9:30am SAIL fitness
7 8:00am Harpsichord Life 4:00pm Chair Yoga	8 9:30am Walking Club 9:30am T'ai Chi 1pm Great Courses 2:30 pm Connections	9 8:00am Line Dancing 10:00 Fit 4 Future 10:30am Knit Together 1:00pm Genealogy 4:00pm Grandparenting Child with Autism	10 9:00am Theratube 10:15am ZoomBa 1:00pm Music of World War I	11 VETERANS DAY Town offices closed	12 9:30am SAIL fitness
14 8:00am Chair Yoga 4:00pm Fish Fitness	15 9:30am Walking Club 9:30am T'ai Chi 1pm Great Courses 2:30 Connections	16 8:00am How Emotions are Made 10:00am Fit 4 Future 10:30am Knit Together 1pm Armchair Travel 4:00pm Fish Fitness	17 9:00am Theratube 10:15am ZoomBa 12 noon Thanksgiving Lunch	18 10:00am Fit 4 Future 10:30am Social Group	19 9:30am SAIL fitness
21 8:00am Songbirds of the Northeast 4:00pm Line Dancing	22 9:30am T'ai Chi 1pm Great Courses 2:30 Connections	23 8:00am Chair Yoga 10:00am Fit 4 Future 10:30am Knit Together 1:00pm Genealogy 4:00pm Mrs. Jessica Henderson	24 9:00am Theratube 10:15am ZoomBa Town offices close at 12:30pm	25 THANKSGIVING DAY Town offices closed	26 Town offices closed
28 8:00am Fish Fitness 4:00pm Chair Yoga	29 9:30am T'ai Chi 1pm Great Courses 2:30 Connections	30 8:00am Line Dancing 10:00am Fit 4 Future 10:30am Knit Together 4:00pm Silk Painting	<div style="display: flex; align-items: center;"> <div style="flex: 1;"> <p>Remember: Masks are required for all visitors to Wayland Town Buildings.</p> </div> <div style="flex: 0.5; text-align: center;">  </div> <div style="flex: 1.5;"> <p>KEY: WayCam TV—Red Zoom—Blue In person—Green Hybrid—Magenta (in-person & Zoom)</p> </div> </div>		

Trips and Excursions



TRIPS AND VIRTUAL TRIPS

We are happy to bring back some day trips and shopping trips. Masks are required on the van and capacity may be limited.

Market Basket and Marshalls in Waltham. Call for November date. Join our monthly shopping trip to Waltham. The van leaves COA at 9:30am to start home pick-ups. Return by 1:30pm. Shopping trips are free of charge and for Wayland residents only. Space is limited, call by 4pm the previous Thursday.

Thursday, Dec. 9. Love Stories from the National Portrait Gallery, London. At the Worcester Art Museum. Depart COA at 9:00am, return by 2:00pm. Cost: \$28 for admission, tour and transportation. This pioneering exhibition presents masterpieces from the Collection of the National Portrait Gallery, London, in an innovative exploration of love's role in the creation of some of the greatest masterpieces of Western art. Organized thematically with works spanning from the late 16th century to the present day, it will make the argument that ideas of love and desire have been critical to the development of portraiture since the genre's emergence. There will be time to spend on your own in the galleries or shop. The café is currently closed.

Boston Symphony Orchestra Open Rehearsals. We will provide transportation on our van for three Thursday morning rehearsals in 2022. Our van will depart COA at 9:00am for the 10:30am concerts. The cost is \$45 for transportation to three concerts: **January 20, March 3 and April 14.** Riders must purchase their own Boston Symphony subscription. Your subscription will include the first concert on Thursday, Nov. 11. Please note, we will not provide transportation for that concert, as it is Veterans Day, a holiday for the Town of Wayland.



ARMCHAIR TRAVEL: Apulia, Italy Tuesday, Nov. 16 at 1:00pm on Zoom

Guest host Paul Abramson takes us on a tour of his trip to the Apulia region of Italy. This region of southeast Italy on the Adriatic Sea — sometimes called “the heel of Italy” — has distinct climate, cuisine, customs and scenery. Travelers are drawn to its beautiful coastline, picturesque towns, fishing villages and fertile plains. Enjoy a virtual visit to this very special place.

Join fellow travelers as we continue our virtual journey to fascinating destinations around the world.



KNITTING TO MEET NEEDS

Children in need will be a little warmer this winter, thanks to the COA Knitting Group, which recently donated 150 hats, 27 pairs of mittens, 8 scarves and one sweater to The Knitting Connection. This Medford-based organization distributes hand-knit winterwear to families through local shelters, agencies and hospitals. Many of the items were knit using yarn donated by Wayland residents.

The COA “Knit Together” group meets on Tuesdays at 10:30 on Zoom. If you like to knit, and especially if you like to knit and chat, please join us!



HOLIDAY BAKING CLASS with Roberta Hing
Thursday, Dec. 2, 1:00—3:00pm on Zoom

Celebrate the holidays together in a Zoom cooking class. The talented and entertaining Roberta Hing returns with a special holiday program. We'll start with a warming (and healthy!)



Carrot Ginger Soup. To go with the soup, we'll make a pillowy Braided Egg Bread — referred to as “Cloud Bread” in Roberta’s house. And what are the holidays without dessert? Ours will be a little different—a chocolate raspberry pavlova—light yet decadent. A real showstopper! So, join us to cook along with Roberta or learn some tricks to try these recipes on your own. Registration required. Recipes will be provided.

HOLIDAY LUNCHEON
Thursday, Dec. 16, noon
In the COA, \$10 per person



Join us for a festive catered holiday lunch with live entertainment provided by the incomparable Brian Kane, a COA favorite. Brian Kane Jazz offers jazz saxophone and vocal interpretations of the Swing Era — Glen Miller, Duke Ellington, Benny Goodman — and the Great American Songbook — including great songwriters like Irving Berlin, Rodgers and Hart, and Cole Porter.

To allow for social distancing, the number of reservations will be limited. **Reservations are required by Dec. 8.**



Holiday Bell Ringers Return!

We are delighted to welcome back the Lincoln Handbell Ringers for a December holiday performance! This perennial favorite event rings in the holidays with joy and style! Stay tuned for details about date and time in our weekly eblast and December newsletter.

The Wayland COA News

A monthly publication from
Wayland Council on Aging
41 Cochituate Road
Wayland MA 01778
508-358-2990
www.waylandcoa.org

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Youth & Family Services Update

11/29/21

- **Clinical Capacity**
 - Wayland Y&FS continues to see a steady increase in individuals and families seeking support and clinical care. During the summer months, Y&FS was able to welcome new clients for ongoing/long term clinical services. As school returned to session in the fall, we experienced a steady increase in requests for service. New requests have been seeking services related to substance use, anxiety, depression, impulse control, feelings of uncertainty, social anxiety and other presenting factors. We are currently able to meet the demand, but due to limited available space, we have shifted to a consulting model with new clients. In the consulting model, we provide an intake/evaluation as well as three follow up sessions. At the end of the three sessions we make an evaluation to continue services and/or make referral for continued care.
 - In the month of November, we have averaged 6 new requests for service per week. This is equivalent to our average monthly requests for service.
 - Clinical services continue to be offered via zoom and other virtual platforms. Clients and staff have expressed this as their current preferred meeting preference at this time. In addition to virtual individual services, in-person social skills groups have resumed at both the Middle School and High School.
- **Substance Use Prevention & Education**
 - Wayland Youth & Family Services/WaylandCares has continued to partner with Wayland Public Schools to provide both proactive education through the wellness department and intervention services in conjunction with the school administration. In the fall of '21, we were able to meet with every 9th grade wellness class to provide vaping education and discussion. As we continue to see an increase in youth vaping, we are focused on a multi-pronged approach to educate both youth and adults, in hopes of seeing a reduction in vaping.
 - We will be holding a public vaping education forum at Wayland High School on Wednesday, December 8th at 7pm. This forum will be a hybrid (in-person and live streamed via zoom) presentation, focused on current data, local observation, health risk facts, talking points and tips for parents and general prevention strategies. The event will be recorded and made available online as an educational resource.
 - With an increase in youth substance related incidents, we have retooled the Diversion Program in conjunction with the Wayland Police Department. Through this program, we have been able to work with 13 youth and provide a specific and intensive educational opportunity. In addition we have youth working collectively with

Y&FS to develop community campaigns addressing social norms and social host liability.

- Y&FS is developing a series of newsletters to provide monthly topics and talking points for parents addressing substance use with young people in their life.

- **Violence Prevention**

- Y&FS continues its work with the Domestic Violence Round Table and The White Ribbon Campaign. In the month of October we assisted in designing and distributing community banners for Domestic Violence Awareness Month, participated in a community walk to end domestic violence and participated in a community vigil.
- The White Ribbon Campaign is in the process of planning two separate community education events for February and March.
- Y&FS continues to support the work of the WPS task force to address relationship violence and sexual abuse/harassment. Y&FS will continue to work with school staff and community members to follow up on the work of REACH and Focus Groups that were conducted in the spring of '21.

- **Current Youth Leadership Work and New Staff**

- Y&FS welcomed Megan Wohlfarth on board as our new Substance Prevention Outreach Coordinator in November. Megan is currently working with WMS to begin offering in-person Youth Leadership Group programming and opportunities to the entire school population.
- The WHS SADD Chapter continues to work under the guidance of John Berry and in partnership with Y&FS. SADD members are currently assisting Y&FS in developing a Social Host Liability Campaign, as well as planning on providing updated data presentations from the MetroWest Adolescent Health Risk Survey in the spring of 2022.

BOARD OF SELECTMEN
Monday, December 6, 2021
7:00 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 accepting Public Health Excellence for Shared Services Grant in the amount of \$485,750.00 for local health support for COVID-19 case investigation and contact tracing for the Grate Meadows Public Health Collaborative.
4. Vote the question to ratify amendment to agreement with RMD Collaborative for additional services at Wayland Fire Station #2.
5. Vote the question of accepting MIIA grant in the amount of \$7,873.08 for purchase of equipment related to Wayland's proactive risk management efforts.
6. Vote the question of approving and paying KP Law invoice #134334 in the amount of \$5,410.73 for professional legal services through October 31, 2021.
7. Vote the question of approving and signing agreement 18-2006 Task order no. 15 amendment #1 with Tighe & Bond, Inc. for Wastewater Treatment Facility Engineering Services.
8. Vote the question of approving and signing agreement 22-2003 Task Order no. 1 with Kleinfelder Northeast Inc. for FY22 MS4 Compliance Assistance Engineering Services.
9. Vote the question of approving and signing agreement 18-2005 Task Order no. 19 with Tata & Howard for Emergency Response Plan (ERP) 2021 Update.
10. Vote the question of approving and appointing list of election officers provided by Town Clerk and recommended by the Board of Registrars through August 31, 2022.
11. Vote the question of approving and signing agreement with EDF Energy Services, LLC for the purchase and receipt of electricity for the Town.
12. Vote the question of approving and signing agreement with Peak Event Services for the Rental of a Housing Structure for the PFAS Mitigation Equipment.
13. Vote the question of approving and signing renewal Licenses for liquor and Auto Dealer for 2022 (see attached memo).
14. Vote the question of approving and signing the Comcast Renewal License agreement for the Town.
15. Vote the question of approving and submitting the finalized Town of Wayland 2020 Re-Precincting Plan (map, block data report, and legal descriptions) to the State Local Election Districts Review Commission

To: Board of Selectmen
From: Teri Hegarty, Management Analyst
Date: December 6, 2021
Re: 2022 Liquor License Renewals & Remaining Non-liquor License Renewals

The following is the list of licenses that are ready for approval for 2022.

VOTE: TO APPROVE THE 2022 RENEWAL OF THE FOLLOWING LICENSES AS PRESENTED IN THE DECEMBER 6, 2021 MEMORANDUM TO THE BOARD OF SELECTMEN PENDING RECEIPT OF ALL RENEWAL PAPERWORK; (WHERE APPLICABLE); UPDATED INSURANCE INFORMATION (WHERE APPLICABLE); ANY OUTSTANDING TAXES AND/OR FEE PAYMENTS (WHERE APPLICABLE); AND ANY OUTSTANDING INSPECTIONS (WHERE APPLICABLE).

VOTE: VOTE THE QUESTION OF DESIGNATING LOUISE MILLER, TOWN ADMINISTRATOR, AS THE SOLE SIGNATORY TO SIGN OFF ON ALL 2022 APPROVED RENEWALS LISTED IN THE DECEMBER 6, 2021 MEMORANDUM.

VOTE: VOTE THE QUESTION OF DESIGNATING CHERRY KARLSON, CHAIR, BOARD OF SELECTMEN, AS THE SOLE SIGNATORY TO SIGN OFF ON ALL 2022 ABCC AND LIQUOR LICENSE RENEWAL REPORTS

The following liquor licenses for 2022:

110 Grill Management LLC, dba 110 Grill	171 Commonwealth Avenue	On Premise All Alcoholic Beverages
Dudley Chateau. LLC dba Dudley Chateau	20 Crest Road	On Premise All Alcoholic Beverages
Broomstones	138 Rice Road	Club – All Alcoholic Beverages
BBRG TR, LLC dba Coach Grill	55 Boston Post Road	On Premise All Alcoholic Beverages
Donelan’s Supermarkets Inc.	177 Commonwealth Road	Package Store Wines & Malt
Lavins Inc. of Wayland dba Lavins Inc. of Wayland	330 Old Connecticut Path	Package Store All Alcoholic Beverages

Testa Restaurant Group, LLC dba Giacomo's Restaurant Wayland	14 Elissa Avenue	On Premise – All Alcoholic Beverages
CNC Golf, LLC dba X-Golf Wayland	60 and 66 Andrew Avenue	On Premise – All Alcoholic Beverages
New Sandy Burr Country Club, Inc., dba Sandy Burr Country Club	103 Cochituate Road	On Premise – All Alcoholic Beverages
The Local Restaurant of Wayland, LLC dba The Local Restaurant	11 Andrew Avenue	On Premise All Alcoholic Beverages
Elmwood Donuts, Inc. dba Mel's Restaurant (also known as Mel's Commonwealth Café)	310 East Commonwealth Road	On Premise Wines & Malt
Post Road Liquors Inc.	44 Boston Post Road	Package Store All Alcoholic Beverages
Omshivaay, Inc. dba Sperry's Liquors	87 Andrew Avenue	Package Store All Alcoholic Beverages
Boston's Finest Fuels, Inc., dba Wayland Gulf	28 Boston Post Road	Convenience Store – Wines and Malt
The Villa, Inc.	124 East Plain Street	On Premise All Alcoholic Beverages
Golf Course Enterprises, LLC, dba Wayland Country Club	121 Old Sudbury Road	On Premise All Alcoholic Beverages
Wayland Variety and Deli Corp. dba Wayland Variety and Deli	70 Boston Post Road	Package Store Wines & Malt
P and P Liquors, Inc. dba Wayland Wine and Spirits	302 East Commonwealth Road	Package Store All Alcoholic Beverages
China Rose, LLC dba China Rose	15 East Plain Street	On Premise All Alcoholic Beverages
Zheng Group, Inc. dba Takara Japanese Restaurant	15 Elissa Avenue	On Premise All Alcoholic Beverages

Jindu Inc., dba Jindu Modern Asian Cuisine	131 Boston Post Road	On Premise All Alcoholic Beverages
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The following Auto Dealer Licenses for 2022:

E & J Service Station, LLC d/b/a Wayland Mobil	315 Commonwealth Road	Used Car Dealer's License Class II
Cooks Automotive of Wayland, Inc.	338 Boston Post Road	Used Car Dealer's License Class II

Wayland Imports opted not to renew their Used Car Dealer's License Class II.

BOARD OF SELECTMEN
Monday, December 6, 2021
7:00 pm
Wayland Town Building
41 Cochituate Road, Wayland, MA

CORRESPONDENCE

1. Correspondence from below residents to Board of Selectmen re: support for Sean Gibbons as Wayland Police Chief
 - Alli McNiff; December 1, 2021
 - Gina Meyers; December 1, 2021
 - Pamela Wineman; December 1, 2021
 - Tap Maniar; Nov 29, 2021
 - April Methot; Nov 30, 2021
 - Gretchen & Paul Dresens; Nov 29, 2021
 - George Gardner; Nov 29, 2021
 - Virginia Gardner; Nov 29, 2021
 - Susan & Chris Memoli; Nov 29, 2021
2. Correspondence from Comcast to Board of Selectmen dated November 18, 2021 re: Price changes to programming.
3. Correspondence from Xfinity to Board of Selectmen dated November 23, 2021 re: changes to Xfinity TV programming.
4. Correspondence from Elaine Donnelly to Board of Selectmen dated November 29, 2021 re: request for Board to consider purchasing Launcher Way.
5. Correspondence between Linda Malenfant and Board of Selectmen's office dated December 1, 2021 re: Questions related the School Bus Parking Forum
6. Correspondence from below residents to Board of Selectmen re: support for CPA project for Town to Purchase 27 Sherman's Bridge Road for Conservation and/or affordable housing.
 - Doug Stotz; Nov 29, 2021
 - Beth Zeeman, Paul Stern, Christopher Foster and Hilary French; Nov 29, 2021
7. Correspondence from Christine McKenna Lok to Board of Selectmen dated Nov 29, 2021 re: Urge Board to prioritize CPA funds for affordable housing projects.