

Packet

May 6, 2024

7:00PM



TOWN OF WAYLAND

41 COCHITUATE ROAD
WAYLAND, MASSACHUSETTS 01778

MICHAEL F. MCCALL
TOWN MANAGER
TEL. (508) 358-3620
www.wayland.ma.us

SELECT BOARD

ANNE BRENSLEY
THOMAS J. FAY
ADAM G. GUTBEZAHL
CAROL B. MARTIN
WILLIAM D. WHITNEY

REVISED AGENDA POSTED ON 05/03/24 AT 12:31 PM
PREVIOUS AGENDA POSTED ON 05/02/2024 AT 3:06PM

SELECT BOARD

Monday, May 6, 2024

7:00pm

HYBRID

**Wayland Town Building, Council on Aging
41 Cochituate Road, Wayland, MA**

Agenda

Note: Items may not be discussed in the order listed or at the specific time estimated. Times are approximate. All topics may be subject to deliberation and vote

One may watch 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 2 of the Acts of 2023, 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.

- | | |
|---------|--|
| 7:00 pm | 1. Call to Order, Review Agenda for Public |
| 7:05 pm | 2. Announcements and Public Comment |
| 7:10 pm | 3. Annual Town Meeting (ATM) 2024: Warrant Hearing - Invite attendance by Miranda Jones, Moderator |
| 8:25 pm | 4. Annual Town Meeting (ATM) 2024: Discussion of ATM motions, handouts and logistics. |
| 8:55 pm | 5. Town Signage Policy: Discussion and review policy. |
| 9:00 pm | 6. Town Manager's Report |
| | a) Wastewater Treatment Facilities Update |
| | b) Wayland Middle School Ceiling Tile Issue Update |
| | c) Recap since last meeting |

SELECT BOARD
Monday, May 6, 2024
7:00pm
Wayland Town Building, Council on Aging
41 Cochituate Road, Wayland, MA

- 9:10 pm 7. Minutes
 - a) Review and approve the minutes of April 29, 2024 if available.

- 9:15 pm 8. Review Correspondence

- 9:20 pm 9. Select Board Members' reports and concerns

- 9:30 pm 10. Topics not reasonably anticipated by the Chair 48 hours in advance, if any.

- 9:35 pm 11. Adjourn



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2024 Annual Town Meeting –Warrant Hearing

Link to the Warrant for 2024 Annual Town Meeting:

https://www.wayland.ma.us/sites/g/files/vyhli9231/f/uploads/atm_warrant_2024_-_final.pdf

MOVER: William Whitney

MOTION – 2024 ATM

ARTICLE 1: RECOGNIZE CITIZENS AND EMPLOYEES FOR PARTICULAR SERVICE TO THE TOWN

MOTION NO. 1

I MOVE YOU MADAM: that the Town recognize the following citizen who has served in a volunteer capacity on elected and/or appointed boards, committees, and commissions for a minimum of 25 years (service need not be consecutive) for her achievements and contributions to Town government:

Cherry Karlson	28 years	Finance Committee, Finance Committee Appointing Board, Municipal Affordable Housing Trust, Select Board
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Majority vote required.

MOVER: William Whitney

MOTION – 2024 ATM

ARTICLE 1: RECOGNIZE CITIZENS AND EMPLOYEES FOR PARTICULAR SERVICE TO THE TOWN

MOTION NO. 2

I MOVE YOU MADAM: that the Town recognize the following Town and school employees who have retired since the 2023 Annual Town Meeting or will retire before June 30, 2024 and have or will have served the Town for over 20 years:

Margaret Amendola	Teacher	22 years
Mary Barber	Teacher	21 years
Laura Callahan-O'Brien	Teacher	30 years
Kelly Calnan	Food Service Manager	25 years
Robert Dorey	Fire Captain	22 years
Gregory Halfpenny	Fire Captain	29 years
Christopher Hanlon	Patrolman	33 years
Marion Haydon	Teacher	30 years
Brian Keaney	Teacher	34 years
Debra Pellerin	Teacher	28 years
Sandra Raymond	Library Director	20 years
Marybeth Sacramone	Teacher-Guidance Counselor	21 years

Majority vote required.

MOVER: William Whitney

MOTION – 2024 ATM

ARTICLE 1: RECOGNIZE CITIZENS AND EMPLOYEES FOR PARTICULAR SERVICE TO THE TOWN

MOTION NO. 3

I MOVE YOU MADAM: that the Town recognize and observe a moment of silence in remembrance of the following elected or appointed volunteers or employees with 10 years of service who have passed away since the 2023 Annual Town Meeting:

Edwin Rudenauer	April 21, 2023	Firefighter
Ruth Brawerman	April 30, 2023	Teacher
Warren Chafe	May 24, 2023	Teacher
Robert Hennessey	July 12, 2023	Teacher
Franklin Shelton	August 23, 2023	Teacher
Fred Halfpenny	September 19, 2023	Fire Captain
Joseph A. Brown	November 5, 2023	DPW
Patrick J. McGrenra	December 3, 2023	Firefighter
Constance A. Bean	December 18, 2023	Board of Health
Mary Alice Boelter	December 19, 2023	Historic District Commission
Lewis Oxford	January 24, 2024	Teacher

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Ellen Vinciulla	January 23, 2024	School Dept – Food Service and Police Dept – Crossing Guard and Matron
Linda Stark	January 25, 2024	Teacher
John (Jack) O’Brien	February 25, 2024	DPW

Majority vote required.

MOVER: William Whitney

MOTION – 2024 ATM

ARTICLE 2: PAY PREVIOUS FISCAL YEAR UNPAID BILLS

I MOVE YOU MADAM:

MOVED: that Article 2 be adopted under the Abbreviated Presentation Procedure.

OR MOVED: that the Town vote to approve the payment of bills of prior fiscal years as listed in Article 2 on page 25 of the Warrant for the 2024 Annual Town Meeting from the Fiscal Year 2024 appropriations so listed, for a total of \$5,468.94 to be used to pay such bills.

4/5 vote required.

MOVER: Adam Gutbezahl

MOTION – 2024 ATM

ARTICLE 3: OPEB FUNDING

I MOVE YOU MADAM:

MOVED: that Article 3 be adopted under the Abbreviated Presentation Procedure.

OR MOVED: that the Town vote to:

- a) appropriate an aggregate amount of \$19,147 to be deposited in the Town's Other Post-Employment Benefits Trust Fund which amount shall be provided by transferring the sums of money from the enterprise and revolving funds listed in paragraph a) of Article 3 on page 26 of the Warrant for the 2024 Annual Town Meeting; and:
- b) appropriate \$500,000 to be deposited in the Town's Other Post-Employment Benefits Trust Fund, and that said appropriation be provided by taxation.

Majority vote required.

MOVER: Adam Gutbezahl

MOTION – 2024 ATM

ARTICLE 4: ENTERPRISE FUND BUDGETS

I MOVE YOU MADAM:

MOVED: that Article 4 be adopted under the Abbreviated Presentation Procedure.

OR MOVED: that the Town vote to appropriate an aggregate amount of \$6,206,404 for the operation and expenses of the Water Enterprise Fund, Wastewater Enterprise Fund, and Transfer Station Enterprise Fund as set forth in Article 4 on page 28 of the Warrant for the 2024 Annual Town Meeting, which sum shall be expended only for the purposes shown under the respective boards, committees and offices of the Town, with such appropriation being raised in the respective departmental receipts and from Free Cash, with the Free Cash amount being transferred to the Transfer Station Enterprise Fund as follows:

1) Water Revenue	\$4,726,909
2) Wastewater Revenue	\$736,602
3) Wastewater Certified Retained Earnings	\$200,123
4) Transfer Station Revenue	\$467,770
5) General Fund Subsidy (Free Cash)	\$75,000

Majority vote required.

MOVER: Thomas Fay

MOTION – 2024 ATM

ARTICLE 5: FISCAL YEAR 2025 REVOLVING FUND EXPENDITURE LIMITS

I MOVE YOU MADAM:

MOVED: that Article 5 be adopted under the Abbreviated Presentation Procedure.

OR MOVED: that the Town vote to set the following enumerated dollar figures as the total amount that may be expended from the respective authorized revolving funds for Fiscal Year 2025 as listed in Article 5 on page 29 of the Warrant for the 2024 Annual Town Meeting, as follows:

- | | |
|--|-------------|
| 1. Council on Aging: | \$34,000 |
| 2. School Department / Professional Development: | \$4,500 |
| 3. School Department / Curriculum: | \$0 |
| 4. Recreation: | \$1,250,000 |
| 5. Recreation Athletic Fields: | \$190,000 |
| 6. Conservation Community Gardens: | \$3,000 |

Majority vote required.

MOVER: Carol Martin

MOTION – 2024 ATM

ARTICLE 6: PERSONNEL BYLAWS AND WAGE AND CLASSIFICATION PLAN

I MOVE YOU MADAM:

MOVED: that Article 6 be adopted under the Abbreviated Presentation Procedure.

OR MOVED: that the Town vote to amend the Code of the Town of Wayland, Chapter 43, Personnel and the Personnel Wage and Salary Classification Plan previously adopted by the Town to amend the tables set forth in Appendix B to the Warrant for the 2024 Annual Town Meeting.

Majority vote required.

MOVER: William Whitney

MOTION – 2024 ATM

ARTICLE 7: FUND UNION AND NON-UNION AGREEMENTS

I MOVE YOU MADAM:

MOVED: that Article 7 be adopted under the Abbreviated Presentation Procedure.

OR MOVED: that the Town vote to transfer from FY2024 budgeted

Unclassified: Reserve for Salary Settlement account \$543,017 for the purpose of funding the first year of the collective bargaining agreements for the period of July 1, 2023 through June 30, 2024 reached between the Town of Wayland and a.) Public Employees’ Local Union 1116 Custodians and Maintenance; b.) New England Police Benevolent Association, Inc., Local 176; c.) American Federation of State, County and Municipal Employees (AFSCME), Wayland Local 690 – 1 & 2; d.) Wayland Department of Public Works Association, Teamsters Local 170 e.) Wayland Library Staff Association MFT, AFT, AFL-CIO, and to fund wage increases for non-union employees, and further, to authorize the Finance Director to allocate said amounts to be distributed to and among the department personnel and line items affected thereby in such amounts as are proper and required.

Majority vote required.

MOVER: Carol Martin

MOTION – 2024 ATM

ARTICLE 8: SURFACE WATER QUALITY BUDGET

I MOVE YOU MADAM:

MOVED: that Article 8 be adopted under the Abbreviated Presentation Procedure.

OR MOVED: that the Town appropriate the sum of \$30,000 by transferring said sum from Free Cash for the expenses of the Surface Water Quality Committee to be spent under the direction of the Select Board.

Majority vote required.

MOVER: Anne Brensley

MOTION – 2024 ATM

ARTICLE 9: SPECIAL EDUCATION RESERVE FUND

I MOVE YOU MADAM:

MOVED: that Article 9 be adopted under the Abbreviated Presentation Procedure.

OR MOVED: that the Town vote to appropriate the sum of \$150,000 by transferring said sum from Free Cash to the Special Education Reserve Fund established under G.L. Chapter 40, Section 13E.

Majority vote required.

MOVER: Pamela Roman

MOTION – 2024 ATM

ARTICLE 10: FY 2025 OMNIBUS BUDGET

MOTION NO. 1

I MOVE YOU MADAM:

MOVED: that each and every numbered item set forth in the Finance Committee’s Budget for Fiscal Year 2025 listed on pages 36–43 of the Warrant for the 2024 Annual Town Meeting be voted, granted, and appropriated as an expenditure for the several purposes and uses set forth in said budget establishing a total budget of \$104,324,475, which sum shall be expended only for the purposes shown under the respective boards, committees, and offices of the Town; and, of the total sum so appropriated, \$102,853,347 shall be raised by taxation, \$413,494 shall be provided by transfer from Ambulance receipts, and \$1,057,634 shall be provided by transferring from the following funds:

Council on Aging	1,676
Water Fund	467,978
Wastewater Fund	43,050
Recreation Revolving	59,680
Recreation Fields	19,716
Transfer Stations	0
BASE	265,101
Childrens Way	78,000
Food Service	122,433

Majority vote required.

MOVER: Kelly Lappin

MOTION – 2024 ATM

ARTICLE 10: FY 2025 OMNIBUS BUDGET – CAPITAL BUDGET

MOTION NO. 2

I MOVE YOU MADAM:

MOVED: that each and every numbered item set forth in the Finance Committee’s capital budget of Fiscal Year 2025 listed on pages 44–51 of the Warrant for the 2024 Annual Town Meeting in the total amount of \$7,648,447 be appropriated for equipment and vehicles acquisitions and projects for the listed departments, each of which shall be an appropriation, and of the total sum so appropriated, the Treasurer, with the approval of the Select Board, is authorized to borrow \$5,184,577 pursuant to the provisions of G.L. Chapter 44, Section 7, or any other enabling legislation, and to issue bonds or notes of the Town therefor, and further, that the sum of \$2,109,661 be transferred from the Unreserved Fund Balance and the sum of \$279,000 be provided from Ambulance Receipts, and the sum of \$75,209 be provided from the following Surplus Capital Funds:

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FY 18 HS DESIGN	1,055
FY 17 LOKER FURNITURE	355
FY 20 HH FIRE ALARM CONTROL	1,125
FY 20 LOKER CHAIR	2,572
FY 22 STUDENT SCHOOL STORAGE SYSTEM	18,724
FY 22 SCHOOL SPACE STUDY & CONSTRUCTION	9,916
FY 22 FIRE ALARM CONTROL PANEL/SMOKE DETECTOR	226
FY 22 DPW EQUIPMENT H-20	28,870
FY 19 LOKER SCH KITCHEN	1,363
FY 16 LOKER TILE REPLACEMENT	361
FY 22 ROAD IMPROVEMENTS	7,263
FY 22 CONSERVATION TRUCK	3,380
	75,209

2/3 vote required.

MOVER: Carol Martin

MOTION – 2024 ATM

**ARTICLE 11: CAPITAL STABILIZATION FUND
APPROPRIATION**

I MOVE YOU MADAM:

MOVED: that Article 11 be adopted under the Abbreviated
Presentation Procedure.

OR MOVED: that the Town vote to appropriate the sum of \$250,000 to the
Capital Stabilization Fund by transferring said sum from Free Cash.

Majority vote required.

MOVER: Adam Gutbezahl

MOTION – 2024 ATM

**ARTICLE 12: REVISE TOWN CODE CHAPTER 43 –
PERSONNEL**

I MOVE YOU MADAM:

MOVED: that the Town vote to amend the Town Code, Chapter 43 – Personnel,
by repealing the existing text and replacing it with the text as printed under Article
12 on pages 52-54 of the Warrant for the 2024 Annual Town Meeting.

Majority vote required.

MOVER: Susan Weinstein

MOTION – 2024 ATM

**ARTICLE 13: COMMUNITY PRESERVATION ACT –
SET ASIDES AND TRANSFERS**

I MOVE YOU MADAM:

MOVED: that Article 13 be adopted under the Abbreviated
Presentation Procedure.

OR MOVED:

- a) that the Town vote to set aside from the Community Preservation Fund's Uncommitted Fund for later spending as set forth in Article 13 on pages 54–55 of the Warrant for the 2024 Annual Town Meeting:
 - i) \$129,870 for open space, but not including land for recreational use, \$129,870 for historic preservation, \$129,870 for community housing;
and
 - ii) \$50,000 for administrative expenses; and
- b) that the Town vote to appropriate from the Community Preservation Fund's Uncommitted Fund the sum of \$373,731 for annual debt service obligations for the purchase of the conservation restriction on Mainstone Farm, as approved by the 2016 Annual Town Meeting; and

- c) that the Town vote to transfer \$130,670 from the Community Housing Fund of the Community Preservation Fund to the Wayland Municipal Affordable Housing Trust Fund.

Majority vote required.

MOVER: Susan Weinstein

MOTION – 2024 ATM

**ARTICLE 14: COMMUNITY PRESERVATION ACT –
HISTORIC PRESERVATION PROJECTS:
PRESERVATION MATERIALS FOR TOWN’S
HISTORIC COLLECTION; PRESERVATION OF
TOWN PERMANENT RECORDS AND HVAC
SYSTEM AT GROUT-HEARD HOUSE**

I MOVE YOU MADAM:

MOVED: that Article 14 be adopted under the Abbreviated
Presentation Procedure.

OR MOVED: that the Town vote to appropriate from the Community
Preservation Fund Historic Preservation Fund

- a) the sum of \$2,673 for the purchase of supplies and materials for preservation and storage of the Town’s historical artifacts, to be expended by the Wayland Historical Commission;
- b) the sum of \$100,000 for the rehabilitation, conservation, and preservation of the Town’s permanent records that are more than 50 years old, including but not limited to birth, marriage, and death records, annual street listings, and annual town reports, said sum to be expended by the Town Clerk, subject to the advance approval of the Wayland Historical Commission; and

- c) the sum of \$55,000 for the installation of a new HVAC system at the Grout-Heard House and Museum, to be expended by the Wayland Historical Society.

Majority vote required.

MOVER: Anne Brensley

MOTION – 2024 ATM

ARTICLE 15: REVISE TOWN CODE 91-1

I MOVE YOU MADAM:

MOVED: that the Town vote to amend the Town Code, Article 1, Regulation of Dogs, § 91-1, Definitions, by deleting text that is struck through and inserting text that is underlined to read as printed under Article 15 on pages 58-59 of the Warrant for the 2024 Annual Town Meeting.

Majority vote required.

MOVER: Anne Brensley

MOTION – 2024 ATM

ARTICLE 16: REVISE TOWN CODE 91-2

I MOVE YOU MADAM:

MOVED: that the Town vote to amend the Town Code, Article 1, Regulation of Dogs, § 91-2, Vaccination, Licensing and Fees, by deleting text that is struck through and inserting text that is underlined as printed under Article 16 on pages 59-60 of the Warrant for the 2024 Annual Town Meeting, and further, that the Town vote to accept the provisions of G.L. Chapter 140, Section 139(c) as incorporated into the Article.

Majority vote required.

MOVER: Karen Blumenfeld and Kim Winter

MOTION – 2024 ATM

**ARTICLE 17: RESOLUTION IN SUPPORT OF CHANGING THE
STATE FLAG AND SEAL OF MASSACHUSETTS**

I MOVE YOU MADAM:

MOVED: that the Town vote to adopt the following resolution:

Resolution in Support of Changing the State Flag and Seal of Massachusetts

WHEREAS, the land area now known as the Town of Wayland was the homeland of Indigenous Peoples long before the first settlers arrived in 1638 to colonize this area.

WHEREAS, the imagery of the Massachusetts flag and seal – a white hand holding a Colonial sword over the head of an Indigenous person, above a Latin motto that translates: “She Seeks by the Sword a Quiet Peace Under Liberty” – is seen by many as a symbol of violence against Indigenous people and a memorial to the violent colonization of their homelands.

WHEREAS, for more than 50 years, Indigenous leaders have called for the flag and seal of Massachusetts to be changed.

WHEREAS, a Special Commission on the Official Seal and Motto of the Commonwealth issued a report on November 15, 2023, calling for the creation of an advisory body to be funded and charged with the task of working with the

Secretary of the Commonwealth to hire a professional designer to create a new image for the flag and seal of Massachusetts.

WHEREAS, it is now up to the Massachusetts legislature to prioritize changing the flag and seal by establishing and funding the advisory group called for by the Special Commission, and giving the advisory group a deadline to complete its task and return with a final design image.

WHEREAS, as of this writing, 79 communities in the Commonwealth have voted to support changing the Massachusetts flag and seal including, recently, the Town of Sudbury.

NOW, BE IT RESOLVED that the Town of Wayland hereby adopts this resolution to support changing the Massachusetts flag and seal to better reflect the Commonwealth's aspirations for harmonious and respectful relations between all people who now call Massachusetts home. Specifically, this resolution supports the recommendations of the Special Commission to change the Massachusetts flag and seal and to create an advisory body to be funded and charged with the task of working with the Secretary of the Commonwealth to hire a professional designer to create a new image for the Massachusetts flag and seal. The Town Clerk shall forward a copy of this resolution to Sen. Nick Collins and Rep. Antonio Cabral, co-chairs of the Joint Committee on State Administration, and Sen. Jamie Eldridge and Reps. Carmine Gentile and David Linsky, with the request that they continue

their strong support for the work of the aforementioned Special Commission and advisory body and advocate for making a new flag and seal for the Commonwealth a top legislative priority.

Majority vote required.

MOVER: Carol Martin

MOTION – 2024 ATM

ARTICLE 18: LOKER ELEMENTARY SCHOOL SOLAR AGREEMENT

I MOVE YOU MADAM:

MOVED: that Article 18 be adopted under the Abbreviated Presentation Procedure.

OR MOVED: that the Town vote to:

- a) amend Article 18 passed at the 2021 Annual Town Meeting to authorize the Select Board to enter into and execute a renewable energy power purchase and/or net metering credit purchase agreement for the purchase of solar energy or net metering credits generated by a solar photovoltaic power generation system and related optional battery energy storage capacity to be installed and operated at Loker Elementary School, and to lease or license the related land and buildings for such system, for terms of up to twenty-five (25) years, on such terms and conditions as the Select Board deems to be in the best interests of the Town; and
- b) authorize the Select Board, in conjunction with the Town Manager and Board of Assessors, pursuant to the provisions of Massachusetts General

Laws Chapter 59, Section 5, Clause 45, with the approval of Town Counsel as to form, to decide to enter into and execute a structured tax or payment in lieu of tax (PILOT) agreement in connection with said solar photovoltaic power generation system to be installed and operated at the Loker Elementary School for a term of up to twenty-five (25) years, upon such terms and conditions as the Select Board shall deem to be in the best interest of the Town.

Majority vote required.

MOVER: Thomas Fay

MOTION – 2024 ATM

ARTICLE 19: RESCIND UNISSUED DEBT

I MOVE YOU MADAM:

MOVED: that Article 19 be adopted under the Abbreviated Presentation Procedure.

OR MOVED: that the Town vote to rescind the previously authorized but unissued debt in the amount of \$2,500,000 related to the following borrowing authorization, that is deemed no longer necessary because the project funded by the borrowing was not undertaken:

<u>Project</u>	<u>Amount</u> <u>Authorized</u>	<u>Town Meeting Vote</u>
Launcher Way Acquisition	\$2,500,000	May 15, 2022 Annual Town Meeting Article 22

Majority vote required.

MOVER: William Whitney

MOTION – 2024 ATM

ARTICLE 20: FIRE DEPARTMENT STAFFING STUDY

I MOVE YOU MADAM:

MOVED: that the Town vote to appropriate the sum of \$39,000.00 to be provided by transferring said sum from the Ambulance Receipts for the purpose of hiring a consultant to complete a staffing study for the fire department and make recommendations for optimal operational effectiveness.

Majority vote required.

MOVER: William Whitney

MOTION – 2024 ATM

**ARTICLE 21: CLASSIFICATION AND COMPENSATION
STUDY FOR ALL TOWN WAGE SCALES**

I MOVE YOU MADAM:

MOVED: that the Town vote to appropriate \$60,000 to be provided by transferring said sum from Free Cash to hire a consultant to work under the direction of the Town Manager and Human Resources Manager to conduct a comprehensive Classification and Compensation Study of the following Town wage scales:

- Non-Union Wage Scale, N Schedule
- AFSCME Wage Scale, G Schedule
- Library Wage Scale, L Schedule
- Teamsters – DPW Wage Scale, D Schedule
- Fire Wage Scale, F Schedule
- Police Wage Scale, P and D Schedules

Majority vote required.

MOVER: Thomas Fay

MOTION – 2024 ATM

ARTICLE 22: REAFFIRM REMOTE PARTICIPATION AT TOWN MEETING

I MOVE YOU MADAM:

MOVED: that Article 22 be adopted under the Abbreviated Presentation Procedure

OR MOVED: that the Town vote to re-authorize of the Select Board to petition the General Court for an act of special legislation entitled “Remote Participation in Town Meeting,” as printed under Article 22 on page 67 of the Warrant for the 2024 Annual Town Meeting.

Majority vote required.

MOVER: Paul Dale

MOTION – 2024 ATM

**ARTICLE 23: EXTENSION OF MORATORIUM ON SYNTHETIC
FIELDS/ARTIFICIAL TURF**

I MOVE YOU MADAM:

MOVED: that the Town vote to amend the Town Code, Chapter 95 – Artificial or Synthetic Turf, by adding Section 95-2, entitled “Extension of moratorium on Synthetic/ Artificial Turf,” as printed under Article 23 on page 69 of the Warrant for the 2024 Annual Town Meeting.

OR MOVED: that the Town vote to amend the Town Code, Chapter 95 – Artificial or Synthetic Turf, by adding Section 95-2, entitled “Extension of moratorium on Synthetic/ Artificial Turf,” as follows, prohibiting the construction of synthetic or artificial turf on outdoor athletic fields located on Town land for an additional three years. This bylaw will not affect the use or maintenance of the existing synthetic turf field at the high school.

Town Code§ 95-2: Extension of Moratorium on Synthetic/Artificial Turf.

Purpose: The moratorium prohibiting the construction of synthetic or artificial turf on Town land- established in Section 95-1 expires in January 2025. Because (a) the construction of the natural grass field at the Loker Conservation & Recreation Area has experienced significant delays and (b) because many of Wayland’s grass fields

were not properly constructed, lacking proper drainage and irrigation, and the Town has not yet established a multi-year plan that would bring these grass fields to optimal condition and maintain them in that state using organic techniques the Town will not have adequate experience with “natural grass solutions based on the use of the latest techniques for grass field construction and organic maintenance” when the moratorium expires. More time is needed to determine if natural grass fields are viable alternatives for Wayland. Further, this extended moratorium allows the Town the opportunity, under the overall direction of the Town Manager, to examine the extent to which synthetic/artificial turf is injurious to public health and safety, the environment and the climate compared to natural grass solutions.

Moratorium Extension: The Town of Wayland shall neither install nor authorize or allow the installation of synthetic/artificial turf on any real estate owned by the Town for a period of three years from the expiration of the moratorium in § 95-1 or the effective date of this moratorium extension, whichever is later. This moratorium extension shall not apply to the installation or use of synthetic/artificial turf in indoor facilities. An indoor facility is one that has a permanent roof enclosed by permanent non-removable, non-retractable walls and doors. This moratorium extension does not affect the use or maintenance of the existing synthetic turf field at the high school.

Majority vote required.

MOVER: Susan Weinstein

MOTION – 2024 ATM

ARTICLE 24: COMMUNITY PRESERVATION ACT – OPEN SPACE PROJECTS: IMPROVEMENT AT PINE BROOK CONSERVATION AREA; BIOCONTROL OF PURPLE LOOSESTRIFE AT COW COMMON; AND CONSERVATION RESTRICTION, HOUSE DEMOLITION, AND TRAIL CONSTRUCTION FOR 27 SHERMAN'S BRIDGE ROAD WITH ARCHAEOLOGICAL MONITORING

I MOVE YOU MADAM:

MOVED:

- 1) that the Town vote to appropriate from the Community Preservation Fund Open Space Fund, to be expended under the direction of the Town Manager:
 - a) the sum of \$9,065 for installation of granite stairs to access the trails at Pine Brook Conservation Area;
 - b) the sum of \$6,000 for a biocontrol project to address invasive purple loosestrife at the Cow Common Conservation Area;
 - c) the sum of \$6,500 for legal fees associated with preparing a conservation restriction, the sum of \$3,500 to endow monitoring of a conservation restriction, the sum of \$13,781 for construction of an ADA-accessible trail, and the sum of \$12,000 for demolition of the existing house, all for the property at 27 Sherman's Bridge Road; and

2) that the Town vote to appropriate from the Community Preservation Fund Uncommitted Fund for historic preservation purposes the sum of \$15,000 for archaeological monitoring of the house demolition and trail construction at 27 Sherman's Bridge Road, to be expended under the direction of the Historical Commission.

Majority vote required.

MOVER: Susan Weinstein

MOTION – 2024 ATM

**ARTICLE 25: COMMUNITY PRESERVATION ACT –
RECREATION PROJECT: WAYLAND
COMMUNITY POOL REHABILITATION &
IMPROVEMENTS AT COCHITUATE BALL
FIELDS**

I MOVE YOU MADAM:

MOVED: that the Town vote to appropriate from the Community Preservation Fund Uncommitted Fund for recreation purposes:

- (a) \$154,000 for improvements to the softball fields at the Cochituate Ball Fields, to be expended under the direction of the Town Manager; and
- (b) \$296,000 to rehabilitate the pool and associated infrastructure, to be expended by the Wayland Community Pool, Inc., subject to a grant agreement to be entered into by the Select Board on such terms deemed to be in the best interests of the Town.

Majority vote required.

MOVER: Anette Lewis

MOTION – 2024 ATM

ARTICLE 26: AMEND ZONING BYLAWS AND TOWN ZONING MAP – MBTA COMMUNITIES MULTI-FAMILY HOUSING

I MOVE YOU MADAM:

MOVED: that the Town vote to amend its Zoning Map and Zoning Bylaws, Chapter 198, of the Town Code as follows:

- 1) By adding a new Article 27 Multi-Family Housing Overlay Zoning District;
- 2) By adding Section 198-302.1.11. A Multi-Family Housing Overlay District that includes land in four subdistricts described on pages 74 -75 of the Warrant for the 2024 Annual Town Meeting as “Route 20 West”, “River’s Edge West”, “Town Center Development Area”, and “Planned Development District – Central”;
- 3) By adding to Chapter 198, Attachment 1 - Table of Dimensional Requirements the words “Multi-Family Housing Overlay District – Requirements of Article 27 apply”; and
- 4) By amending the Town Zoning Overlay Districts Map to add the Multi-Family Housing Overlay District consisting of “Route 20 West”, “River’s Edge West”, “Town Center Development Area”, and “Planned Development District – Central”

2024 Annual Town Meeting Motions – Draft 5/1/2024

described on pages 74 -75 of the Warrant for the 2024 Annual Town Meeting and as shown in Appendix C on page 124 of the Warrant for the 2024 Annual Town Meeting.

The full text of said amendments are printed under Article 26 on pages 74-80 of the Warrant for the 2024 Annual Town Meeting.

Majority vote required.

MOVER: Rebecca Stanizzi

MOTION – 2024 ATM

ARTICLE 27: AMEND ZONING BYLAW TO ADD RETAIL SELF-STORAGE AS ADDITIONAL COMMERCIAL USE IN A NEW BUSINESS B ZONE SUBDISTRICT B-1

I MOVE YOU MADAM:

MOVED: that the Town vote to amend its the Zoning Bylaws, Chapter 198, of the Town Code for the purpose of adding a new definition and use of “Retail Self-Storage” as a use allowed by special permit, subject to certain criteria, within a new Sub-District B-1 within the Business B zoning district, consisting of Assessors Map 51D, Parcel 019, and to amend the Zoning Map to include such Sub-District B-1 as described by the map attached as Appendix F to the Warrant for the 2024 Annual Town Meeting. The full text of the amendment is printed under Article 27 on pages 82-87 of the Warrant for the 2024 Annual Town Meeting.

2/3 vote required.

MOVER: Windsor Mallett

MOTION – 2024 ATM

ARTICLE 28: SOLAR COMPACT DEVELOPMENT FOR WAYLAND

I MOVE YOU MADAM:

MOVED: that the Town vote to amend the Town Code, Chapter 198, Zoning, Article 18 – Conservation Cluster Development by amending Section 198-1803 to add a new section 1803.1.8, and by amending Section 198-1805 to add a new section 1805.3, and by amending Section 198-1807 to add a new section 1807.2 to allow a new development, Solar Compact Conservation Cluster Development, the full text of which is printed under Article 28 on pages 87-88 of the Warrant for the 2024 Annual Town Meeting.

2/3 vote required.

MOVER: Adam Gutbezahl

MOTION – 2024 ATM

ARTICLE 29: SOLAR AGREEMENTS FOR COUNCIL ON AGING FACILITY/COMMUNITY CENTER

I MOVE YOU MADAM:

MOVED: that the Town vote to:

a) authorize the Select Board to lease, as lessor, or license portions of the Council on Aging/Community Center (“CoA/CC”) building and parking lot at 8 Andrew Avenue for a term of not more than twenty five (25) years for the installation and operation of solar photovoltaic power generation systems to be installed and operated on the roof of the CoA/CC building and on solar canopies located over a portion of the adjacent parking lot, and for this purpose, that the building and parking lot at 8 Andrew Avenue be transferred from the care, custody and control of the Select Board for the purposes for which it is held to the Select Board for the purposes for which it is held and for the purpose of leasing or licensing portions of said building and parking lot for the installation and operation of solar photovoltaic power generation systems;

b) authorize the Select Board to enter into and execute a renewable energy power purchase and/or net metering credit purchase agreement for the purchase of solar

energy or net metering credits generated by said systems above for a term of up to twenty-five (25) years, on such terms and conditions as the Select Board deems to be in the best interests of the Town;

c) authorize the Select Board, in conjunction with the Town Manager and Board of Assessors, pursuant to the provisions of Massachusetts General Laws Chapter 59, Section 5, clause 45, with the approval of Town Counsel as to form, to decide to enter into and execute a structured tax or payment in lieu of tax (PILOT) agreement in connection with said solar photovoltaic power generation system for a term of up to twenty-five (25) years upon, such terms and conditions as the Select Board shall deem to be in the best interest of the Town.

2/3 vote required.

MOVER: Adam Gutbezahl

MOTION – 2024 ATM

ARTICLE 30: ADOPT MASSACHUSETTS SPECIALIZED ENERGY CODE

I MOVE YOU MADAM:

MOVED: that the Town vote to amend the Town Code, Chapter 197, Stretch Energy Code, to adopt a new Section 197- 4.A entitled “Specialized Energy Code” for the purpose of regulating the design and construction of buildings for the effective use of energy and reduction of greenhouse gas emissions, pursuant to the entirety of 225 CMR 22 and 23 including Appendices RC and CC, including future editions, amendments or modifications thereto, with an effective date of January 1, 2025, as printed under Article 30 on pages 91-92 of the Warrant for the 2024 Annual Town Meeting.

Majority vote required.

MOVER: Dave Bernstein

MOTION – 2024 ATM

**ARTICLE 31: ESTABLISH ATHLETIC FIELDS PLANNING
COMMITTEE**

I MOVE YOU MADAM:

MOVED: that the Town vote to establish a new seven-member public body to be known as the Athletic Field Planning Committee as printed under Article 31 on page 94 of the Warrant for the 2024 Annual Town Meeting.

Majority vote required.

MOVER: Carol Martin

MOTION – 2024 ATM

ARTICLE 32: SELL OR TRADE VEHICLES AND EQUIPMENT

I MOVE YOU MADAM:

MOVED: that Article 32 be adopted under the Abbreviated Presentation Procedure.

OR MOVED: that the Town vote to authorize the Select Board to sell or otherwise dispose of the following surplus vehicles, equipment, or other personal property in connection with the purchase of new vehicles, equipment, or other personal property.

<u>Department</u>	<u>Vehicle/Equipment</u>	<u>Year</u>
DPW	Trackless Sidewalk/Roadside Machine	2005
DPW	Ford F350 Utility Body Vehicle	2015
Police	Ford Explorer	2022
Police	Ford Taurus	2016

Majority vote required.

MOVER: Anne Brensley

MOTION – 2024 ATM

ARTICLE 33: CHOOSE TOWN OFFICERS

I MOVE YOU MADAM:

MOVED: that Article 33 be adopted under the Abbreviated
Presentation Procedure

OR MOVED: that the following persons be nominated for the following
offices in accordance with Article 33 on page 97 of the Warrant for the 2024
Annual Town Meeting Warrant:

Trustees of the Allen Fund	The Select Board
Fence Viewers	The Select Board
Field Drivers	The Constables
Measurers of Wood and Bark	Paul Doerr
	Gary Slep
	John R. Sullivan
Surveyors of Lumber	Judy Currier
	Susan W. Pope

Majority vote required.

MOVER: Susan Weinstein

MOTION – 2024 ATM

ARTICLE 34: COMMUNITY PRESERVATION ACT – HISTORIC PRESERVATION PROJECT: RESTORATION OF STONE’S BRIDGE

I MOVE YOU MADAM:

MOVED: that the Town vote to appropriate the sum of \$100,000 from the Community Preservation Fund Historic Preservation Fund and the sum of \$300,000 from the Community Preservation Fund Uncommitted Fund for the purpose of preserving and restoring the entirety of Stone’s Bridge, said funds to be expended under the direction of the Town Manager, with the advance approval of the Historical Commission.

Majority vote required.

MOVER: Susan Weinstein

MOTION – 2024 ATM

ARTICLE 35: COMMUNITY PRESERVATION ACT – COMMUNITY HOUSING CONSULTANT SERVICES

I MOVE YOU MADAM:

MOVED: that Article 35 be adopted under the Abbreviated Presentation Procedure.

MOVED: that the Town vote to appropriate the sum of \$28,000 from the Community Preservation Fund Uncommitted Fund for community housing purposes to engage one or more housing consultants during Fiscal Years 2025 and 2026 to support, coordinate, and advance the Town’s community housing efforts, said funds to be expended under the direction of the Town Manager.

Majority vote required.

MOVER: Anne Brensley

MOTION – 2024 ATM

ARTICLE 36: HEAR REPORTS

I MOVE YOU MADAM:

MOVED: that Article 36 be adopted under the Abbreviated
Presentation Procedure

OR MOVED: that the Town vote to receive and act upon the reports of the
following Town officers, agents, trustees, commissioners, boards and committees:

Board of Assessors (Appendix D)

Community Preservation Committee (Appendix D)

Planning Board (Appendix D)

Majority vote required.

Article 26. Amend Zoning Bylaws and Town Zoning Map – MBTA Communities Multi-Family Housing.

Financial Implications for non-compliance of Massachusetts G.L. c. 40A, 3A will include the loss of funding from many commonwealth grant programs.

The Healey-Driscoll Administration has made it clear that failure to adopt the proposed bylaw and map will result in lost funding from many state grant programs such as those listed below. Last FY'23 Wayland received grant funding of \$4,182,200 (\$3.03M Schools and \$1.15M Town) for various programs across multi departments. Some of those grants were used to fund fire and police training and equipment, library technology updates, street repairs and many green initiatives as a few examples.

The Administration has also stated that towns will also be subject to lawsuits initiated by the Massachusetts Attorney General's office emphasizing the seriousness of their view own compliance.

- MassWorks
 - Municipal Vulnerability Preparedness Planning Grants
 - Community Planning Grants, EOHLIC
 - Land Use Planning Grants, EOEEA
 - Housing Choice Initiative
 - Local Capital Projects Fund
 - Massachusetts Downtown Initiative
 - Rural and Small-Town Development Fund,
 - Brownfields Redevelopment Fund, MassDevelopment
 - Site Readiness Program, MassDevelopment,
 - Underutilized Properties Program, MassDevelopment
 - Collaborative Workspace Program, MassDevelopment
 - Local Acquisitions for Natural Diversity (LAND) Grants
-
- Real Estate Services Technical Assistance
 - Commonwealth Places Programs, MassDevelopment
 - Local Acquisitions for Natural Diversity grants
 - Massachusetts Downtown Initiative, EOED
 - Urban Agenda, EOED
 - Municipal Vulnerability Preparedness (MVP) Planning and Project Grants, EOEEA

WAYLAND POLICY REGARDING DISPLAY OF SIGNS ON PUBLIC LAND

Town Signboards

The Town of Wayland (“Town”) has made available four frames to display 4 feet by 8 feet signs to publicize events benefiting or open to Wayland residents. The frames are located on Route 20 at the Weston town line, Route 20 at the intersection of Routes 27 and 126, the intersection of Old Connecticut Path and Routes 126 and 27, and the Cochituate Fire Station at the corner of East Plain Street. The following procedures govern the use of these signboards.

1. Signboards may be reserved by contacting the Town Administrator’s office using the attached form. The Department of Public Works will be responsible for sign mounting. All requests for use of the signboard must be pre-approved by the Board of Selectmen.
2. Due to the demand for these signboards, priority is given as follows:
 - All elections and Town Meetings (note: per Town Code, signs are posted at least two weeks prior to elections and Town Meeting, and will remain posted until they are concluded; further, these uses preempt other reservations.)
 - Requests from Town departments
 - Wayland civic, nonprofit, and town-wide organizations
3. The usual display will be one week, from Monday to Monday. If there are no other requests, the display period may be extended, upon approval by the Town Administrator, for no longer than one additional week.
4. The Town is not responsible for loss or damage to the signs.
5. The Town shall fill the signboards with the Wayland Wayfinding representation, when that representation is chosen, when no signboards are reserved for use for the demands listed within paragraph two.
6. Signs intended for use on these signboards must fit to size (noted above), with sufficient mounting grommets (eyelets), when plywood signs are not used.

Sandwich Board Signs

When the Town's four signboards have already been reserved, town-wide civic and nonprofit organizations may request, in writing, permission from the Board of Selectmen to display sandwich/A-frame signs adjacent to the Town signboards. To be clear, any organization seeking to place a sandwich board must first confirm that all of the four town signboards are not available. The sandwich board signs must be placed so as not to obscure the Town signboards and secured in such a way that they are not displaced by wind. (Note: at the intersection of Old Connecticut Path and Routes 126 and 27 the signs may be placed on the land between Routes 126 and 27 heading south.)

Signs for events held outside of Wayland will only be considered for posting on Wayland Town property if requested by a Wayland resident. The same procedure for sandwich/A-frames described above must be followed.

A maximum of four sandwich board signs will be permitted on Town property for period of two weeks before the event (no more than one sign near each of the four town frames described above), and must be removed within 48 hours after the event. (If signs are not removed in a timely manner, permission may be denied in the future.)

Electronic Signboards

Through the Town Administrator, both the Department of Public Works and the Public Safety Departments display movable electronic signboards. These signboards are to be used only to notify the public for the purpose of effective Town operations, including emergency or public safety situations, or water conservation restrictions, and must be removed when the situation has been resolved, ideally no longer than seven (7) days.

H-Frame/Lawn Signs

Small, temporary, stick-in-the-ground signs, serve a variety of purposes. Such signs are often referred to as H-frame signs, and are typically, but not always, 24" x 18", and secured with 30" x 10" bases.

In accordance with MGL c. 266, sec. 126, H-frame/Lawn, or any signs, are not permitted on public property, including on road rights of way, without prior consent of the Board of Selectmen.

Regarding removal of such signs, that state statute reads: “Any word, device, trade mark, advertisement or notice which has been painted, put up or affixed within the limits of a highway in violation of this section shall be considered a public nuisance, and may be forthwith removed or obliterated and abated by any person.”

Under MGL c. 48, sec. 16, “highway” is defined as “any state road or land maintained by the department of highways of the commonwealth or any municipal or county maintained road, or private road other than a forest or woods road, of sufficient width to permit the simultaneous passage of two or more vehicles.”

Approved October 13, 2010; revised and restated on January 18, 2022



DEPARTMENT OF PUBLIC WORKS
TOWN OF WAYLAND

*Entrusted To
Manage The
Public
Infrastructure*

Thomas Holder Anita Martin Joseph Doucette Don Millette Paul Piccioli Abigail Charest
Director Business Manager Superintendent Superintendent Project Manager Town Engineer

To: Michael McCall, Wayland Town Manager

From: Abigail Charest, Town Engineer

cc: Tom Holder, DPW Director
 Mike Gitten, WWMDC Chair

Date: 4/22/2024

Re: Wastewater Treatment Facility Proposed Project

The following documents the recent site visit (4/10 - 4/16) to the Wayland Town Center Wastewater Treatment Facility (treatment facility) by Kubota (manufacturer) to assess the membrane unit treatment process. The proposed recommendations, include priority projects and would require new project funding of \$526,000 for the wastewater treatment facility in the Town Center.

The treatment facility is a 65,000 gpd membrane bioreactor treatment plant with primary treatment, and UV disinfection. The treatment facility was upgraded in 2010, and the treatment membrane plates were replaced in January 2023.

Starting in July 2023, the treatment facility operator, Jared Cotton, noted inconsistencies with the permeability data associated with the membranes. He contacted the manufacturer, Kubota, and over the next several months completed a series of recommended washing cycles. Unfortunately, the membrane treatment continued to indicate an increase in gauge pressure and transmembrane pressure with a decrease in permeability.

The recommended membrane cleaning and maintenance showed minimal recovery, and a drawdown of the tank was completed. This decrease in wastewater volume in the tank revealed the tops of the membrane plates and showed a buildup of solids and impaction between the membrane plates. This observation was followed by Kubota site visits and ex situ membrane tank cleanings. Kubota sent a representative out in December to supervise the cleaning of membrane tank #1 and again sent a representative in January to supervise the cleaning of tank #2.

HIGHWAY - WATER - PARKS - CEMETERIES - TRANSFER STATION - WASTEWATER - ENGINEERING

DPW FACILITY | 66 RIVER ROAD | WAYLAND, MASSACHUSETTS 01778 | TEL 508-358-3672

In January, the assumption was that the maintenance cleanings would resolve any issues that may have occurred after the start up and provide more consistent treatment. Unfortunately, after the cleaning in January and through February/March, there were some instances of observed cloudy effluent from membrane basin. The issues were isolated to membrane tank #2, and another drawdown of this tank was completed. Unfortunately, significant solids build up was again observed after the December/January cleanings (in situ and ex situ).

We met online with Kubota in March and they sent a representative to the treatment facility for a site visit April 10-16, 2024. During this visit, the Town worked with the manufacturer, manufacturer’s sale representative, and engineering consultants to assess possible treatment detriments. The assessment included a review of all treatment processes including the pretreatment, and the membrane casing unit.

The treatment prior to the membrane basins is referred to as pretreatment and includes a fine screen, grit chamber and equalization tank. There were observations of hair, and trash flowing through the fine screens. The treatment facility flow with the errant solids impacted the unit processes further in the treatment train and large masses were found in the membrane basins. Additionally, the field inspection included a full inspection of the membrane units. While the membrane plates were replaced in January 2023, the membrane units which hold the plates were not upgraded. The unit includes the diffuser casing, diffuser header, and branch piping. The air diffusing unit scour cleans the membrane plates and prevents the buildup of solids. The diffuser header was observed to be clogged, and pieces of some of the branch pipes were broken. Insufficient air diffuser cleanings would lead to the solids impaction observed between the plates.

The conclusion is that the fine screens should be replaced and the diffuser header beneath the membranes should be replaced. The current fine screen was installed in the 2010 treatment facility upgrade includes plastic parallel bars. More recently, fine screens are more efficiently designed and include a drum screens which changes the flow pattern of the influent and is able to screen out more material. The insufficient fine screens led to a buildup of solids which compromise the existing membrane plates and are most likely the factor for the diffuser clogging and diffuser head breakage.

The construction cost estimate for the screen and diffuser replacement is expected to be approximately \$526,000, see Table. If these processes are not enhanced, then further solids build up will occur and regular ex situ cleanings will need to take place. This would jeopardize the recent investment of \$300,000 in the new membrane plates, and increase the treatment facility maintenance budget by an additional \$100,000 in operations costs every 6-12 months.

Cost Estimates for Wastewater Treatment Facility Projects

Project	Material Cost	Construction/Installation, Engineering, and Contingency	Project Estimate
Fine Screen	\$180,000	\$330,000	\$510,000
Diffuser	\$5,000	\$11,000	\$16,000
		Total Estimate	\$526,000

HIGHWAY - WATER - PARKS - CEMETERIES - TRANSFER STATION - WASTEWATER - ENGINEERING

DPW FACILITY | 66 RIVER ROAD | WAYLAND, MASSACHUSETTS 01778 | TEL 508-358-3672


From: David Fleishman <david_fleishman@waylandps.org>
Sent: Wednesday, May 1, 2024 1:56 PM
To: McCall, Michael <mmccall@wayland.ma.us>
Subject: Fwd: Non-Friable Asbestos Containing Material in WMS

[**NOTICE:** This message originated outside of the **Town of Wayland Email System -- DO NOT CLICK** on **links** or open **attachments** unless you are sure the content is safe.]

Hi Michael,

This message will go out at 3:00 today. Susan is meeting with the WMS staff at 2:40. We will also offer a meeting with the consultant. Thanks.

David



WPS

Wayland * Public * Schools

Non-Friable Asbestos Containing Material (ACM) Found in Wayland Middle School

Dear Wayland Middle School Community,

We are writing to share the discovery of non-friable ACM above the ceiling tiles in the Wayland Middle School building while repairing a light. Non-friable materials are those that cannot easily be crumbled, pulverized, or reduced to powder by hand pressure. These materials are commonly found in older school buildings and do not pose an immediate threat to our health and safety when undisturbed.

Ammar Dieb, President of Universal Environmental Consultants, and his team conducted the most recent air sample tests and visual inspections of the Wayland Middle School on April 29, 2024.

Based on the background air sample results, he stated there should be no health hazard to building occupants related to the presence of ACM on top of the ceiling tiles. The April 29, 2024 air sample and visual inspection results are summarized below and further detailed in [this report](#) submitted by Ammar Dieb:

- Background air sample results performed at various locations within the Middle School indicated airborne fiber concentrations of .001 f/cc and .002 f/cc, much lower than 0.010 f/cc (Asbestos Clearance Limit) as required by EPA and by the Commonwealth of Massachusetts in 454 CMR 28.
- Visual inspection of the ceiling system was also performed at various locations to assess the condition of the ceiling tiles. Minor ceiling tile damage was observed. The damaged tiles will be replaced after school hours following established protocols for proper containment per EPA AHERA guidelines by a licensed asbestos abatement contractor.

Here's why non-friable materials do not pose an immediate concern:

1. Low Risk of Exposure: Unlike friable materials (easily crumbled or pulverized), non-friable materials do not release fibers into the air under normal conditions.
2. Encapsulation: Non-friable materials are often encapsulated within other materials, such as cement or resin, which effectively contain any potentially hazardous fibers, which prevents the fibers from becoming airborne and reduces the risk of exposure.

Results from all inspections and tests conducted at the Wayland Middle School are maintained in the AHERA Management Plan, 2023-2026, in the WMS administrative offices.

We want to emphasize that we are committed to maintaining a safe and healthy environment for everyone in our school community. If you have any further questions or require additional information, please do not hesitate to contact us.

Sincerely,

Susan Bottan, Director of Finance and Operations, Wayland Public Schools,

susan_bottan@waylandps.org

Ben Keefe, Director of Public Buildings, Town of Wayland, bkeefe@wayland.ma.us

41 Cochituate Road, Wayland, MA 01778

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TOWN OF WAYLAND

Massachusetts

TOWN MANAGER

Michael McCall
Town Building
41 Cochituate Road
Wayland, Massachusetts 01778
www.wayland.ma.us



SELECT BOARD

Anne Brensley
Thomas J. Fay
Adam G. Gutbezah
Carol B. Martin
William D. Whitney

DRAFT Meeting Minutes

Select Board Meeting

Monday, April 29, 2024 at 7:00 p.m.

Wayland Town Building, Council on Aging Room / Hybrid
41 Cochituate Road, Wayland, MA 01778

Present: Adam G. Gutbezah, Carol B. Martin and William D. Whitney.

Present, participated remotely: Anne Brensley.

Absent: Thomas J. Fay.

Personnel present: Town Manager Michael McCall, Assistant Town Manager John Bugbee

A1. Call to Order, Review Agenda for Public: At 7:03 p.m. Chair W. Whitney called the meeting of the Select Board to order when a quorum was present. He announced each member by full name and that A. Brensley would participate remotely. He announced that pursuant to Chapter 2 of the Public Acts of 2023 the meeting would be conducted in-person and via remote means and that the public could also participate remotely via teleconference. W. Whitney announced that the meeting may be live-broadcast and/or recorded for re-broadcast. W. Whitney reviewed the agenda.

A2. Announcements and Public Comment: C. Martin announced that the League of Women's Voters would hold a forum on May 2, the Town Meeting Warrant Hearing would be held on May 6, the Annual Town Election on May 7 and Annual Town Meeting on May 13 and May 14. W. Whitney added that there would be a public hearing on May 1 before the Planning Board related to two zoning articles being proposed at Annual Town Meeting (ATM). A. Brensley reported that many people attended the Town-SPIRIT program (Site Problem Identification and Resolution of Issues Together) workshop) held on Sunday, April 28, 2024 from 1:00 p.m. to 7:00 p.m. at WHS and it was a success.

There was no public comment.

A9. Consent Calendar: a) Review and vote to approve listed items b) Discuss, consider, and potentially act on items removed from Consent, if any:

1. Vote the question of approving Town Manager, Michael McCall, as signatory for approving the contract for Solid Waste & Recycling Collection Services, from BP Trucking Inc. (of Ashland, MA), for a term of three years in the amount of \$946,422.
2. Vote the question of approving Town Manager, Michael McCall, as signatory for approving the contract for Wayland Council on Aging and Community Center (COACC) Contract Amendment, from Hill-Liro Corporation., DiGiorgio Associates Inc., (of Boston, MA) in the amount of \$210,000.
3. Vote the question of approving One Day Liquor License to Christopher Reynolds for an event (Arts Wayland Expo 2024) at Town Green, on Saturday, May 18th or Sunday, May 19th (Rain Date) from 1:00 p.m. to 7:15 p.m.
4. Vote the question of approving Town Manager, Michael McCall as signatory for approving contract for Well Cleaning and Redevelopment, from Maher Services, Inc., (of North Reading, MA) for a contract term of 180 days in the amount of \$150,076.

A. Gutbezah moved, seconded by C. Martin, to adopt the Consent Calendar. Roll Call Vote: YEA: A. Brensley, A. Gutbezah, C. Martin and W. Whitney. NAY: None. ABSENT: T. Fay. ABSTAIN: None. Approved. 4-0-0.

A3. Fiscal Year 2025 Proposed Omnibus Budget and 5-Year Capital Plan Presentation – invite

attendance by Finance Committee: The Board was joined by members of the Finance Committee to hear its FY 2025 Budget Presentation. Finance Committee members present included Co-Chairs Pam Roman and Kelly Lappin, Brian O Herlihy, Steve Correia as well as Jonathan Barnett via teleconference.

P. Roman and K. Lappin presented a slide deck reviewing the proposed FY2025 omnibus operating and capital budgets. P. Roman described the Finance Committee’s mission and strategy to maintain a level-service budget, the current budget environment as well as challenges. P. Roman noted that the Town was approaching a proposition 2 ½ override in FY2026 and/or FY2027 as levy cushion depletes.

P. Roman indicated that some of the budget drivers were inflation, the settlement of eight collective bargaining agreements, new school transportation contracts, the addition of staff and rising cost of benefits. P. Roman noted that FY2026 would be the first year full-day kindergarten would be funded through the Operating Budget, which was funded by American Rescue Plan Act (ARPA) funds in FY2025. P. Roman also noted that State Aid was expected to be flat and there was a need for significant capital investments to water infrastructure. Overall that the FY2025 Operating Budget represented a 4.61% increase over the prior year and the budget represented about 68% for the school department and 32% for Town municipal services. P. Roman summarized the total FY2025 budget totaled \$105.2 million with \$89.78 million in taxation, a 5.7% increase over FY2024 and as such the tax rate would increase from \$15.52 the previous year to \$16.40.

K. Lappin described the recommended FY2025 Capital Budget which would fund 27 capital projects totaling \$7.65 million and its impact on the tax levy. The FY2025 to FY2029 5-year Capital Plan includes \$40.4 million with an additional \$7 million for the Water Enterprise Fund. K. Lappin also noted that the Capital Plan, as submitted by the Finance Director and Town Manager did not include funds for water infrastructure, athletic fields or de-carbonization projects because the projects were not ready.

P. Roman reviewed the Finance Committee’s recommendations to prepare for FY2026 and/or FY2027 override, to engage in strategic, long-term capital planning, to better manage open capital projects to ensure timely completion, to consider Medicare buy-in for retirees, to evaluate hiring practices and to study the viability of the Transfer Station.

A. Gutbezahl emphasized the need to inform voters about an impending override. There was mention of the benefit of software to support budget projections. C. Martin recommended voters read the budget report printed in the front pages of the warrant. Town Manager Michael McCall emphasized the need for a Facilities Needs Assessment to appropriately address the Town’s failing infrastructure and also to establish a Long-Term Capital Planning Committee at the next Annual Town Meeting,

A5. Appointments to Committees: Interview, discuss and potential vote to appoint:

Committee	Appointee	Term End Date
Surface Water Quality Committee	Steve Garone	June 30, 2026
Zoning Board of Appeals	Justine Paul	June 30, 2024
Wayland Housing Authority	Kevin Goodwin	June 30, 2029
Wayland Housing Authority	Denise Fortin	June 30, 2029
Wayland Housing Authority	Marie Isenburg	June 30, 2029

S. Garone joined the meeting via teleconference to discuss his intent and qualifications to join the Surface Water Quality Committee.

C. Martin moved, seconded by A. Gutbezahl, to appoint S. Garone to the Surface Water Quality Committee for a term ending June 30, 2026. Roll Call Vote: YEA: A. Brensley, A. Gutbezahl, C. Martin and W. Whitney. NAY: None. ABSENT: T. Fay. ABSTAIN: None. Approved. 4-0-0.

J. Paul joined the meeting via teleconference to discuss her intent and qualifications to join the Zoning Board of Appeals.

C. Martin moved, seconded by A. Gutbezahl, to appoint Justine Paul to the Zoning Board of Appeals for a term ending June 30, 2024. Roll Call Vote: YEA: A. Brensley, A. Gutbezahl, C. Martin and W. Whitney. NAY: None. ABSENT: T. Fay. ABSTAIN: None. Approved. 4-0-0.

K. Goodwin, D. Fortin and M. Isenburg joined the meeting in person to discuss his/her/their intent and qualifications to join the Wayland Housing Authority.

A. Gutbezahl moved, seconded by C. Martin, to appoint Denise Fortin to the Wayland Housing Authority tenant position for a term ending June 30, 2029. Roll Call Vote: YEA: A. Brensley, A. Gutbezahl, C. Martin and W. Whitney. NAY: None. ABSENT: T. Fay. ABSTAIN: None. Approved. 4-0-0.

A6. Appointments to Committees: Vote to confirm appointment of the following:

Committee	Appointing Board	Appointee	Term End Date
Wayland Housing Partnership	Wayland Interfaith Leaders Association (WILA)	Janot Mendler de Suarez	June 30, 2027

C. Martin moved, seconded by A. Gutbezahl, to confirm the appointment of J. Mendler de Suarez to the Wayland Housing Partnership as appointed by the Wayland Interfaith Leaders Association (WILA) for a term ending June 30, 2027. Roll Call Vote: YEA: A. Brensley, A. Gutbezahl, C. Martin and W. Whitney. NAY: None. ABSENT: T. Fay. ABSTAIN: None. Approved. 4-0-0.

A4. 2024 Annual Town Meeting (ATM): discussion of ATM topics, including but not limited to: review, discuss and possible vote on Article 10 – Fiscal Year 2025 Omnibus Budget, motions and article presentation; address any items related to ATM; review handouts: The Board discussed the presentation of warrant articles at Annual Town Meeting. It was the sense of the Board not to take a position on Article 10: FY2025 Omnibus Budget.

A7. Discuss and review proposed May & June Select Board Meeting Schedule: The Board reviewed the proposed meeting schedule through June 2024.

A8. Town Manager’s Report:

a) **Equity Audit Update & Status:** J. Bugbee reported that the selection committee assessed the fourteen (14) proposals that the Town received in response to the RFP for an equity audit. He described the final selection process and noted that the contract was being finalized.

A. Brensley left the meeting at 9:12 p.m.

b) **Board of Public Works – Request to enforce Town Code Chapter 72-4 Update:** M. McCall reported that he sought an opinion from Town Counsel to determine the appropriateness of the request by Clifford Lewis, Chair of the Board of Public Works at the previous meeting. M. McCall reported that Town Counsel confirmed the authority to deny permits due to outstanding municipal charges.

c) **Water and Wastewater Treatment Facilities Update:** M. McCall reported that DPW Director, T. Holder was recommending emergency repairs to the wastewater treatment facility at Town Center and the Baldwin Pond facility estimated at \$500,000. M. McCall noted that the Finance Committee recommended an amendment to the capital budget for the 2024 Town Meeting Warrant to address the matter. M. McCall also noted an issue with the need to provide up to four transformers at the pump station for which Eversource could provide three from its emergency reserves. C. Martin confirmed this would be funded by Wastewater receipts.

d) **Council on Aging & Community Center Project Update:** M. McCall provided an update on the project at the Council on Aging/Community Center (COA/CC) where soil had tested for reportable amounts of Polycyclic Aromatic Hydrocarbons (PAHs), which are a class of chemicals found in asphalt. M. McCall reported that the matter has been referred to Weston & Sampson for further review. M. McCall reported that Ben Gould from CMG Environmental, the Licensed Site Professional (LSP) retained by the Town was also addressing the matter.

e) **Status of Tax Title & Equity:** M. McCall suggested Town Counsel discuss the matter with the Board, as the Town sought guidance for the extent of due diligence needed to ensure the Town conducted an exhaustive search of heirs before selling the property, as it had done for a property on Cochituate Road.

- f) **Staffing Update:** M. McCall reported that there would be some upcoming retirements and the Town was actively posting and interviewing for vacancies.
- g) **Town Clerk Update:** M. McCall reported that the Town Clerk announced the Vote-By-Mail deadline, applications must be received into the Town Clerk's Office no later than 5:00 p.m. on Tuesday, April 30, 2024. M. McCall also announced that ballots must be returned no later than 8:00 p.m. on the Election Day Tuesday, May 7, 2024 in order to be counted. Voters are welcome to call the Town Clerk's Office at (508) 358-3631.
- h) **Long-Term Capital Planning Group:** M. McCall announced that he established a Long-Term Capital Planning Group comprised of staff, members of boards and committees and community members to meet in the near future to have a round table discussion.
- i) **Recap since last meeting:** M. McCall reported that he attended the Town-SPIRIT program (Site Problem Identification and Resolution of Issues Together) workshop and it was well attended. M. McCall reported that he was in contact with state legislatures regarding the FY2025 state budget and its impacts in Wayland. M. McCall reported that an increase in state funding was expected.
M. McCall reported that there was an outstanding car dealership license for which the Town inspectors visited the site and interviewed neighbors who reported that the business had not been in operation.

A10. Minutes: a) Review and approve the minutes of April 1, 2024 and April 8, 2024 if available:

C. Martin moved, seconded by A. Gutbezahl, to approve the minutes of April 1, 2024 and April 8, 2024, as amended. Vote: YEA: A. Gutbezahl, C. Martin and W. Whitney. NAY: None. ABSENT: A. Brensley, T. Fay. ABSTAIN: None. Approved. 3-0-0.

A11. Review Correspondence: The Board reviewed the correspondence without comment.

A12. Select Board Members' reports and concerns: A. Gutbezahl reported that the Board had previously held two hearings related to a request from Verizon which the Board approved, a decision that was later appealed in Superior court. A. Gutbezahl reported the case has been disposed of. A. Gutbezahl suggested that the Board address the required Ethics Commissions' Conflict of Interest Law trainings with other boards and committees appointed by the Board, especially in cases where there is a known violation. C. Martin commended W. Whitney's contribution to the warrant. C. Martin noted that the Public Ceremonies Committee requested a Board member speak at the Memorial Day ceremony. C. Martin noted she received mail at her residence with a Town Seal on it, which she did not come from the Town. A. Gutbezahl confirmed that it came from the Water Department.

A13. Topics not reasonably anticipated by the Chair 48 hours in advance, if any: There were none.

A14. Executive Session a) Pursuant to Massachusetts General Laws, Chapter 30A, Section 21 (a) (7) to review and approve the executive session minutes of March 4, March 18 and March 22, 2024 with the intent to hold said minutes: At 9:34 p.m., W. Whitney moved, seconded by A. Gutbezahl, that the Select Board enter into Executive Session pursuant to Massachusetts General Laws, Chapter 30A, Section 21 (a) (7) to review and approve the executive session minutes of March 4, March 18 and March 22, 2024 with the intent to hold said minutes.

W. Whitney declared that a public discussion of this matter may have a detrimental effect on the litigating, negotiating and/or bargaining position of the Town. Roll Call Vote: YEA: A. Gutbezahl, C. Martin and W. Whitney. NAY: None. ABSENT: A. Brensley, T. Fay. ABSTAIN: None. Approved. 3-0-0.

A15. Adjourn: W. Whitney announced that the Board would not reconvene in open session and no other public business would be conducted at the meeting. At 9:36 p.m., Board entered into Executive Session and would adjourn from executive session.

Items included in the packet for the Select Board Meeting of April 8, 2024:

1. Revised Agenda posted on 04/26/2024 at 12:46 p.m. revised previous agenda posted on 04/25/2024 at 2:13 p.m.
2. Revised Agenda II posted on 04/29/2024 at 12:21 p.m. revised previous agenda posted on 04/25/2024 at 2:13 p.m. and revised on 04/26/2024 at 12:46 p.m.

3. Slide Deck: Fiscal Year 2025 Omnibus Budget Proposed Operating and Capital Budgets and 5-Year Capital Plan Finance Committee Presentation to Select Board April 29, 2024
4. 2024 Annual Town Meeting Warrant Article 10. Fiscal Year 2025 Omnibus Budget with attached operating and capital budget tables
5. Application: Surface Water Quality Committee: Steve Garone
6. Application: Zoning Board of Appeals: Justin Paul
7. Application: Housing Authority To Town Clerk Notice of Intent to be considered for Town Appointed Tenant Board Member Seat, dated 02/09/2024: Kevin Godwin
8. Application: Housing Authority To Town Clerk Notice of Intent to be considered for Town Appointed Tenant Board Member Seat, dated 02/06/2024: Denise Fortin
9. Application: Housing Authority To Town Clerk Notice of Intent to be considered for Town Appointed Tenant Board Member Seat, dated 02/15/2024: Marie Jacques Isenburg
10. Application: Wayland Interfaith Leaders Association (WILA), representative on the Wayland Housing Partnership committee: Janot Reine Mendler de Suarez
11. Draft Minutes: April 1, 2024
12. Draft Minutes: April 8, 2024

Items distributed for information and use by the Board during the meeting of April 8, 2024 otherwise not included in the packet (Handouts):

1. None

Correspondence from:

1. Rebecca Stanizzi, to Select Board dated April 8, 2024 re: Article KK Petition
2. Rebecca Stanizzi, to Select Board dated April 8, 2024 re: For the Record EDC and Article KK.
3. Carolyn Michaeli, to Select Board dated April 8, 2024 re: Reaffirm your commitment.
4. Karen Blumenfeld, to Select Board dated April 9, 2024 re: Spirit of Community Workshop.
5. Office of Municipal and School Technology, to Select Board dated April 10, 2024 re: New Cybersecurity Health Check Program.
6. Gretchen Dresens, to Select Board dated April 10, 2024 re: Warrant.
7. Gretchen Dresens, to Select Board dated April 11, 2024 re: Warrant– Possible Error.
8. Anne Harris, Co-Chair Energy and Climate Committee, to Select Board dated April 12, 2024 re: Anti-idling signs – more action needed.
9. Anette Lewis, to Select Board dated April 12, 2024 re: MBTA Communities.
10. Ben Smith, to Select Board dated April 12, 2024 re: MBTA Communities Act.
11. Henry Stimpson, to Select Board dated April 14, 2024 re: Anti-Idling Signs.
12. Jim Mullane, to Select Board dated April 17, 2024 re: WayCAM Open House.
13. Shelia Carel, to Select Board dated April 19, 2024 re: Chair of the EDC abusing her office.
14. Rebecca Stanizzi, to Select Board dated April 19, 2024 re: Article 27– Community Forum Invite.
15. Elizabeth Skehan, to Select Board dated April 21, 2024 re: In Favor of Storage Facility and Arts Center.
16. James Grumbach, to Select Board dated April 21, 2024 re: In Favor of Storage Facility and Arts Center.
17. Gretchen Dresens, to Select Board dated April 22, 2024 re: Concern.
18. Hope Podell, to Select Board dated April 22, 2024 re: From Facebook Community Forum.
19. Saadia Husain Baloch, to Select Board dated April 24, 2024 re: Invitation to ICB Wayland Solar Power and Green Event.
20. David Shamoian, to Select Board dated April 25, 2024 re: Proposed Rezoning 193 Commonwealth Road.
21. Rebecca Stanizzi, to Select Board dated April 25, 2024 re: Article 27 Community Forum – Presentation PDF for review.