



TOWN OF WAYLAND Annual Reports



*Two Hundred and Thirty-Eighth Year
July 1, 2017 Through June 30, 2018*

COVER PHOTO

Sailing on Heard Pond

(Courtesy of the Surface Water Quality Committee)



**ANNUAL REPORTS FOR THE
TOWN OF WAYLAND
FOR ITS TWO HUNDRED AND
THIRTY-EIGHTH MUNICIPAL YEAR
JULY 1, 2017 TO JUNE 30, 2018**

TABLE OF CONTENTS

Board of Selectmen	1
General Information	4
Federal and State Officials Representing Wayland	5
Elected Town Officials	5
Appointed Town Officials	6
GENERAL GOVERNMENT	
Town Clerk	13
Information Technology.....	14
Town Meeting Electronic Voting Implementation Subcommittee.....	14
Personnel Board	15
Historical Commission	16
Historic District Commission	17
Public Ceremonies Committee	17
FINANCE	
Board of Assessors	19
Treasurer/Collector	21
Audit Committee.....	21
Commissioners of Trust Funds	22
Finance Committee	28
Finance Director/Town Accountant	30
EDUCATION AND LIBRARY	
School Committee	42
Board of Library Trustees	44

PLANNING AND NATURAL RESOURCES	
Conservation Commission	48
Community Preservation Committee	49
Sudbury, Assabet and Concord River Stewardship Council	50
Planning Board	52
Economic Development Committee	56
Zoning Board of Appeals	57
Permanent Municipal Buildings Committee	58
Energy and Climate Committee	59
Wayland Real Assets Planning Committee	59
River's Edge Advisory Committee	60
Council on Aging/Community Center Advisory Committee	61
Library Planning Committee.....	62
PUBLIC SERVICES	
Board of Health	63
Inspection/Building Department	73
Board of Public Works	74
Department of Public Works	75
Surface Water Quality Committee	78
Recreation Commission	80
Wastewater Management District Commission	84
PUBLIC SAFETY	
Fire Department	86
Police Department	91
Auxiliary Police	92
Dog Control Officer	93
COMMUNITY SERVICES	
Council on Aging	94
Council on Aging / Community Center Advisory Committee.....	94
Senior Tax Relief Committee	96
Wayland Community Fund	97
Housing Authority	97
Housing Partnership	98
Municipal Affordable Housing Trust Fund Board	100
Veterans' Agent	101
Veterans' Graves Officer.....	102
Youth Advisory Committee	102
Cultural Council	104
WayCAM (Wayland Community Access and Media Inc.)	105
Town Meeting Minutes, Special Town Meeting, November 14, 2017	107
Election Results – Annual Town Election, March 27, 2018.....	118
Town Meeting Minutes, Annual Town Meeting, April 2, 2018	120
Index to Reports	161

BOARD OF SELECTMEN

The Board would like to express its appreciation and thanks to the many Wayland citizens who have donated their time and expertise as volunteer members of Town boards and commissions, and who play a crucial role in the operations of our Town. Similarly, we appreciate and acknowledge the dedicated Town employees who routinely go above and beyond expectations in their efforts to make Wayland operate smoothly.

This was a year of many department head retirements and changes. In February, John Senchyshyn retired after 15 years of service as Human Resource Director/Assistant Town Administrator. We are grateful that over the course of his career in Wayland, John lent his strong expertise and experience, including advocating on behalf of the Town through countless contract negotiations, and overseeing human resource tasks and responsibilities. His skills, wit, and tireless energy will be missed.

The Town welcomed new School Superintendent, Arthur Unobsky and new Library Director, Sandra Raymond. Fire Chief Robert Irving retired after 16 years and in September was replaced by Lieutenant Patrick Swanick. Director of Assessing, Ellen Brideau, resigned and was replaced by Bruce Morgan.

In March, Nan Balmer, Town Administrator, announced her plans to retire in September. Nan has served as Wayland's Town Administrator over the course of the last four years, guiding our staff and volunteers through a number of changes that have enhanced operations. She provided the Board with six months' notice as required in her contract providing time for the Board to conduct a search for her replacement. Nan continued her efforts on behalf of Wayland to improve Town government, enhance communications between various departments, and strengthen financial management.

Consequently, Nan Balmer recommended to the Board and then implemented a reorganization in the Town Administrator's office. Roles and responsibilities were shifted to provide for a smooth transition period, improve efficiency and

to better utilize skills and talents of the staff: Nan assumed the responsibilities of Acting Human Resource director; Elizabeth Doucette was named Assistant Town Administrator, and David Porter stepped in as an assistant to the Town Administrator replacing long-serving MaryAnn DiNapoli, who retired in September. In June the Board welcomed Teri Hegarty as the permanent assistant to the Town Administrator.

The Board initiated a town administrator search process and in March selected Community Paradigm Associates to guide and assist with recruitment and selection. Community Paradigm solicited community and staff input and feedback regarding desired traits and management styles, and a Screening Committee of town officials and Wayland citizens was selected to review applications, interview candidates, and select a few finalists to be referred to the Board of Selectmen. This dedicated group was able to stick to a tight and ambitious schedule, and by the end of June were ready to recommend three talented and qualified Town Administrator candidates.

Throughout the 2018 fiscal year, the Board continued its efforts to improve the Town's governing structure and policies. The Town contracted with the Collins Center for Public Management at the University of Massachusetts Boston, and the work was funded by a State Community Compact Grant. The Collins Center conducted a comprehensive study and report including detailed recommendations of best practice budgetary and financial management and presented it to the public in October. The Board continues the major initiative to implement two primary areas of the report—financial policy recommendations and the creation of a Special Act defining the role and responsibilities of a Town Manager. Some of the financial policy recommendations are being incorporated into the fiscal year 2020 budget policy and process. The work on the Special Act to reorganize reporting structures and roles for efficiency, effectiveness, and transparency is ongoing and will continue through education and information-sharing over the coming months.

The Board continued its focus on the financial status of the Town as it worked with its financial advisor, Unibank, on a planning exercise in December and then in February hosted a discussion of the debt exclusion issue and funding options. In February, Moody's Financial Services confirmed the Town's Aaa bond rating while maintaining the negative outlook. The Town's borrowing in February was well received with nine bidders and a financing rate below 2.5%.

The Board spent many hours on a variety of important topics this year:

Plowing private roads: In the fall of 2017, at the request and recommendation of the Board of Public Works, the Selectmen adopted a policy on plowing private roads, expanding an action taken in 2015 that discontinued plowing on selected private roads/driveways. After holding a hearing and receiving input from concerned residents, the Board established a policy and an appeals process identifying which private roads would continue to be plowed based, in part, on the number of houses a particular road serves and whether it could be considered a public way. The policy will be implemented with the upcoming 2018-2019 winter.

Special Town Meeting, November 2017: Residents passed articles giving the Library Trustees permission to file a grant application for a new library building and providing for design fees for renovation of the High School stadium complex, for reconstruction of the High School softball field and tennis courts, and construction of a new synthetic turf field at the Loker Recreation and Conservation Area. A six-month moratorium on non-medical/recreational marijuana establishments passed moving the deadline to December 2018.

Housing: The Board proactively supports the Town's goal to increase the overall percentage of affordable housing. In January the Board signed a contract with Regional Housing Services Office to provide additional support and information for our local affordable housing efforts.

River's Edge: The River's Edge project, previously approved at Town Meeting, is undergoing continued site development and evaluation with the developer, Wood Partners. Currently, the issue of asbestos abatement and mandated clean-up required by the Department of Environmental Protection is being evaluated and addressed. This has delayed the sale and transfer of the property to the developer and created the need for several extensions of the Land Development Agreement.

Town Center: The Board continues efforts to acquire parcels at Town Center, as directed by Town Meeting, for use as a senior and community center. A Settlement Agreement was signed in February; however, it expired this summer. Through the Economic Development Committee, the Board has developed a relationship with the new owner and leasing agent for the retail portion of Town Center.

Annual Town Meeting April 2018: Several articles drew large attendance at this town meeting. Thanks to Facilities, our Public Safety officials and custodial staff for planning for and handling the large attendance. In addition to passing the Town's Fiscal Year 2019 budget, residents approved articles funding several capital projects: design of a Community / Council on Aging Center at the Town Center, major renovations to Fire Station Two, and significant enhancements to Town Building. Articles for construction funding for three major projects – the High School athletic complex renovation, the High School softball field/tennis courts renovation, and the Loker Recreation and Conservation area turf field - were passed over as further information and study were needed before a vote. The Board of Library Trustees had done considerable work regarding the possible construction of a new library, including design as well as securing a \$10 million state grant. However, while the article received a majority vote, it did not receive the two-thirds vote necessary to pass.

Information Technology (IT): Under the direction of our first IT Director, there were significant upgrades made to the Town's IT capabilities. Perhaps the most visible change occurred in January with the rollout of a new Town website with considerable improvements

in ease of use, increased content and functionality, and enhanced capability as a communications platform. After serving for 20 months, IT Director Jorge Pazos stepped down in February. The Town contracted with Mike McCann of Advent Consulting, for the provision of IT Director Services, to ensure continuity and flexibility of service.

During 2018, membership on the Board was unchanged with the re-election of Lea Anderson

and Mary Antes. Lea Anderson continued as Chair and Cherry Karlson as Vice Chair. All five of us appreciate and thank the many residents who participate in the governance of Wayland – both those who donate their time serving in formal Town positions and those who participate in the meetings and offer advice and suggestions. This is your Town and we welcome your attendance, participation, and input.

General Information



Form of Government	Open Town Meeting		
Town Website	www.wayland.ma.us		
Population (January 2018)	14,367		
Number of Households (including vacant)	6,012		
Polling Hours	7:00 A.M. – 8:00 P.M.		
Polling Locations	Wayland Town Building (Precincts 1 and 4) Wayland Middle School (Precincts 2 and 3)		
Current Tax Rate	\$18.03		
School Enrollment	Claypit Hill Elementary		548
	Happy Hollow Elementary		391
	Loker Elementary		286
	Wayland Middle School		638
	Wayland High School		858
	TOTAL ENROLLMENT (Jan. 2017)		2,721
Land Area - Town of Wayland	15.28 Square Miles		
Transfer Station Hours: (Except Holidays)	Tuesday	8:00 am -	4:00 pm
	Thursday	7:00 am -	4:00 pm
	Saturday	7:00 am -	4:00 pm
Library Hours: (School Year)	Monday – Thursday	9:00 am -	9:00 pm
	Friday	9:00 am -	6:00 pm
	Saturday	10:00 am -	5:00 pm
	Sunday	2:00 pm -	5:00 pm
Town Building Office Hours:	Monday	8:00 am -	7:00 pm
	Tuesday – Thursday	8:00 am -	4:00 pm
	Friday	8:00 am -	12:30 pm

(Please check with individual departments as the hours may vary.)

FEDERAL AND STATE OFFICIALS REPRESENTING WAYLAND

United States Senators in Congress:	Elizabeth Warren - D 317 Hart Senate Office Building Washington DC 20510 (202) 224-4543	Edward J. Markey - D 255 Dirksen Senate Office Building Washington DC 20510 (202) 224-2742
Representative in Congress, Fifth Congressional District	Katherine Clark - D 116 Concord Street, Suite 1 Framingham, MA 01702 (508) 319-9757	
State Senator, Fifth Middlesex District	Richard J. Ross – R 24 Beacon Street, Room 419 Boston, MA 02133 (617) 722-1555	
Representative in General Court, Thirteenth Middlesex District	Carmine L. Gentile - D 24 Beacon Street, Room 39 Boston, MA 02133 (617) 722-2810	
Representative in General Court, Fourteenth Norfolk District	Alice Hanlon Peisch – D 24 Beacon Street, Room 473G Boston MA 02133 (617) 722-2070	

ELECTED TOWN OFFICIALS	NAME	TERM EXPIRES
MODERATOR	Dennis J. Berry	2020
TOWN CLERK	Beth R. Klein	2019
SELECTMEN	Lea T. Anderson	2021
	Mary M. Antes	2021
	Louis M. Jurist	2019
	Cherry C. Karlson	2020
	Douglas A. Levine	2020
SCHOOL COMMITTEE	Jeanne Downs	2020
	Nathaniel Buffum	2020
	Ellen M. Grieco	2021
	Kimberly Sklar Reichelt	2019
	Kathleen Steinberg	2021
ASSESSORS	Jayson S. Brodie	2020
	Steven M. Glovsky	2020
	Cheryl A. Kane	2018
	Susan M. Rufo	2019
	Zachariah L. Ventress	2021

PLANNING BOARD	Daniel C. Hill	2019
	Albert I. Montague, Jr.	2021
	Kevin Francis Murphy	2022
	Andrew J. Reck	2021
	Nicole W. Riley	2020
PLANNING BOARD Associate Member	Jennifer M. Steel	2019
BOARD OF HEALTH	Elisabeth N. Brewer	2018
	Susan Erica Green	2020
	Brian J. McNamara	2019
	Arnold R. Soslow	2020
	John G. Schuler	2021
TRUST FUND COMMISSIONERS	David D'Orlando	2021
	Russell T. Kopp	2020
	James C. Murphy	2019
LIBRARY TRUSTEES	Mark P. Hughes	2019
	Sally Cartwright	2019
	Suzanne C. Woodruff-	2018
	Aida A. Gennis	2020
	Leah B. Hart	2020
BOARD OF PUBLIC WORKS	Prescott W. Baston Jr.	2018
	Thomas J. Abdella	2020
	Michael Lowery	2019
	Jonathan I. Mishara	2021
	Michael B. Wegerbauer	2019
RECREATION COMMISSION	Asa B. Foster	2019
	Frank Krasin	2019
	Christopher Ryan Fay	2020
	Heidi S. Seaborg	2018
	Thruston Wright III	2018
HOUSING AUTHORITY	Mary M. Antes	2020
	Kevin S. Goodwin	2019
	Susan Weinstein	2021

APPOINTED TOWN OFFICIALS	NAME	TERM EXPIRES
Trustees of the Allen Fund	Michael B. Patterson	2018
	Benjamin W. Johnson III	2018
	Lynn Dowd	2018
Animal Inspector (Livestock)	Bruce S. Sweeney	2018
Animal Control Officer	David R. Poirier	2018
Assessing, Director of	Ellen Brideau	Permanent
Assessor, Assistant	Donald L. Clarke	Permanent
Assessor, Administrative	Jessica Marchant	Permanent
Assistant Town Administrator	John Senchyshyn	Permanent
Assistant Town Clerk	Diane Gorham	Permanent
Audit Committee	Chris Ryan	2019
	Christopher Cullen	2019
	Inna Kisseleva-Deeley	2017
	Randall C. Moore	2018
Building Commissioner	Geoffrey S. Larsen	Permanent
Local Inspector	Nate Maltinsky	Permanent
Gas Inspector	Allen Sherman	Permanent
Plumbing Inspector	Allen Sherman	Permanent
Plumbing/Gas Inspector, Deputy	Ernest Ferraro	Permanent
Wiring Inspector	Leo P. Landry	Permanent
Wiring Inspector, Deputy	Jack W. Alesse	Permanent
Central MA Advisory Rail Trail	Larry Kiernan	2018
Civil Defense Director	Patrick Swanick	Permanent
Community Preservation Committee	Prescott W. Baston Jr.	2018
	Michael Lowery	2019
	Susan Green	2019
	Anna Meliones	2018
	Albert I. Montague	2019
	Gretchen Schuler	2019
	Elisa J. Scola	2019
	John R. Sullivan	2020
	Susan Weinstein	2018
	Linda Hansen	Permanent
Conservation Administrator	Linda Hansen	Permanent
Conservation Commission	Thomas Klem	2020
	Joanne B. Barnett	2020
	Sean P. Fair	2021
	Sherre Greenbaum	2019
	Barbara Howell	2021
	Thomas A. Davidson	2019
	John R. Sullivan	2020
Constables	William E. Pickett	2019
	Louis Gaglini	2019
	Nelson Goldin	2020

Council on Aging	Mary M. Antes	2021
	Evelyn M. Ekmejian	2020
	Carol Glick	2020
	Nancy Leifer	2019
	Elizabeth A. Patterson	2018
	Ellen Scult	2020
	Betsy Soule (non-voting)	2021
	William Sterling	2019
	Denise N. Yurkofsky	2019
Council on Aging/Community Center Advisory Committee	Pamela Roman	2018
	Mark H. Foreman	2018
	Wendy Levine	2018
	Carol Glick	2018
	Frank Krasin	2018
	P. Jean Milburn	2018
	William Sterling	2018
Council on Aging-Director	Julie C. Secord	Permanent
Cultural Council	Kara Brewton	2019
	Kathryn Grey	2018
	Barbara Hoffman	2018
	Barbara Holtz	2019
	Kathryn Trogolo	2019
	Brenda Stevens Ross	2019
	Jonathan F. Saxton	2019
Design Review Advisory Committee	Marjorie Ford	2018
	Leisha Marcoccio	2018
	Andrew Reck	2018
	Katherine Schreiber	2018
	William Sterling	2018
Dog Control Appeals Board	Susan L. Wagner	2019
	Jeffrey S. Baron	2019
	Susan Koffman	2018
	Arthur Fine, Alternate Member	2019
Dog Control Officer /Animal Inspector (nominated by State)	Jennifer Condon	2019
Dog Control Officer /Animal Inspector (appointed by Selectmen)	Jennifer Condon	Permanent
(DPW) Director of Public Works	Tom Holder	Permanent
Economic Development Committee	James Grumbach	2019
	Ryan Scott	2018
	Kamal Namou	2020
	Frank A. Panaccio	2018
	Rebecca M. Stanizzi	2019
	John T. Pugh	2018
	Seth A. Roman	2020
Emergency Planning Committee	Lea Anderson	
	Mary Antes	
	David Houghton	

	Patrick Swanick Doug Leard	
Energy and Climate Committee	Anne Harris William Huss Harvey Michaels Tom Sciacca Ellen R. Tohn John Harper (non-voting) Michael Staiti (non-voting) Kaat vander Straeten (non-voting)	2019 2019 2021 2020 2020
Fence Viewers	Board of Selectmen	2019
Field Drivers	Constables	2019
Finance Committee	Steve Correia Jen Gorke Carol B. Martin Klaus Shigley George Uveges David Watkins William Steinberg	2020 2019 2021 2019 2020 2020 2018
Finance Director/Town Accountant	Brian Keveny	Permanent
Fire Chief	David G. Houghton	Permanent
GIS Analyst	Brendan Decker, GSP	Permanent
Health Director	Julia M. Junghanns	Permanent
Sanitarian, Health Agent	Darren MacCaughey	2018
Inspector of Milk	Julia Junghanns	2018
Food Inspector	Beth Grossman	2018
Burial Agent	Cynthia F. Bryant	2018
Historical Commission	Amanda Ciaccio R. Richard Conard John Dyer Elisa Scola Tonya Largy Ann Gordon Katherine Gardner-Westcott	2020 2018 2018 2018 2018 2019 2019
Historic District Commission	Margery F. Baston Alice Boelter Seema Mysore Marjorie Ford Desmond J. McAuley Gretchen G. Schuler Kathleen Steinberg Caitlin B. Ahern (Alternate) Kate M. Finlayson (Alternate)	2019 2020 2019 2018 2018 2020 2019 2019 2019
Housing Authority Director	Brian E. Boggia	Permanent
Housing Partnership	Mary M. Antes	2020

	Kathleen Boundy	2020
	Rachel G. Bratt	2020
	Christine DiBona	2020
	Patricia M. Harlan	2018
	The Reverend Dr. Stephanie May	2018
	Martin S. Nichols	2018
Human Resources Director	John Senchyshyn	Permanent
Information Technology Manager	Gwen Sams-Lynch	Permanent
Library Director	Sandra Raymond	Permanent
Metropolitan Area Planning Commission	Mary M. Antes	2018
MBTA Advisory Board	Joseph F. Nolan	2018
Measurers of Wood & Bark	Paul Doerr	2018
	Lewis S. Russell, Jr.	2018
	Harry F. Sweitzer	2018
Metrowest Regional Collaborative Comm	Mary M. Antes	2018
Metrowest Regional Transit Authority Advisory Board	Sarkis Sarkisian	2018
Municipal Affordable Housing	Mary M. Antes	2019
Trust Fund Board	Michael Staiti	2018
	Stephen A. Greenbaum	2018
	Bob Duffy	2019
	Brian O'Herlihy	2018
	Susan Weinstein	2019
Permanent Municipal Building Committee	Brian J. Chase	2018
	James E. Riley	2019
	Patrick Rowe	2018
	Eric Sheffels	2018
	Michael Gitten	2019
	Jeanne Downs	Completion of High School Fields
	Michael Hoyle	Completion of High School Fields
	Tonya Largy	Completion of Stone's Bridge
	Elisa Scola	Completion of Stone's Bridge
	Thomas White	Completion of Library Project
	Aida Gennis	Completion of Library Project

	William Sterling	Completion of Council on Aging/ Community Center
	Mark Heyward Foreman	Completion of Council on Aging/ Community Center
Personnel Board	Deborah Sue Cohen	2021
	Jessica W. Green	2021
	Miranda S. Jones	2019
	Maryanne Peabody	2022
	Philip C. Schneider	2020
Planner, Town	Sarkis Sarkisian	Permanent
Police Chief	Patrick Swanick	Permanent
Public Ceremonies Committee	George Bernard	2019
	Carl Bernardo	2019
	John C. Dyer	2018
	Stephen Streeter	2018
	Richard P. Turner	2020
Recreation Director	Katherine Brenna	Permanent
Regional Transportation Advisory Comm	Joseph F. Nolan	2018
Board of Registrars	Catherine A. Radmer	2018
	Judith H. Ide	2019
	Elizabeth A. Salerno	2020
	Beth R. Klein	2019
Assistant Registrar	Diane Gorham	2019
River Stewardship Council	Thomas Sciacca	2018
	Mary M. Antes (Alternate)	2018
School Superintendent	Arthur Unobskey	Permanent
Sealer of Weights & Measures	Timothy J. Walsh	2018
Senior Tax Relief Committee	Joan Bradford	2020
	Linwood Bradford	2018
	Stephen J. Colella	2019
	Pauline DiCesare	2018
	Anne Gilbert	2019
	Robert Weiland	2020
	Patricia Nelson	2019
Surface Water Quality Committee	Jack Carr	2018
	Thomas J. Largy	2018
	Michael P. Lowery	2020
	Charles W. Moores	2020
	Elizabeth Newton	2019
Surveyors of Lumber	Susan W. Pope	2018
	Jean B. Pratt	2018
	Harry F. Sweitzer	2018
Town Administrator	Nan Balmer	Permanent

Town Counsel	Carolyn M. Murray	Permanent
Town Surveyor	Tom Lashmit	Permanent
Treasurer/Collector	Zoe Pierce	Permanent
Deputy Tax Collector	Kelley & Ryan Associates, Inc.	2018
Trinity Mental Health Representative	Karen Braunwald	Permanent
Veterans' Agent	Sarada Kalpee, West Suburban Veterans Services	Permanent
Veterans' Grave Officer	Richard P. Turner	Permanent
Wastewater Management Commission	Rick Greene	2021
	Frederick K. Knight	2019
	Uday Virkud	2020
Youth and Family Services Director	Jason Verhoosky	Permanent
	Dossie Kahn	Permanent
Youth Advisory Committee	Malcolm Astley	2019
	Detective Tyler Castagno, Youth Officer	2018
	Reverend Theodore F. Crass	2018
	Corrie Dretler	2019
	Sarah Greenaway	2019
	Lisa Raftery	2018
	Brenda S. Ross	2018
	Corrie Dretler	2019
Zoning Board of Appeals	David Katz	2020
	Aida A. Gennis	2020
	Eric B. Goldberg	2018
	Jonathan M. Sachs	2018
	Thomas W. White	2019
ZBA Associate Members	Shaunt Sarian	2020
	Linda L. Segal	2018
	Jason Drori	2019

GENERAL GOVERNMENT

TOWN CLERK

Beth R. Klein, CMC, CMMC Town Clerk
 Diane M. Gorham Assistant Town Clerk

Finally, this past winter the Town Clerk has earned the title of Certified Massachusetts Municipal Clerk (CMMC). This will be her second professional certification since being elected in 2014.

Election News

Over the course of the twelve months of FY2018 this office has conducted one election and two town meetings. We were also busy certifying hundreds of signatures on nomination papers for state wide candidates and future ballot questions. As part of the new election laws which went into effect in 2016, this office has registered dozens of 16 and 17 year olds to vote. Upon turning 18 they will automatically be registered to vote without any further actions.

During FY 2018, the following elections and town meetings were held:

Special Town Meeting November 13, 2017
 Annual Town Election March 27, 2018
 Annual Town Meeting April 2, 2018

Please consult the Table of Contents for Election results and Town Meeting minutes

New Services

Many of Wayland’s historical records are now digitalized and during FY2018 became available to the public on-line through Digital Commonwealth. Examples of records which are now available on-line are Wayland Town Meeting Minutes from 1780-1919, Wayland Vital Records to 1850, and the Road Book from 1683-1909. A complete list is available at the Town Clerk’s Office. Kay Westcott, a former Librarian and now a Wayland retiree has volunteered numerous hours to develop indexes so that the historical records are now searchable. Thank you Kay!

Board of Registrars

Term

Judith H. Ide April 2019
 Elizabeth A. Salerno April 2020
 Catherine A. Radmer April 2021
 Beth R. Klein, Town Clerk April 2019

Registered Active Voters (As of January 2018)

Precinct 1 2,436
 Precinct 2 2,224
 Precinct 3 2,187
 Precinct 4 2,458
Total 9,305

The Town Clerk’s Office continues to provide on-line payment services for marriage, birth and death records. In addition, credit cards are now accepted as payment for most other services or purchases provided by this office.

Population (Census January, 2018)14,367
 Households (includes vacant) 6,208

FY2018 is the third year that pet owners are able to register their dogs on-line. It has proven to be very popular and we have seen an increase in residents using the on-line service. By creating an on-line account, dog owners will receive renewal notices by email. This is one small way to help save paper and be “green” in Wayland. Remember that license renewals must be paid by January 15th to avoid late fees.

Vital Records 2017

Births Recorded93
 Deaths Recorded 223
 Marriages Recorded 20
 Business Certificates124

Financial Report FY18 - Revenue

Dog Fees \$35,146
 Vital Records, licensing fees \$27,701

Dog Licenses Issued 2018

Dog Licenses 1,654
 Dog Kennels 2

INFORMATION TECHNOLOGY

The Information Technology Department (IT) provides centralized technology services to Town and School Department users and maintains all enterprise-wide municipal computer applications. IT also manages the fiber optic network that links all Town locations, hundreds of users and major services such as Fire, Police and Schools.

IT maintains and supports current software and hardware. It also procures and implements new software and hardware solutions. The IT's mission is to provide Town employees, board members and volunteers with the tools they need to increase their productivity as they serve the residents of the Town of Wayland.

During the year IT engaged in and completed a number of major projects. Among these were the replacement of the hardware and software that supports all of the Towns servers and virtual desktops; all computer workstations at the public safety building were replaced with an associated upgrade to Windows 10; EMV capable credit card processing was brought to both the Recreation Department and the Transfer Station and Recycling Center.

TOWN MEETING ELECTRONIC VOTING IMPLEMENTATION SUBCOMMITTEE

The mission of the Electronic Voting Implementation Subcommittee (ELVIS) is to facilitate the accurate and effective use of Electronic Voting at Wayland Town Meetings by:

- overseeing the implementation and deployment of electronic voting at Annual and Special Town Meetings
- supporting the selection of an electronic voting service provider (when appropriate)
- preparing electronic voting system requirements and specifications for inclusion in a Request for Proposal (RFP) to be issued by the Town Administrator or his/her designee

- identifying potential bidders and soliciting proposals
- analyzing the technical component of submitted proposals, and identify the best proposal.

Town Meetings

One Special Town Meeting and one Annual Town Meeting were held during FY2018. Prior to each meeting, an updated "How to Vote Electronically" article was included in each Warrant, posted on the Wayland web site, and published in the "Wayland Town Crier." An online survey was used to generate an attendance forecast provided to the Facilities Director for ordering handsets and "welcome stations." During the week before each meeting, WAYCAM broadcast the "Electronic Voting Public Service Announcement" video.

A Special Town Meeting session was held on November 14, 2017 in the High School Field House. The online attendance survey conducted beforehand predicted 591 attendees; 900 handsets and 5 "welcome stations" were ordered. Fifteen articles were disposed of in 2 hours and 40 minutes. There were 20 electronic votes; the largest vote total was 710. The vote on the main motion under Article 11 - Synthetic Turf Field at Loker Conservation and Recreation Area Design Fees, with a two-thirds quantum of vote, passed by 481-220, a margin of 4%; manually counting this vote would likely have taken 45 minutes, extending the meeting to a second session.

Annual Town Meeting sessions were held on April 2, April 3, and April 5, 2017 in the High School Field House and Auditorium. An online attendance survey conducted beforehand predicted 1714 attendees. 2000 handsets were ordered: 1800 for use in the Field House, and 200 for use in the Auditorium; 10 "welcome stations" were ordered: 8 for use in the Field House, and 2 in the Auditorium. Thirty-nine Articles were disposed of in 8 hours and 32 minutes. There were 57 electronic votes. The largest electronic vote total - for the Main Motion of Article 17 - Appropriate Funds to Construct a New Library Building - was 1239. During the first attempt to vote on the Main Motion of Article 17, approximately 35 Field House voters and 10 Auditorium voters reported handset failures.

Some of these handsets displayed the message “can’t vote yet,” meaning that these handsets had not been issued in time to participate in the vote; this was likely the result of large numbers of voters arriving just before the vote. Other handsets displayed the message “Received,” which--according to the state diagram that documents voting system behavior--means “the handset’s 1 or 2 button was not pressed while the voting window was open;” voters with these handsets were given paper ballots, but the Moderator correctly decided to discard the vote after Options Technology Interactive (OTI) personnel asserted that a handset displaying the message “Received” could have conveyed an electronic vote. A test vote was taken for the benefit of late-arriving voters and first-time voters, and then a second vote on Article 17’s Main Motion was successfully completed. Altogether, the vote on Article 17’s Main Motion required 29 minutes to complete.

No electronic voting handsets were lost during FY 18.

ELVIS Meetings

ELVIS held six public meetings during FY 2018. Two of these meetings were held just before the first session of each Town Meeting, and focused on reviewing ELVIS responsibilities during those meetings.

Because Wayland’s contract with OTI expired at the end of March 2018, the Facilities Director initiated a Request for Proposals (RFP) for the provision of Electronic Voting Services from April 1, 2018 through March 31, 2021. The review and finalization of technical requirements for this RFP was conducted during two ELVIS meetings; this included expanding the requirements to permit the direct uploading of Town Meeting attendance data to the State of Massachusetts (instead of scanning the sheets of bar codes currently generated by the voting system). A third ELVIS meeting included an Executive Session during which the technical components of RFP responses were evaluated, and the superior response identified.

Wayland residents have occasionally asked if electronic voting could enable “Town Meeting voting from home,” making it more convenient to participate in Town Meeting. There are three primary obstacles to “voting from home:”

1. Massachusetts State Law requires all Town Meeting voters to be on premises.
2. The necessary use of telephone networks, cellular networks and the internet to convey votes would significantly increase the risk of voting alterations and disruptions in the voting process.
3. A means of preventing proxy voting – one person voting on behalf of another – is required.

With the Moderator’s encouragement, ELVIS members have been monitoring and investigating the development of new technologies and techniques that might overcome the second and third impediments. During FY18, this monitoring identified the Boston-area company Voatz, resulting in discussions during several ELVIS meetings. These discussions produced the conclusion that Voatz had likely developed technically viable solutions to the second and third impediments, but currently lacks the organizational resources required to support the multi-step effort that will be required to successfully alter Massachusetts State Law.

The last ELVIS meeting of the year, held after the April Annual Town Meeting, focused on identifying and understanding the root causes that led to the poor electronic voting system performance on Article 17’s Main Motion, with the objective of preventing recurrence by developing new procedures and augmenting existing procedures. During this meeting, the Town Clerk reported that OTI’s implementation of direct attendance data uploading accomplished the task for the April Annual Town Meeting in a few seconds.

PERSONNEL BOARD

Chapter 43 of the Code of the Town of Wayland defines the role of the Personnel Board to be the development and administration of the Wage and Salary Classification Plan and personnel policies and procedures in cooperation with the affected town boards and departments. In addition, the Board is charged with approving all pay or

classification changes of town employees; negotiating collective bargaining agreements for the town; reviewing the operation of the Wage and Salary Classification Plan and recommending appropriate changes to town meeting.

Miranda Jones served as Chair of the Board. Also serving on the Board were Deborah Cohen, Jessica Green, Maryanne Peabody, and Philip Schneider.

This year, the Board continued working on a wide range of topics. Most Town of Wayland employees are members of collective bargaining units. Six different unions collectively bargain their members' wages and terms and conditions of employment. This year, the Board successfully concluded collective bargaining agreements with the AFSCME 1, AFSCME 2, Teamsters, Fire, and Library unions.

The Board also advised on the reorganization of the Department of Youth and Family Services. The Board also advised on the terms of the employment contracts for the Town Administrator, Police Chief, and Fire Chief. The Board continued to update Personnel Policies to maintain compliance with recent changes to state and federal law.

Throughout the year, a variety of employment issues affecting employees were addressed. Topics included but were not limited to collective bargaining grievances, the creation of new positions and accompanying job descriptions, reviews of current job descriptions, and reviews of job classifications and wage rates. The Board continues to maintain a posture of strict interpretation of the collective bargaining language.

The Town continued to support its Employee Assistance Program (EAP) for all employees who may be in need of assistance with personal problems, work-related issues, legal or financial matters.

The Massachusetts Interlocal Insurance Association (MIIA) provided a variety of training opportunities for various employees through its insurance Rewards Program. Participation in the MIIA programs continues to earn the Town credits towards its annual liability insurance premiums.

The Personnel Board would like to thank all boards, committees, officials and employees for their cooperation and input during the past year. The Board welcomes attendance at its meetings and would like to remind all employees and officials that the Personnel Board is available to assist on a wide variety of workplace matters.

HISTORICAL COMMISSION

Members: Elisa Scola, Chair; Rick Conard, Tonya Largy, John Dyer, Kay Westcott, Ann Gordon, Amanda Ciaccio, and Associate Member Mike Lowery

The seven-member Wayland Historical Commission (WHC), meets once a month, September through June, to plan the identification, evaluation, and protection of Wayland's historical, cultural, and archaeological resources.

During FY2018, its scope of work included the management of ongoing programs, as well as continuing involvement in several large projects. These included appropriations from the town's CPA funds to begin preservation efforts at a number of historic sites. The first is the Mellen Law Office built in 1829 and located at the intersection of Routes 20 and 27 and listed on the National Register of Historic Places. The second is restoration of the windows at Wayland's First High School built in 1855 and located at 55 Cochituate Road. The last is the restoration of the Castlegate Pillars located on Castle Gate Road near the intersection with West Plain Street. The WHC also continued the preservation efforts at the North Cemetery's Stoney Section and the South Cemetery and its efforts toward restoration of Stone's Bridge, a rare dry-laid stone bridge dating from the 1850's.

The WHC worked with the Historic District Commission, the Wayland Town Planner, DCR, and Friends of the Wayland Rail Trail to preserve a portion of railroad tracks and historic artifacts as part of Wayland's Historic Railroad site in Wayland Center. WHC also worked with Eversource, their engineering consultant VHB, the Weston Historical Commission and Weston Rail Trail Advisory Committee to preserve artifacts including cattlepasses on the Wayland to Weston

section of the rail trail. The WHC continued to develop the Historic Homes Registry and to encourage historic homeowners to identify their homes with plaques provided by the WHC. The WHC worked with Town Boards to ensure preservation of cultural resources in areas where Town projects are underway.



Restored Castlegate Pillar

HISTORIC DISTRICT COMMISSION

The Wayland Historic District Commission (WHDC) has seven-members with two alternate member positions, all appointed by the Board of Selectmen. There are two districts – Wayland



New driveway at Grout-Heard House & Museum

Center and Bow Road – that are under the jurisdiction of the WHDC for exterior alterations made to buildings and structures visible from a public way. During FY 18 the WHDC met six times to respond to applications for changes to properties in the districts. Applications were reviewed including change of paint color, roof replacements, preservation and restoration of two Town-owned properties, and an addition to a house. Applications for a new driveway and the Rail Trail also were reviewed by the Commission.



Rail Trail in the Historic District

Annually residents are referred to the HDC webpage on the town website. It can be found at: <https://www.wayland.ma.us/historic-district-commission>. The Design Review Guidelines, adopted last year, can be found on the webpage.

Committee Membership: Gretchen Schuler, Chairman; Margery Baston, Alice Boelter, Marji Ford, Desmond McAuley, Seema Mysore, Kathie Steinberg; Alternate Members: Caitlin Ahern and Kate Finlayson

PUBLIC CEREMONIES COMMITTEE

The Public Ceremonies Committee (PCC) coordinates Wayland’s observance of Memorial Day, and recognizes events, persons, and projects of importance to the town. Members of the 2018 committee were Carl Bernardo, George Bernard, Steven Streeter, John Dyer, Richard Turner, Sarada Kalpee, Veterans’ Agent, is an ex officio member.

Veterans Day November 11, 2017

There was a brief ceremony at the Veterans Memorial with opening remarks and the reading of the names of the Wayland veterans who died while serving in all the wars. Members of the American Legion were present. Veterans' Agent Sarada Kalpee and Paul Rufo, Commander of American Legion Post #133, placed a ceremonial wreath honoring all who served.

Lydia Maria Child Award

The committee received several nominations for this award. After reviewing each and deliberating on the comparative merits, Ms. Ginny Steele of Wayland E.S.O.L. was selected as the 2018 winner. The selection was announced at Annual Town Meeting. The award was presented at the April 11, 2018 Public Ceremonies Meeting.

Vietnam Commemoration Day, March 29, 2018

A Brief Ceremony was held at the Town Building Flag Pole with several Members of the American Legion Post #133 and Town officials and employees commemorating the withdrawal of US ground forces from the war. Brief remarks were made by Richard P. Turner, USN Ret, a Combat Wounded Vietnam Veteran and Chair of the Public Ceremonies Committee. After his remarks, the Vietnam commemorative Flag was raised.

Memorial Day, May 28, 2018

The ceremony took place at the Lakeview Cemetery. The Public Ceremonies Committee installed United States, Massachusetts, Armed Services, and POW flags. Girl Scouts, coordinated by Maureen White, Veterans' Agent Sarada Kalpee, and Richard Turner, Veterans Graves Officer, placed U.S. flags on veterans' graves prior to the ceremonies at the cemeteries. At 11:00 am the parade stepped off from the Wayland Middle School led by Grand Marshal/CW5 Kevin Clarke, US Army Ret. The service at the Lakeview Cemetery began at 11:30 a.m. PCC Chair Richard P. Turner and Doug Levine, a member of The Board of Selectmen, welcomed all those present. Chaplain MAJ Gerald Woodford of the US Army Soldier Systems Center, Natick, Mass., gave the invocation. CSM Michael Pintagro of the US Army Natick Soldier Systems Center presented the keynote address. Mr. Richard P. Turner, USN Ret, Chair of the Public Ceremonies Committee,

presented the 13th annual Wayland Veterans Memorial Freedom Prize, which is a \$500.00 scholarship award, to Kyle Chen, a sophomore at Wayland High School.



Veterans' Memorial at the Town Building

The Wayland High School Band, conducted by Joseph Oneschuk, and the Middle School Band, conducted by Rebecca Wellons, provided music. The High School Band featured a medley of military and patriotic songs. The Band's Drum and Bugle Corps played Echo Taps with distinction at the early services as well as the main ceremony. Throughout the ceremony town dignitaries, guests from the Town of Wayland, and American Legion Post #133 Commander Paul Rufo participated. Chaplain MAJ Gerald Woodford US Army Soldiers Systems Center, Natick, Mass., gave the closing prayer. Police and Fire Departments escorts ensured a safe event. Girl Scouts distributed refreshments to marchers at the Middle School following the ceremony.

The Public Ceremonies Committee is deeply grateful to all who made the 2018 parade and ceremony a success.

National Purple Heart Day

On August 7, 2018 a brief ceremony was held at the Flag Pole at the Town Building by the Public Ceremonies Committee with the American Legion Post #133 in attendance. Richard P. Turner, USN Ret, a recipient of the Purple Heart, gave some brief remarks and the Purple Heart Flag was raised. Several town officials and Veterans were in attendance to remember the Purple Heart Veterans. Wayland is a Purple Heart Town.

FINANCE

BOARD OF ASSESSORS

At the April 2018 elections Zacharias Ventress was re-elected and John A. Todd was elected, both to serve three year terms. Susan Rufo was elected to chair and Jayson Brodie to vice chair by the Board.

The Board of Assessors is responsible for administering Massachusetts property tax laws fairly and equitably and to produce accurate and fair assessments for all taxable property.

As required by the code of Wayland, Section 19-8 the Board of Assessors makes the following Report:

A. Annual Report

(1.) The calendar year 2016 sales used in the determination of the FY 2018 assessed values were posted to the Assessors' web page and provided at Town Meeting.

(2. a, b, c) Report for the previous six years of abatement history:

FISCAL YEAR	# RECD (a)	# GRANTED (b)	AVG ABMT (c)
2013	34	18	\$1,854.20
Supplemental	1	1	\$616.87
2014	35	13	\$2,387.39
Supplemental	0	0	\$0.00
2015*	89	66	\$1,152.16
Supplemental	3	3	\$486.59
2016	34	22	\$2,368.68
Supplemental	0	0	\$0.00
2017	25	16	\$2,313.48
Supplemental	0	0	\$0.00
2018	22	9	\$2,157.99
Supplemental	0	0	\$0.00

*DOR Division of Local Services certification year

(2. d) Appellate Tax Board (ATB) filings last six years:

Fiscal Year	ATB Filings	Fiscal Year	ATB Filings
2013	6	2016	6
2014	10	2017	6
2015	11	2018	5

(2. e) Assessed value changes granted by the Appellate Tax Board:

FISCAL YEAR	NO.	STREET	CHANGE IN ASSESSMENT	FISCAL YEAR	NO.	STREET	CHANGE IN ASSESSMENT
2013	12	ELLIE LN	\$55,500	2016	N/A		
2014	12	ELLIE LN	\$202,000	2017	42	SHAW DR	\$158,200
2015	N/A			2018	N/A		

(3.) Inspections conducted during Fiscal Year 2018

Total Property Visits: 1,383*

Building Permits:

Interior and Exterior
Exterior Only
Interior Only

137
198
1

Cyclical:

Interior and Exterior
Exterior Only
Interior Only

142
435
79

Sales:

Interior and Exterior
Exterior Only
Interior Only

150
117
10

Total	336	Total	656	Total	277
-------	-----	-------	-----	-------	-----

Quality Control:

Interior and Exterior
Exterior Only
Interior Only

11
38
1

Abate ments:

Interior and Exterior
Exterior Only

11
1

Informal Hearings:

Interior and Exterior
Exterior Only

33
1

Total	50	Total	12	Total	34
-------	----	-------	----	-------	----

***Please note that some of the data verification visits addressed several requirements in one visit, such as a property requiring an abatement visit may also have required a sales visit. One visit would have met both obligations of data verification.**

Respectfully submitted,

Susan M. Rufo, Chair
Zachariah Ventress
John A. Todd

Jayson Brodie, Vice Chair
Steven M. Glosky

TREASURER/COLLECTOR

The Treasurer's Office is responsible for collecting all monies due to the Town of Wayland. This includes real estate taxes, personal property taxes, excise taxes, water bills, and departmental turn-ins such as building permits, health permits, and park and recreation fees. We are also responsible for collecting the money received from the Community Preservation Act that now appears on each quarter's real estate bill. These receipts must be reported to the Town Accountant on a timely basis. Unspent money must be invested in high yield, insured accounts.

June 30, 2018	Tax Title – 41 Parcels	\$1,030,537.00
---------------	------------------------	----------------

AUDIT COMMITTEE

The Audit Committee is comprised of 5 members, with 1 designated by the School Committee, 1 designated by the Finance Committee, and 3 designated by the Board of Selectmen. The Committee makes recommendations to the Board of Selectmen on the selection of the independent auditor and scope of the independent audit. During the annual audit, the Committee communicates with the Finance Director and the independent auditor to ensure that the process is operating effectively. At the conclusion of each audit cycle, the Committee reviews the annual financial statement and management reports prepared by the auditors and provides comments. The cycle is complete upon presentation of the annual financial statements to the Board of Selectmen.

The audit went well, and the Finance and Treasury Departments continue to improve operations. The financial statements appear reasonable and are expected to be acceptable to Moody's and the other respective agencies. In 2018 the amount of certified free cash increased, showing the Town's continued financial strength.

	DATE	O/S 7/1/17 By Purpose	CUMULATIVE O/S 7/1/17	NEW DEBT	RETIRED '18 CUMULATIVE	O/S 6/30/18	Int Pd FY 18 CUMULATIVE	INTEREST TO PAYOFF
BETTERMENT T5-97-1083 -Septic System	9/28/2001	\$ 31,263.00	\$ 31,263.00		\$ 10,421.00 \$ 168,626.00	\$ 20,842.00	\$ 1,471.97	
BETTERMENT T5-97-1083-1 -Septic System	7/1/2004	\$ 35,300.00	\$ 35,300.00		\$ 5,838.00 \$ 82,113.00	\$ 29,462.00	\$ 1,619.05	
BORROWING - 2008 -Building Remodeling -Building Remodeling-School	2/15/2008 3.42%	\$ 10,000.00 \$ 105,000.00	\$ 115,000.00		\$ 115,000.00 \$ 2,450,000.00	\$ -	\$ 4,025.00 \$ 327,237.50	\$ -
BORROWING - 2009 -Building Remodeling-Fire -Building Remodeling-PS -Building Construction-Public Safety -Building Remodeling-Library -Building Remodeling-Town Hall -Building Remodeling-School -Outdoor Rec Facility	2/1/2009 2.79%	\$ 10,000.00 \$ 120,000.00 \$ 545,000.00 \$ 21,000.00 \$ 28,000.00 \$ 58,000.00 \$ 40,000.00	\$ 822,000.00		\$ 413,500.00 \$ 3,866,500.00	\$ 408,500.00	\$ 17,940.62 \$ 298,851.19	\$ 20,584.00
BORROWING - 2010 -School Project -Building Remodeling -Surface Drain -Building Remodeling-School -Appraisal of Taxable Property	1/28/2010 3.48%	\$ 7,200,000.00 \$ 145,000.00 \$ 6,000.00 \$ 30,000.00 \$ 60,000.00	\$ 7,441,000.00		\$ 486,000.00 \$ 3,916,000.00	\$ 6,955,000.00	\$ 286,730.00 \$ 2,186,362.50	\$ 2,459,188.00
BORROWING - 2011 -School Project -Landfill -Surface Drain -Building Remodeling -Outdoor Recreational Facility	2/1/2011 4.12%	\$ 25,080,000.00 \$ 120,000.00 \$ 23,600.00 \$ 60,000.00 \$ 220,000.00	\$ 25,503,600.00		\$ 1,560,900.00 \$ 10,956,300.00	\$ 23,942,700.00	\$ 1,153,971.00 \$ 9,373,012.00	\$ 10,476,788.00

DATE	O/S 7/1/17 By Purpose	CUMULATIVE O/S 7/1/17	NEW DEBT	RETIRED '18 CUMULATIVE	O/S 6/30/18	Int Pd FY 18 CUMULATIVE	INTEREST TO PAY/OFF
2/1/2013		\$ 1,683,000.00		\$ 503,000.00	\$ 1,180,000.00	\$ 44,590.00	\$ 70,700.00
1.10%				\$ 2,629,000.00		\$ 341,430.00	
	BORROWING 2013						
	-Building Remodeling-School	\$ 877,000.00					
	-Departmental Equipment-PW	\$ 55,000.00					
	-Public Way	\$ 48,000.00					
	-Fire Alarm Extension	\$ 10,000.00					
	-Engineering Services	\$ 13,000.00					
	-Outdoor Recreational Services	\$ 40,000.00					
	-Computer Hardware	\$ 35,000.00					
	-Land Acquisition	\$ 240,000.00					
	-Building Construction-PS	\$ 365,000.00					
2/6/2014		\$ 10,305,000.00		\$ 740,000.00	\$ 9,565,000.00	\$ 404,425.00	\$ 2,875,444.00
2.94%				\$ 3,020,000.00		\$ 1,826,689.17	
	BORROWING 2014						
	-School Project	\$ 1,700,000.00					
	-Transfer Station Repair	\$ 100,000.00					
	-Building Remodeling-School	\$ 545,000.00					
	-Building Construction-PW	\$ 7,650,000.00					
	-Departmental Equipment-School	\$ 20,000.00					
	-Departmental Equipment-PW	\$ 90,000.00					
	-Public Way	\$ 80,000.00					
	-Off Street Parking Area	\$ 120,000.00					
2.16%		\$ 4,835,000.00		\$ 555,000.00	\$ 4,280,000.00	\$ 147,250.00	\$ 885,591.00
	BORROWING 2015			\$ 1,597,000.00		\$ 483,155.00	
	-Building Remodeling-School	\$ 345,000.00					
	-Building Remodeling	\$ 50,000.00					
	-Energy Conservation	\$ 1,800,000.00					
	-Building Construction-PW	\$ 1,800,000.00					
	-Surface Drain	\$ 80,000.00					
	-Public Way	\$ 245,000.00					
	-Departmental Equipment-School	\$ 45,000.00					
	-Departmental Equipment	\$ 330,000.00					
	-Cemetery	\$ 120,000.00					
	-Outdoor Recreational Facility	\$ 20,000.00					

DATE	O/S 7/1/17 By Purpose	CUMULATIVE O/S 7/1/17	NEW DEBT	RETIRE'D '18 CUMULATIVE	O/S 6/30/18	Int Pd FY 18 CUMULATIVE	INTEREST TO PAYOFF
BORROWING 2016							
	-Building Remodeling-School	\$ 965,000.00		\$ 235,000.00	\$ 1,910,000.00	\$ 51,100.00	\$ 343,800.00
	-Building Remodeling	\$ 50,000.00		\$ 491,000.00		\$ 115,081.70	
	-Energy Conservation	\$ 475,000.00					
	-Public View	\$ 350,000.00					
	-Departmental Equipment-School	\$ 115,000.00					
	-Departmental Equipment-PW	\$ 40,000.00					
	-Departmental Equipment-PS	\$ 40,000.00					
	-Surface Drain	\$ 90,000.00					
	-Other Public Work-Library	\$ 20,000.00					
		\$ 2,145,000.00					
REFUNDING-2003, 2005, 2006,2007							
	Mar-16						
	-Building Remodeling-School	\$ 858,000.00		\$ 353,000.00	\$ 2,730,000.00	\$ 112,280.00	\$ 347,425.00
	-Building Addition School	\$ 1,470,000.00		\$ 353,000.00		\$ 112,280.00	
	-Building Remodeling-Library	\$ 165,000.00					
	-Building Remodeling-PW	\$ 140,000.00					
	-Building Remodeling	\$ 282,000.00					
	-Building Construction-PW	\$ 168,000.00					
		\$ 3,063,000.00					
BORROWING 2017							
	-Ladder Truck-Fire	\$ 950,000.00		\$ 305,000.00	\$ 2,995,000.00	\$ 143,840.27	\$ 639,450.00
	-Road Maintenance	\$ 775,000.00		\$ 305,000.00		\$ 143,840.27	
	-Light Equipment-Truck-DPW	\$ 90,000.00					
	-Heavy Equipment-Truck-DPW	\$ 225,000.00					
	-Heavy Equipment-Truck-DPW	\$ 190,000.00					
	-Playground	\$ 90,000.00					
	-Loker Windows & Doors	\$ 185,000.00					
	-Sprinklers-Housing Authority	\$ 160,000.00					
	-Town Wide Road Cons.-5 Falls	\$ 335,000.00					
	-Town Wide Road Cons.-R130	\$ 300,000.00					
		\$ 3,300,000.00					
BORROWING 2018							
	-Loker Window and Doors		\$ 720,000.00		\$ 720,000.00		\$ 731,321.00
	-Culvert		\$ 100,000.00		\$ 100,000.00		
	-Tractor-DPW		\$ 180,000.00		\$ 180,000.00		
	-Town Wide Road Construction		\$ 280,000.00		\$ 280,000.00		
	-Transfer Station Access Road		\$ 1,555,000.00		\$ 1,555,000.00		
			\$ 720,000.00		\$ 720,000.00		
			\$ 100,000.00		\$ 100,000.00		
			\$ 180,000.00		\$ 180,000.00		
			\$ 280,000.00		\$ 280,000.00		
			\$ 1,555,000.00		\$ 1,555,000.00		
		\$ 59,299,163.00	\$ 2,835,000.00	\$ 5,282,659.00	\$ 56,851,504.00	\$ 2,349,242.91	\$ 18,850,291.00

WATER							
DATE	O/S 7/1/17 BY PURPOSE	CUMULATIVE O/S 7/1/17	NEW DEBT	RETIRED '18 CUMULATIVE	O/S 6/30/18	Int Pd FY 18 CUMULATIVE	INTEREST TO PAYOFF
2/15/2008 3.42%		\$ 3,305,000.00		\$ 3,305,000.00 \$ 6,075,000.00	\$ -	\$ 146,260.41 \$ 2,099,939.66	\$ 615,015.00
-Water Treatment Facility	\$ 3,298,000.00						
-Water Dpt Equipment	\$ 7,000.00						
2/1/2009 2.79%		\$ 753,000.00		\$ 76,500.00 \$ 557,500.00	\$ 676,500.00	\$ 28,446.87 \$ 357,388.73	\$ 150,018.00
-Water Treatment Facility	\$ 753,000.00						
1/28/2010 3.48%		\$ 194,000.00		\$ 74,000.00 \$ 482,000.00	\$ 120,000.00	\$ 5,820.00 \$ 95,545.00	\$ 5,218.00
-Water Treatment Facility	\$ 180,000.00						
-Water Dpt Equipment	\$ 14,000.00						
2/1/2011 4.12%		\$ 616,400.00		\$ 104,100.00 \$ 822,300.00	\$ 512,300.00	\$ 27,779.00 \$ 291,488.00	\$ 77,322.00
-Water Treatment Facility	\$ 400,000.00						
-Water Mains	\$ 200,000.00						
-Well	\$ 16,400.00						
2/1/2013 1.10%		\$ 115,000.00		\$ 25,000.00 \$ 128,000.00	\$ 90,000.00	\$ 3,000.00 \$ 20,560.00	\$ 2,710.00
-Water Mains-Refunding	\$ 115,000.00						
2/1/2013 2%		\$ 12,000.00		\$ 12,000.00 \$ 60,000.00	\$ -	\$ 360.00 \$ 3,485.00	\$ -
-Sewer	\$ 12,000.00						
2/1/2015 3-3.25%		\$ 900,000.00		\$ 50,000.00 \$ 150,000.00	\$ 850,000.00	\$ 27,250.00 \$ 85,326.00	\$ 334,674.00
-Water Pumping Station	\$ 900,000.00						
2/12/2016 2.14%		\$ 665,000.00		\$ 35,000.00 \$ 70,000.00	\$ 630,000.00	\$ 16,800.00 \$ 36,729.80	\$ 157,500.00
-Water Mains	\$ 665,000.00						
3/3/2016		\$ 1,132,000.00		\$ 112,000.00 \$ 166,000.00	\$ 1,020,000.00	\$ 39,370.00 \$ 64,857.33	\$ 133,600.00
Refunding							
-Water	\$ 712,000.00						
-Water Mains	\$ 420,000.00						
4/6/2017		\$ 2,710,000.00		\$ 140,000.00 \$ 140,000.00	\$ 2,570,000.00	\$ 104,778.83 \$ 104,778.83	\$ 821,786.00
-Pumping Station	\$ 525,000.00						
-Water Main	\$ 935,000.00						
-Water Main	\$ 750,000.00						
-107 Old Sudbury	\$ 500,000.00						
3/8/2018							
-Water Mains			\$ 670,000.00				\$ 785,744.00
-Refunding 2008 Bonds			\$ 2,815,000.00				
		\$ 10,402,400.00	\$ 3,485,000.00	\$ 3,933,600.00	\$ 6,468,800.00	\$ 399,865.11	\$ 3,083,587.00

WASTEWATER TREATMENT PLANT

10/21/2002 5.25-5.625%						
-Sewer 98-Refundinjg	\$ 168,182.33	\$ 38,441.67 \$ 483,037.34	\$ 129,740.66	\$ 7,348.03	\$ 9,661.00	
2/1/2011 4.12%	\$ 3,840,000.00	\$ 215,000.00 \$ 1,375,000.00	\$ 3,625,000.00	\$ 167,050.00	\$ 1,172,963.00	
-Water Treatment Facility				\$ 1,326,900.00		
2/1/2012	\$ 280,000.00	\$ 20,000.00 \$ 115,000.00	\$ 260,000.00	\$ 6,615.00	\$ 46,385.00	
-Water Treatment Facility				\$ 46,690.00		
2/13/2014	\$ 170,000.00	\$ 10,000.00 \$ 40,000.00	\$ 160,000.00	\$ 6,000.00	\$ 49,813.00	
-Water Treatment Facility				\$ 28,530.00		
	<u>\$ 4,458,182.33</u>	<u>\$ -</u>	<u>\$ 283,441.67</u>	<u>\$ 4,174,740.66</u>	<u>\$ 187,013.03</u>	<u>\$ 1,278,822.00</u>

COMMUNITY PRESERVATION FUND

4/6/2017						
-Mainstone Farm	\$ 7,000,000.00	\$ 115,000.00 \$ 115,000.00	\$ 6,885,000.00	\$ 256,486.20	\$ 3,939,944.08	
				\$ 256,486.20		
	<u>\$ 7,000,000.00</u>	<u>\$ -</u>	<u>\$ 6,885,000.00</u>	<u>\$ 256,486.20</u>	<u>\$ 3,939,944.08</u>	

TOWN OF WAYLAND TRUST FUNDS**COMMISSIONERS OF TRUST FUNDS**

The goal of the Commissioners is to invest Wayland's trust funds to realize the best possible gain while maintaining a balance between risk and return appropriate to a public trust. The following is an overall performance review of the funds' combined performance/activity for fiscal year 2018:

Town of Wayland Trust Funds, Combined

	Market Value
Beginning Balance: 6/30/2017	\$ 3,619,162
Net Income	\$ 169,813
Realized Gain/Loss	\$ 27,849
Net Earnings	<u>\$ 197,662</u>
Increase in Principle	\$ 25,328
Distributions of Earnings	\$ (81,671)
Net Transfer	<u>\$ (56,343)</u>
Change of Unrealized Gain/Loss	\$ 31,835
Ending Balance: 6/30/2018	<u><u>\$ 3,792,316</u></u>

June 20, 2018 Historical Combined Fund Balance by Fiscal Year

Year	Year-End Balance
2018	\$ 3,792,316
2017	\$ 3,619,162
2016	\$ 3,317,854
2015	\$ 3,278,355
2014	\$ 3,279,323
2013	\$ 2,995,457
2012	\$ 2,765,749
2011	\$ 2,673,273

June 30, 2018 Balance by Fund

Bartholomew & Co.	\$ 3,619,162
<u>Trust</u>	<u>6/30/18 Balance</u>
Allen Fund(Charitable Fund)	\$ 7,626
Cemetery Funds	\$ 1,495,442
Est. of M Draper(Library)	\$ 185,791
Gossels - Academic Excellence	\$ 334,791
Gossels Fund(Library)	\$ 39,189
Greaves/Croft Fund	\$ 70,098
J.Leavitt - Norwich Univ Schol	\$ 167,198
Library - General Purpose	\$ 267,542
Library-The Millenium Fund	\$ 949,328
Robsham Cemetery Trust	\$ 55,464
S.Leavitt - Wayland Community	\$ 219,846
	<u><u>\$ 3,792,316</u></u>

The Commissioners would like to acknowledge the retirement of Michael Patterson from administration of the Wayland Community Fund in December of 2017. His service and dedication to the Town have been greatly appreciated.

FINANCE COMMITTEE

The mission of the Wayland Finance Committee is to ensure a Town operating budget and a capital spending plan that balances the demand and need for services and infrastructure with the ability of residents across a broad financial spectrum to afford these services. To fulfill this mission, the Finance Committee recommends a financial strategy for the Town, a fiscally responsible operating budget and capital plan and provides objective information to residents so they can make informed decisions at Town Meeting. For FY 2018, the Finance Committee set the following goals:

- Manage operating budget increases to 2.5%
- Manage debt service to 10% of total spending and trend downward
- Manage additional capital spending and resulting borrowing to not exceed \$3 million
- Manage additional headcount within budget guidelines
- Maintain Aaa rating
- Develop 5 year operating and capital budget financial forecast for the School and Town

Budget Guideline Recommendation

The Finance Committee requested a maximum FY 2019 Operating Budget increase of 3.5%. As part of its budget preparation, the Committee reviewed projected increases in employee salary expense, Health Insurance and Retirement. Combined these three increases exceeded 2.5% of the FY 2018 budget. As part of the budget guideline process, the Committee also reviewed non-personnel expenses and considered maintaining the Town's Fund Balance at 20% of expenditures, ensuring the Tax levy covers all recurring annual expenses, taking efforts to avoid future operating overrides and moderating tax rate increases.

In April, the Finance Committee recommended and Annual Town Meeting (ATM) approved a General Fund Budget of \$79.9M. The FY 2019 budget which includes a \$1.8M increase in payroll and 16 new full time equivalent Town

and School resources. This represented a year-over increase of 5.56% in the combined Town/Unclassified expenses and a 3.49% increase in School expenses for an overall increase of 3.64% or .14% greater than the 3.5% budget guideline.

Total revenue from property taxes, local receipts, and state aid for FY 2019 were estimated to be \$77.9M. The Committee recommended funding the \$1.94M operating deficit with \$0.635M in ambulance receipts, \$0.080M in prior year bond premiums and \$1.27M in transfers from other funds. Free Cash was not used to offset Omnibus Budget deficits as recommended by the Town's Financial Advisor.

Capital Budget

Capital projects totaling nearly \$46M were submitted for consideration. After a careful review, the Finance Committee recommended and ATM approved 22 capital projects totaling \$5.2M that provide for maintenance, replacements and improvements to existing buildings, infrastructure and equipment. The capital budget recommendation included consideration of the Finance Committee's policy to maintain General Fund debt service under 10% of the Operating Budget. The debt service for FY 2019 is expected to be 9.01%. To fund FY 2019 capital projects, the Finance Committee recommended \$2.3M in new borrowing. The funding sources for the \$2.8M balance included capital surplus, cash capital, ambulance receipts, CPC funds, water surplus and \$1.1M of Free Cash.

The Finance Committee also supported and Annual Town Meeting approved an article to fund \$1.7M for the Transfer Station Access Road and for six (6) capital appropriations totaling \$0.5M recommended by the Community Preservation Committee (CPC) for a total FY 2019 capital expenditure of \$7.3M.

An additional six (6) capital project requests totaling approximately \$40M were considered

through the article process. Prior to ATM, the Finance Committee recommended these projects be funded through debt exclusion. Two projects totaling \$3.3M passed, three totalling \$7.5M were passed over. The \$28.9M Library project did not pass.

Five-Year Plan

The updated five year plan for capital items through FY 2023 printed in the Annual Town Meeting Warrant were not formally presented by departments or approved by the Finance Committee. They were included in the 5-Year Capital Plan for planning purposes only. Significant capital projects listed on the five-year plan include Town Building renovations, a new Council on Aging/Community Center, updating the High School Athletic Campus, the Municipal Parcel, construction of new fields, Library renovations and replacing the Middle School HVAC system. These proposed projects, if approved by Town Meeting will significantly impact future debt service, increase operating expenses and impact tax rates.

Outlook

The FY 2019 budget represented an increase of 3.64%. At the current growth rate, the Finance Committee projects an operating override will be contemplated within 10 years. It is important that annual growth of General Fund expenses and associated personnel costs are controlled so spending does not accelerate or cause overrides and unsustainable real estate tax increases. In addition, the Finance Committee cautions that as General Fund expenses grow, to maintain a minimum 20% fund balance, the fund balance must grow correspondingly.

The ongoing costs of maintaining the Town’s existing assets, roads and increasing role of Information Technology continue to grow. The Finance Committee believes there may be risks associated with not providing an appropriate level of support for these capital initiatives and that infrastructure maintenance projects will most likely reduce the amount of funds available

for new capital programs. To offset this impact, the Finance Committee intends to discuss recommending the establishment of a capital stabilization fund.

The Town’s excess levy capacity is approximately \$5M. To manage and preserve the levy, the Finance Committee recommends all future capital projects, exceeding \$1M be funded through debt exclusion.

Summary

The Town of Wayland remained financially strong during FY 2018 and in February, Moody’s reiterated their Aaa with negative outlook rating. To preserve its Aaa bond rating and maintain continue financial strength, the Town should include five criteria as a guide to their decision-making:

- Continue to use Free Cash only to fund one-time expenses
- Maintain fund balance at a minimum of 20% of General Fund budget
- Manage unused levy capacity to provide additional revenue flexibility
- Moderate future non-exempt annual borrowing to \$3M annually
- Fund capital projects in excess of \$1M with excluded debt

**WAYLAND FINANCE COMMITTEE
(as of June 30, 2018)**

Dave Watkins (Chair)
 Carol Martin (Vice Chair)
 Steve Correia
 Jen Gorke
 Klaus Shigley
 Bill Steinberg
 George Uveges

FINANCE DIRECTOR/ACCOUNTANT

DEPARTMENT	FINAL FISCAL 2018 BUDGET	FISCAL 2018 ACTUAL	FISCAL 2018 ENCUMBRANCE	FISCAL 2018 VARIANCE BUDGET / ACTUAL
SELECTMEN	95,000.00	23,304.00	52,235.00	19,461.00
TOWN OFFICE SALARY	487,212.00	468,114.00	-	19,098.00
TOWN OFFICE EXPENSES	77,000.00	63,196.00	13,795.00	9.00
PERSONNEL BOARD SALARY	5,000.00	-	-	5,000.00
PERSONNEL BOARD EXPENSES	10,000.00	8,637.00	-	1,363.00
FINANCE SALARY	348,135.00	335,622.00	-	12,513.00
FINANCE EXPENSE	67,200.00	62,197.00	5,000.00	3.00
ASSESSOR SALARY	266,622.00	255,087.00	-	11,535.00
ASSESSOR EXPENSES	49,150.00	48,006.00	-	1,144.00
TREASURER SALARY	195,393.00	166,554.00	-	28,839.00
TREASURER EXPENSES	66,400.00	55,650.00	1,613.00	9,137.00
LEGAL	295,000.00	253,646.00	39,486.00	1,868.00
INFORMATION TECH SALARY	266,844.00	255,038.00	-	11,806.00
INFORMATION TECH EXPENSES	607,617.00	493,267.00	113,977.00	373.00
TOWN CLERK SALARY	134,509.00	132,963.00	-	1,546.00
TOWN CLERK EXPENSES	17,040.00	13,635.00	1,224.00	2,181.00
ELECTIONS SALARY	6,503.00	6,139.00	-	364.00
ELECTIONS EXPENSES	7,570.00	7,041.00	-	529.00
REGISTRAR SALARY	1,075.00	1,075.00	-	-
REGISTRAR EXPENSES	4,625.00	4,624.00	-	1.00
CONSERVATION SALARY	176,285.00	163,450.00	-	12,835.00
CONSERVATION EXPENSES	44,210.00	39,272.00	5,075.00	(137.00)
PLANNING SALARY	107,581.00	106,742.00	-	839.00
PLANNING EXPENSES	4,295.00	1,693.00	-	2,602.00
SURVEYOR SALARY	169,166.00	134,075.00	-	35,091.00
SURVEYOR EXPENSES	24,255.00	19,569.00	4,600.00	86.00
FACILITIES SALARY	271,522.00	265,971.00	-	5,551.00
FACILITIES EXPENSES	832,900.00	685,694.00	50,907.00	96,299.00
MISC COMMITTEES	47,275.00	17,806.00	20,116.00	9,353.00
				-
TOTAL GENERAL GOVERNMENT	4,685,384.00	4,088,067.00	308,028.00	289,289.00
POLICE SALARY	2,486,389.00	2,336,075.00	-	150,314.00
POLICE EXPENSES	298,750.00	285,339.00	13,410.00	1.00
JOINT COMMUNICATIONS SALARY	515,321.00	491,856.00	-	23,465.00
JOINT COMMUNICATIONS EXPENSES	29,100.00	29,100.00	-	-
EMERGENCY MANAGEMENT	23,000.00	23,000.00	-	-
DOG OFFICER	22,308.00	22,308.00	-	-
FIRE SALARY	2,524,413.00	2,467,743.00	-	56,670.00
FIRE EXPENSES	253,800.00	250,565.00	-	3,235.00
BUILDING & ZONING SALARY	302,208.00	275,654.00	-	26,554.00
BUILDING & ZONING EXPENSES	23,000.00	20,051.00	2,900.00	49.00
				-
TOTAL PUBLIC SAFETY	6,478,289.00	6,201,691.00	16,310.00	260,288.00
WAYLAND PUBLIC SCHOOLS	39,156,483.00	38,620,885.00	505,405.00	30,193.00
MINUTEMAN REGIONAL SC	185,000.00	161,637.00	-	23,363.00
TOTAL EDUCATION	39,341,483.00	38,782,522.00	505,405.00	53,556.00
HIGHWAY SALARY	1,077,231.00	993,042.00	-	84,189.00
HIGHWAY EXPENSES	524,500.00	347,596.00	162,244.00	14,660.00
SNOW REMOVAL SALARY	210,000.00	207,581.00	-	2,419.00
SNOW REMOVAL EXPENSES	540,000.00	522,549.00	-	17,451.00
TRANSFER STATION	55,000.00	37,090.00	16,059.00	1,851.00
PARKS SALARY	607,516.00	564,038.00	-	43,478.00
PARKS EXPENSES	327,000.00	250,260.00	62,275.00	14,465.00
				-
TOTAL PUBLIC WORKS	3,341,247.00	2,922,156.00	240,578.00	178,513.00

DEPARTMENT	FINAL	FISCAL 2018 ACTUAL	FISCAL 2018 ENCUMBRANCE	FISCAL 2018
	FISCAL 2018 BUDGET			VARIANCE BUDGET / ACTUAL
BOARD OF HEALTH SALARY	713,534.00	690,979.00	-	22,555.00
BOARD OF HEALTH EXPENSES	184,036.00	156,227.00	11,708.00	16,101.00
VETERANS SERVICES	48,000.00	40,754.00	-	7,246.00
C.O.A. SALARY	211,337.00	207,249.00	-	4,088.00
C.O.A. EXPENSES	57,500.00	49,955.00	652.00	6,893.00
YOUTH SERVICES SALARY	225,565.00	202,705.00	-	22,860.00
YOUTH SERVICES EXPENSES	6,225.00	4,759.00	-	1,466.00
TOTAL HEALTH / HUMAN SERVICES	1,446,197.00	1,352,628.00	12,360.00	81,209.00
LIBRARY SALARY	834,807.00	744,832.00	-	89,975.00
LIBRARY EXPENSES	252,639.00	249,047.00	2,326.00	1,266.00
RECREATION SALARY	175,578.00	119,170.00	-	56,408.00
TOTAL CUTURAL	1,263,024.00	1,113,049.00	2,326.00	147,649.00
DEBT	7,568,703.00	7,557,941.00	-	10,762.00
RETIREMENT ASSESSMENT	4,362,369.00	4,362,369.00	-	-
UNCLASSIFIED	-	-	-	-
INSURANCE GENERAL	680,000.00	651,566.00	-	28,434.00
INSURANCE 32B	7,197,800.00	6,833,127.00	301,920.00	62,753.00
MEDICARE TAX	660,175.00	660,173.00	-	2.00
UNEMPLOYMENT	50,000.00	32,802.00	-	17,198.00
POLICE / FIRE DISABILITY	15,000.00	92.00	-	14,908.00
RESERVE FOR SALARY ADJ	5,243.00	-	-	5,243.00
OCCUPATIONAL HEALTH	8,000.00	6,690.00	1,310.00	-
BUY BACK	40,000.00	37,355.00	-	2,645.00
TOWN MEETING	175,000.00	150,958.00	-	24,042.00
STREET LIGHTING	130,000.00	116,842.00	6,235.00	6,923.00
RESERVE FUND	17,825.00	-	-	17,825.00
TOTAL UNCLASSIFIED / OTHER	20,910,115.00	20,409,915.00	309,465.00	190,735.00
TRANSFER TO OTHER FUNDS-Capital				
Cash Capital	718,308.00	1,507,571.00	-	(789,263.00)
Use of Free Cash for Capital	-	-	-	-
Recreation Transfer	-	-	-	-
OVERLAY	375,498.00	-	-	375,498.00
TRANSFER TO OPEB	221,023.00	221,023.00	-	-
TOTAL TRANSFERS	1,314,829.00	1,728,594.00	-	(413,765.00)
STATE ASSESSMENTS & CHARGES	153,498.00	197,704.00	-	(44,206.00)
TOTAL UNAPPROPRIATED	153,498.00	197,704.00	-	(44,206.00)
Totals	78,934,066.00	76,796,326.00	1,394,472.00	743,268.00

Town of Wayland Combined Balance Sheet Combined Balance Sheet - All Fund Types and Account Groups as of June 30, 2018 (Unaudited)								
	Governmental Fund Types			Proprietary Fund Types		Fiduciary Fund Types	Account Groups	Totals (Memorandum Only)
	General	Special Revenue	Capital Projects	Enterprise	Internal Services	Trust and Agency	Long-term Debt	
ASSETS								
Cash and cash equivalents	62,828,915.41							62,828,915.41
Investments								-
Receivables:								-
Personal property taxes	29,765.75							29,765.75
Real estate taxes	453,297.37							453,297.37
Deferred taxes	1,152,186.76							1,152,186.76
Allowance for abatements and exemptions	(1,165,788.08)							(1,165,788.08)
Special assessments								-
Tax liens				15,597.70				15,597.70
Tax foreclosures								-
Motor vehicle excise	213,387.01							213,387.01
Other excises								-
Utility Charges				472,493.88				472,493.88
Departmental								-
Other receivables	18,636.21	381,023.27		3,063,607.67				3,463,267.15
Due to/from other funds	(47,851,618.39)	9,939,805.57	9,307,213.72	3,977,823.70		24,626,775.40		-
Due from other governments								-
Prepays								-
Inventory								-
Fixed assets, net of accumulated depreciation								-
Amounts to be provided - payment of bonds								-
Amounts to be provided - vacation and sick leave								-
Total Assets	<u>15,678,782.04</u>	<u>10,320,828.84</u>	<u>9,307,213.72</u>	<u>7,529,522.95</u>	<u>-</u>	<u>24,626,775.40</u>	<u>-</u>	<u>67,463,122.95</u>
LIABILITIES AND FUND EQUITY								
Liabilities:								
Deferred revenue								-
Real and personal property taxes	469,461.80	5,259.82						474,721.62
Deferred taxes								-
Prepaid taxes/fees								-
Special assessments	17,918.21	9,250.00		3,063,607.67				3,090,775.88
Tax liens				15,597.70				15,597.70
Tax foreclosures								-
Motor vehicle excise	213,387.01							213,387.01
Other excises								-
Utility Charges		577,571.67		472,493.88				1,050,065.55
Departmental	718.00	366,513.45						367,231.45
Deposits receivable								-
Other receivables								-
Due from other governments								-
Due to other governments								-
Accounts payable								-
Warrants payable	718,720.14	283,405.33	490,328.64	118,448.06		(1,187.08)		1,609,715.09
Accrued payroll and withholdings	839,184.06	1,312.00		17,627.58				858,123.64
Other liabilities	795,328.68							795,328.68
IBNR								-
Bonds payable								-
Notes payable								-
Vacation and sick leave liability								-
Total Liabilities	<u>3,054,717.90</u>	<u>1,243,312.27</u>	<u>490,328.64</u>	<u>3,687,774.89</u>	<u>-</u>	<u>(1,187.08)</u>	<u>-</u>	<u>8,474,946.62</u>
Fund Equity:								
Reserved for encumbrances	1,396,380.83	831,503.18	2,774,654.46	126,417.24				5,128,955.71
Reserved for expenditures	1,596,720.00	1,530,583.00		736,137.00				3,863,440.00
Reserved for continuing appropriations								-
Reserved for petty cash								-
Reserved for appropriation deficit								-
Reserved for snow and ice deficit								-
Reserved for debt Service								-
Reserved for premiums								-
Reserved fund balance								-
Undesignated fund balance	8,561,569.25	6,715,430.39	6,042,230.62	1,724,001.03		24,627,962.48		47,671,193.77
Unreserved retained earnings	1,069,394.06			1,255,192.79				2,324,586.85
Investment in capital assets								-
Total Fund Equity	<u>12,624,064.14</u>	<u>9,077,516.57</u>	<u>8,816,885.08</u>	<u>3,841,748.06</u>	<u>-</u>	<u>24,627,962.48</u>	<u>-</u>	<u>58,988,176.33</u>
Total Liabilities and Fund Equity	<u>15,678,782.04</u>	<u>10,320,828.84</u>	<u>9,307,213.72</u>	<u>7,529,522.95</u>	<u>-</u>	<u>24,626,775.40</u>	<u>-</u>	<u>67,463,122.95</u>

Town of Wayland, Massachusetts General Fund Revenue Report Fiscal 2018 June 30, 2018- Q-4 Report						
	Fiscal 2017 YTD-Actual	Fiscal 2018 YTD-Actual	Fiscal 2018 Budget	\$ Variance 2018 / 2017	B / A Fiscal 2018 \$ Variance	% of Budget Collected
Taxation:						
Real Estate	61,305,568	63,533,286	64,222,212	2,227,718	(688,926)	98.93%
Personal Property	784,171	815,780	819,824	31,609	(4,044)	99.51%
Overlay	-	-	(375,498)	-	375,498	0.00%
Total	62,089,739	64,349,066	64,666,538	2,259,327	(317,472)	99.51%
State Aid:						
School Construction						
Local Aid : Cherry Sheet						
Chapter 70	4,042,462	4,261,530	4,265,052	219,068	(3,522)	99.92%
Charter Tuition Assessment	-	-	-	-	-	0.00%
Unrestricted Aid	869,138	903,034	903,034	33,896	0	100.00%
Veterans Benefits Chapter 115	34,503	4,363	5,854	(30,140)	(1,491)	74.53%
Exemption : Vets, Blind, Surviving Spouse	4,016	24,373	32,215	20,357	(7,842)	75.66%
State Owned Land Reimbursement	61,026	60,966	60,966	(60)	0	100.00%
Unknown	0	-	-	-	-	0.00%
Total	5,011,145	5,254,266	5,267,121	243,121	(12,855)	99.76%
Local Receipts:						
Motor Vehicle Excise	2,517,328	2,871,097	2,500,000	353,769	371,097	114.84%
Other Excise	237,712	237,423	225,000	(289)	12,423	105.52%
Penalties and Interest	575,528	276,961	325,000	(298,567)	(48,039)	85.22%
Payment in Lieu of Taxes	46,251	41,234	40,000	(5,017)	1,234	103.09%
Fees	1,227,015	608,241	650,000	(618,774)	(41,759)	93.58%
Licenses and Permits	793,793	761,309	790,000	(32,484)	(28,691)	96.37%
Special Assessments	6,392	8,521	6,000	2,129	2,521	142.02%
Fines and Forfeits	44,773	45,678	43,000	905	2,678	106.23%
Investment Income	153,282	198,192	125,000	44,910	73,192	158.55%
Miscellaneous Recurring	0	0	5,404	0	(5,404)	0.00%
Bond Premium	-	263,717	0	-	263,717	0.00%
Total	5,602,074	5,312,373	4,709,404	(553,418)	602,969	112.80%
Transfers from other funds:						
Fund 24-Ambulance	-	615,000.00	615,000	615,000.00	0	100.00%
Fund 24-Council on Aging	1,373.00	2,190.00	2,190	-	0	100.00%
Fund 24-Tranfer Station	71,961.00	37,000.00	80,762	(34,961.00)	(43,762)	45.81%
Fund 24-Recreation	15,687.00	29,495.00	29,495	13,808.00	0	100.00%
Fund 25-Food Service	270,401.00	229,376.00	229,376	(41,025.00)	0	100.00%
Fund 25-BASE	220,101.00	226,657.00	226,657	6,556.00	0	100.00%
Fund 25-TCW	233,506.00	221,409.00	221,409	(12,097.00)	0	100.00%
Fund 25-Full Day Kinder	34,118.00	47,022.00	47,022	12,904.00	0	100.00%
Fund 61-Water	338,601.00	381,660.00	381,660	43,059.00	0	100.00%
Fund 62-Septage	52,708.00	-	0	-	0	0.00%
Fund 63-Wastewater	24,669.00	28,831.00	28,831	-	0	100.00%
	1,263,125.00	1,818,640.00	1,862,402	603,244.00	(43,762)	97.65%
Total Budgeted Revenue	73,966,083	76,734,345	76,505,465	2,552,274	228,880	100.30%
Unbudgeted Revenue:						
Tax Title Liens	657,703	286,976	-	(370,727)	-	0.00%
Prior Year RE collections	636,091	406,908	-	(229,183)	-	0.00%
Fund 24-Recreation-New FY 17 accounts	519,792	7,666	-	(512,126)	-	0.00%
Account Closeout	22,230	19,343	-	-	-	-
School Funds OPEB	50,000	50,000	-	-	-	-
Wastewater / Library Agreement	500,000	2,207	-	(497,793)	-	-
Total Unbudgeted Revenue	2,385,816	773,100	-	(1,609,829)	773,100	0.00%
Total All Revenue	76,351,899	77,507,445	76,505,465	942,445	1,001,980	101.31%

TOWN OF WAYLAND FISCAL 2018 CAPITAL PROJECT ACTIVITY REPORT			Prior Year Balances	Revenues	Expenditures	Encumbrances	(OFS)OFU	Balance	Total Encumbrance / Unencumbered
FUND 40-TOWN CAPITAL									
ASSESSOR EQUIPMENT		CLD	22,171.20	-	-	-	22,171.05	0.00	0.00
IT CAPITAL ATM 2014	50,000.00		49,282.20	-	-	-	18,389.00	30,893.20	30,893.20
IT CAPITAL SP TM 2013	100,000.00		63,596.92	-	-	6,985.08	56,611.00	0.76	6,985.84
FY 17 SAN UPGRADE	80,000.00		-	-	-	-	-	-	-
FY 17 DATA CENTER PATCH MANGT	40,000.00		9,467.00	-	-	-	-	9,467.00	9,467.00
DAM REPAIR SP TM 2013	25,000.00		25,000.00	2,610.00	-	-	-	15,573.00	22,390.00
DAM REPAIRS	100,000.00		91,054.00	-	4,600.00	26,600.00	-	59,854.00	86,454.00
PLANNING	100,000.00		-	-	-	-	-	-	-
CONSERVATION ATM 2014	30,000.00		28,908.00	-	-	-	-	28,908.00	28,908.00
FY 17 NEWBURY CONSERVATION	1.00		1.00	-	-	-	-	1.00	1.00
TOWN BUILDING REPAIRS	240,000.00	CLD	23,198.42	-	-	-	23,198.44	0.00	0.00
FY 13 BUILDING REPAIRS	180,000.00		63,913.95	58,033.00	-	-	-	5,880.90	5,880.90
TOWN BUILDING REPAIRS ATM 2014	70,000.00	CLD	11.50	-	-	-	11.50	-	-
STATION 2 REPAIR ATM 2014	40,000.00		33,720.06	29,291.00	-	-	-	4,429.06	4,429.06
ENERGY UPGRADES ATM 2014	2,813,920.00	CLD	52,067.00	-	-	-	52,067.00	-	-
FY 16 TOWN BUILDING REPAIR	60,000.00	CLD	27,774.86	-	-	-	27,774.86	-	-
FY 16 PUBLIC SAFETY SEWER PUMP	50,000.00		50,000.00	-	-	-	-	50,000.00	50,000.00
FY 16 LIBRARY OIL TANK REMOVAL	25,000.00		25,000.00	7,505.00	-	7,853.00	-	9,642.00	17,495.00
FY 16 STATION 2 SEPTIC AND PAVING	35,000.00		35,000.00	-	34,750.00	250.00	-	-	250.00
FY 16 TOWN MOTOR POOL	75,000.00		513.00	-	-	-	513.00	-	-
FY 17 TRANSFER ST IMPROVEMENT	48,000.00		43,925.00	9,794.10	-	-	-	34,130.90	34,130.90
FY 17 RECONFIG ROUTE 30 / PLAIN ST	300,000.00		27,323.95	27,323.95	-	-	-	-	-
FY 17 RECONFIG FIVE PATHS	335,000.00		42,078.13	42,078.13	-	-	-	-	-
FY 18 TOWN BUILDING MECH / ELECT	88,000.00		-	88,000.06	-	-	-	88,000.06	88,000.06
FY 17 OLD DPW DEMO	330,000.00		327,180.00	-	-	-	-	327,180.00	327,180.00
FY 17 JCC RADIOS	25,000.00		-	-	-	-	-	-	-
FIRE BRUSH TRUCK ATM 2015	125,000.00	CLD	-	-	-	-	-	-	-
FY 16 JOHN DEERE GATOR	16,000.00		-	-	-	-	-	-	-
FY 17 FIRE RESCUE AND PUMP TRUCK	490,000.00		15,763.00	14,909.00	-	-	-	854.00	854.00
FY 17 LADDER AND FIRE TRUCK	950,000.00		950,000.00	950,000.00	-	-	-	-	-
FY 17 COCHITUATE APTS FIRE SUPP	475,000.00	CLD	154,982.50	-	37,460.56	-	-	117,521.94	117,521.94
FY 18 FIRE VEHICLE	65,000.00		-	65,000.00	60,345.69	-	-	4,654.31	4,654.31
FY 18 FIRE STATION #2 RENOVATION	75,000.00		-	75,000.00	6,987.00	-	-	68,013.00	68,013.00
FY 18 AMBULANCE	305,000.00		-	305,000.00	304,721.00	-	-	279.00	279.00
HIGHWAY CH90			(173,943.98)	333,893.76	200,360.09	-	-	(40,410.31)	(40,410.31)
STATION 2 REPAIR	50,000.00		4,284.00	-	3,848.15	-	4,284.00	(3,848.15)	(3,848.15)
H-19 DUMP TRUCK ATM 2014	200,000.00	CLD	728.92	-	-	-	728.92	0.00	0.00
BOBCAT ATM 2014	60,000.00	CLD	572.44	-	-	-	572.44	0.00	0.00
HIGHWAY VEHICLES	125,000.00	CLD	5,807.58	-	-	-	5,807.37	0.00	0.00
NEW DPW FACILITY STUDY	35,000.00		7,131.00	-	-	-	7,131.00	-	-
NEW DPW BUILDING STM 2013	12,700,000.00		1,432,792.07	95,693.47	333.00	-	-	1,336,765.20	1,337,098.20
HGWY ROADWORK DESIGN (27/30)	85,000.00		26,401.44	3,278.00	-	-	-	23,123.21	23,123.21
HGWY TRAFFIC CALMING	35,000.00	CLD	165.54	-	-	-	165.54	-	-
DRAINAGE IMPROVEMENTS	200,000.00		7,049.67	1,943.11	5,107.00	-	-	(0.89)	5,106.11
PARKLAND / CHARLES ATM 2014	75,000.00		57,272.20	-	-	-	-	57,272.20	57,272.20
CULVERT REPAIRS ATM 2014	100,000.00		82,160.00	220.00	-	81,940.00	-	-	81,940.00
FY 16 ROAD CONSTRUCTION	300,000.00		-	-	-	-	-	-	-
FY 16 TRANSFER ST CULVERT REPAIR	100,000.00		100,000.00	-	-	-	-	100,000.00	100,000.00
FY 16 DPW LIGHT TRUCKS	75,000.00	CLD	106.00	-	-	-	106.00	-	-
FY 16 DPW TRUCKS	90,000.00		-	-	-	-	-	-	-
FY 16 DPW P-34 CHIPPER	60,000.00	CLD	1,097.00	-	-	-	1,097.00	-	-
FY 16 DPW SMALL EQUIPMENT	70,000.00		-	-	-	-	-	-	-
FY 16 DPW HEAVY DUTY EQUIPMENT	80,000.00	CLD	31.50	-	-	-	31.50	-	-
FY 16 RT 30 and RT 27 Easement	101.00	CLD	101.00	-	-	-	101.00	-	-
FY 18 ROAD CONSTRUCTION	600,000.00		-	600,000.47	371,095.58	2,831.09	-	226,073.80	228,904.89
FY 18 DPW TRACTOR-H6	190,000.00		190,000.00	188,810.65	-	-	-	1,189.35	1,189.35
FY 18 CEMETERY ROAD	185,000.00		-	185,000.00	185,000.00	-	-	-	-
FY 18 DPW DUMP TRUCK H-4	95,000.00		-	95,000.00	94,828.75	-	-	171.25	171.25
FY 18 DPW DUMP H-13	65,000.00		-	65,001.09	36,853.00	-	-	28,148.09	28,148.09
FY 18 CULVERT REPAIR	100,000.00		100,000.00	-	-	100,000.00	-	-	100,000.00
FY 17 SHED UPGRADE CONSERV	30,000.00		30,000.00	-	-	-	-	30,000.00	30,000.00
TF STATION CAPPING	850,000.00	CLD	331.86	-	-	-	331.86	-	-
FY 17 LIGHT TRUCKS DPW	90,000.00		-	-	-	-	-	-	-
FY 17 SMALL SWAP LOADER	220,000.00		-	-	-	-	-	-	-
CEMETERY EXPANSION ATM 2014	200,000.00		94,734.85	73,482.56	-	-	-	21,252.29	21,252.29
FY 17 ROAD CONSTRUCTION	775,000.00		573,504.44	573,504.00	-	-	-	0.44	0.44
FY 17 CEMETERY EXPANSION	50,000.00		50,000.00	40,000.00	-	-	-	10,000.00	10,000.00
FY 17 LIGHT TRUCKS FY 17	90,000.00		-	-	-	-	-	-	-
FY 17 SMALL EQUIPMENT	70,000.00		-	-	-	-	-	-	-
FY 17 HEAVY EQUIPMENT	225,000.00	CLD	27.79	-	-	-	-	27.79	27.79
FY 17 SWAP LOADER	220,000.00	CLD	4,900.00	-	-	-	-	4,900.00	4,900.00
FY 18 SYNTHETIC FIELD LOKER	154,000.00		-	154,000.00	39,200.00	99,207.00	-	15,593.00	114,800.00
FY 17 TRANSFER ST COMPACTOR	40,000.00		40,000.00	-	40,000.00	-	-	-	-
FY 18 TRANSFER ST ACCESS ROAD	1,625,360.00		1,625,360.00	26,086.00	36,003.00	-	-	1,563,271.00	1,599,274.00
FY 16 STM ENERGY RESILIENCE	29,403.00		29,403.00	9,250.00	-	-	-	20,153.00	20,153.00
FY 16 STM LIBRARY DESIGN	150,000.00		35,180.53	26,405.00	-	8,400.00	-	375.53	8,775.53
FY 16 COA FEASIBILITY STUDY	150,000.00		111,799.21	25,138.24	16,750.00	-	-	69,910.97	86,660.97
FY 17 SEWER BETTERMENT LIBRARY	56,000.00		56,000.00	-	-	-	52,292.00	3,708.00	3,708.00
FIELD IMPROVEMENTS ATM 2014	75,000.00		12,019.79	-	-	-	-	12,019.79	12,019.79
FY 16 RECREATION FIELD MAINT	75,000.00		24,057.58	14,429.00	-	4,300.00	-	5,328.58	9,628.58
FY 17 HAPPY HOLLOW PLAYGROUND	100,000.00		3,844.76	-	-	-	-	3,844.76	3,844.76
BEACH HOUSE	130,000.00	CLD	-	-	-	-	-	-	-
CEMETERY SITE IMPROVEMENTS	100,000.00		10,707.18	-	-	-	-	10,707.14	10,707.14
BEACH IMPROVEMENTS	75,000.00	CLD	540.41	-	-	-	540.61	(0.00)	(0.00)
RECREATION FIELD IMP 2013	85,000.00		36,963.53	20,271.00	13,584.00	-	-	3,109.03	16,693.03
FY 17 REC FACILITIES PLAN	60,000.00		60,000.00	40,823.00	-	13,176.00	-	6,001.00	19,177.00
			4,887,703.00	3,881,255.38	3,700,928.03	430,136.17	273,925.09	4,357,967.20	4,774,927.37

FUND 41-SCHOOL CAPITAL		Prior Year Balances	Revenues	Expenditures	Encumbrances	(OFS)/OFU	Balance	Encumbrance / Unencumbered
FY 18 HS DESIGN			202,000.00	53,760.00	136,937.00		11,303.00	148,240.00
FY 17 HAPPY HOLLOW PHONE			-	-	-		7,426.61	7,426.61
FY 17 CLAYPIT FURNITURE	50,000.00 CLD	7,426.61	-	-	-		-	-
FY 17 HAPPY HOLLOW FURNITURE	25,000.00 CLD	2,331.88	-	-	-		2,331.88	2,331.88
FY 17 LOKER FURNITURE	35,000.00	14,961.88	-	10,043.00	4,734.00		184.88	4,918.88
FY 17 FOOD SERVICE EQUIPMENT	60,000.00	53,950.00	-	-	-		53,950.00	53,950.00
FY 17 CUSTODIAL EQUIPMENT	50,000.00 CLD	438.71	-	-	-		438.71	438.71
FY 17 HAPPY HOLLOW FLOOR TILE	65,000.00	62,155.00	-	28,231.00	24,887.00		9,037.00	33,924.00
FY 17 LOKER TILE	65,000.00	65,000.00	-	11,925.00	43,500.00		9,575.00	53,075.00
FY 17 LOKER DOOR AND WINDOW	1,900,000.00	138,817.55	1,165,108.00	117,160.76	1,682,901.00		(486,136.21)	1,186,764.79
FY 18 MIDDLE SCHOOL TILE	150,000.00	-	150,000.97	50,585.00	1,725.00		97,690.97	99,415.97
FY 18 HAPPY HOLLOW FS EQUIP	60,000.00	-	60,000.00	-	-		60,000.00	60,000.00
FY 18 CLAYPIT PHONE UPGRADE	50,000.00	-	50,000.00	49,788.00	-		212.00	212.00
FY 18 CUSTODIAL EQUIPMENT	30,000.00	-	30,000.00	27,693.07	-		2,306.93	2,306.93
CLAYPIT FLOOR TILE ATM 2014	36,000.00 CLD	1,174.00	-	-	-	1,174.00	-	-
CLAYPIT DOORS / WINDOWS ATM 2014	1,110,000.00 CLD	(356,295.19)	-	500.54	28,510.00		(385,305.73)	(356,795.73)
FY 16 CLAYPIT DOOR AND WINDOW	690,000.00 CLD	398,951.82	-	-	-		398,951.82	398,951.82
HAPPY HOLLOW ART ROOM ATM 2014	20,000.00	-	-	-	-		-	-
HAPPY HOLLOW FLOOR TILE ATM 2014	110,000.00 CLD	2,970.86	-	-	-	2,970.86	0.00	0.00
MIDDLE SCHOOL WINDOWS ATM 2014	250,000.00 CLD	(224,585.91)	-	-	1,136.59		(225,722.50)	(224,585.91)
FY 16 MIDDLE SCHOOL WINDOWS	250,000.00 CLD	250,000.00	-	-	-		250,000.00	250,000.00
MIDDLE SCHOOL AIR COND ATM 2014	70,000.00	70,000.00	-	-	-		70,000.00	70,000.00
LOKER SECURITY ATM 2014	45,000.00 CLD	6,556.97	-	-	-	6,556.97	(0.00)	(0.00)
FY 08 HH WINDOW REPLACEMENT	CLD	-	125,981.00	-	-		125,981.00	125,981.00
LOKER KITCHEN ATM 2014	211,400.00	199,981.59	-	-	(8,450.00)		208,431.59	199,981.59
FY14 BUILDING REPAIRS SP TM 2013	205,000.00	-	-	-	-		-	-
FY13 CAPITAL EQUIPMENT-OTHER	110,000.00 CLD	128.70	-	-	-	128.70	-	-
FY14 CAPITAL EQUIPMENT SP TM 2013	60,000.00 CLD	1,176.53	-	-	-	1,176.53	0.00	0.00
CLAYPIT FURNITURE AMT 2014	35,000.00 CLD	4,363.12	-	-	-	4,363.12	(0.00)	(0.00)
HAPPY HOLLOW FURNITURE 2014	35,000.00 CLD	5,086.47	-	-	-	5,086.47	0.00	0.00
MIDDLE SCHOOL FURNITURE 2014	25,000.00 CLD	400.00	-	-	-	400.00	-	-
FY 16 PHONE UPGRADE	39,000.00 CLD	4,260.08	-	-	-	4,260.08	-	-
FY 16 CLAYPIT FURNITURE	35,000.00 CLD	3,155.11	-	-	-	3,155.11	-	-
FY 16 HAPPY HOLLOW FLOOR TILE	62,100.00 CLD	7,917.42	-	-	-	7,917.42	-	-
FY 16 HAPPY HOLLOW ART / CAFÉ ROOM	195,000.00	126,782.23	-	126,687.29	-		94.94	94.94
FY 16 HAPPY HOLLOW PAVING	52,000.00 CLD	52,000.00	-	-	-	52,000.00	-	-
FY 16 HAPPY HOLLOW FURNITURE	35,000.00 CLD	2,109.63	-	-	-	2,109.63	-	-
FY 08 HH BUILDING REPAIRS	CLD	-	218,174.00	-	-		218,174.00	218,174.00
FY 16 LOKER TILE REPLACEMENT	110,000.00	73,908.00	-	29,565.00	-		44,343.00	44,343.00
FY 16 LOKER FURNITURE	35,000.00 CLD	371.28	-	-	-	371.28	-	-
FY 16 LOKER WIRING	120,000.00 CLD	14,748.89	-	-	-	14,748.89	-	-
FY 16 MIDDLE SCHOOL FURNITURE	25,000.00 CLD	8,642.80	-	-	-	8,642.44	0.36	0.36
HIGH SCH RENOVATIONS/PLANNING		2,798,212.00	-	8,665.00	18,874.00		2,770,673.00	2,789,547.00
FY 16 FIRE OFFICER VEHICLE	55,000.00	-	-	-	-		-	-
		3,797,098.03	2,001,263.97	514,603.66	1,934,754.59	115,061.50	3,233,942.25	5,168,696.84

FUND 42-WATER CAPITAL		Prior Year Balances	Revenues	Expenditures	Encumbrances	(OFS)/OFU	Balance	Encumbrance / Unencumbered
TANK REPAIR FY 08			65,063.00	-	-		65,063.00	65,063.00
PUMP STATION ATM 2014			-	-	-		-	-
PEMBERTON RD UPGRADE		59,988.00	-	-	-		59,988.00	59,988.00
FY 16 WATER VEHICLES	60,000.00	12,933.41	-	-	-		12,933.41	12,933.41
FY 16 WATER MAIN REPLACEMENT	700,000.00	69,268.86	-	69,268.00	-		0.86	0.86
FY 16 WATER METER REPLACEMENT	200,000.00	200,000.00	-	-	-		200,000.00	200,000.00
FY 17 WATER METERS	200,000.00	200,000.00	-	-	-		200,000.00	200,000.00
FY 17 WATER TANK CLEANING	250,000.00	235,300.00	-	153,545.00	-		81,755.00	81,755.00
FY 17 PUMP STATION UPGRADE	525,000.00	496,340.35	-	277,189.00	-		219,151.35	219,151.35
FY 17 STONEBRIDGE RD WATER MAIN	936,000.00	930,254.94	-	751,357.00	169,291.00		9,606.94	178,897.94
FY 17 WATER MAIN REPLACEMENT	750,000.00	658,357.37	-	91,325.00	187,693.00		379,339.37	567,032.37
FY 18 WATER MAIN	700,000.00	-	700,000.00	-	-		700,000.00	700,000.00
FY 18 WELL CLEANING	65,000.00	-	65,000.00	43,900.00	-		21,100.00	21,100.00
FY 18 WATER TANK STUDY	50,000.00	-	50,000.00	21,822.00	2,677.00		25,501.00	28,178.00
FY 18 PILOT STUDY	110,000.00	-	110,000.00	21,422.00	88,577.00		1.00	88,578.00
FY 18 107 SUDBURY ROAD	100,000.00	-	100,000.00	59,341.00	-		40,659.00	40,659.00
		2,862,442.93	1,090,063.00	1,489,169.00	448,238.00	-	2,015,098.93	2,463,336.93

	Prior Year Balances	Revenues	Expenditures	Encumbrances	(OFS)/OFU	Balance 3/31/2014	Encumbrance / Unencumbered
BUILDING RENOVATIONS	239,741.95	-	-	18,457.45		221,284.50	239,741.95

Town of Wayland, Massachusetts Water Enterprise Fund Fiscal 2018 Quarterly Report, 06/30/2018						
	Fiscal 2018 Budget	Fiscal 2018 Actual	% Budget Collected / Expended	\$ Variance Budget / Actual	Fiscal 2017 Actual	\$ Variance FY 18 / FY 17
REVENUES						
<i>Operating Revenue:</i>						
Penalties and Interest	24,500	27,147	110.80%	2,647	16,794	10,353.00
Water Meter Charges	3,691,202	3,217,623	87.17%	(473,579)	2,647,831	569,792.00
Liens	0	115,559	0.00%	115,559	57,042	58,517.00
Water Administration Fee	200,000	308,017	154.01%	108,017	195,729	112,288.00
Water Service Order	40,000	15,349	38.37%	(24,651)	34,814	(19,465.00)
Misc. Revenue	50,000	42,760	85.52%	(7,240)	14,075	28,685.00
Interest on Savings		6,312	0.00%	6,312	4,345	1,967.00
Total	4,005,702	3,732,767	93.19%	(272,935)	2,970,630	762,137.00
EXPENDITURES						
<i>Operating Expenditures:</i>						
Personal Services	719,600	658,889	91.56%	60,711	452,755	206,134.00
Expenditures	1,569,617	1,185,264	75.51%	384,353	783,038	402,226.00
Funded Debt	1,331,350	1,322,861	99.36%	8,489	1,069,781	253,080.00
Indirect Fringe Transfers to GF	381,660	381,660.00	100.00%	0	-	(381,660.00)
Indirect Fringe Transfers to GF and OPEB	3,475	3,475.00	100.00%	0	-	(3,475.00)
Total	4,005,702	3,552,149	88.68%	453,553	2,305,574	476,305.00
OTHER FINANCING TRANSFERS TO WATER CAPITAL						
<i>Other Financing Uses:</i>						
Transfers to Capital Projects / Unbudgeted expense	325,000	390,063	120.02%	(65,063)	450,000	59,937.00
Total	325,000.00	390,063.00		(65,063.00)	450,000.00	59,937.00
<i>Other Financing Sources:</i>						
Water Surplus to Fund 42	325,000.00	-	-	0	0	-
Water Surplus to Fund 42-FY 2008 Project	-	-	-	0	-	-
Water Revenue to General Fund	-	-	-	-	-	-
Total YTD Revenues	4,330,702	3,732,767	86.19%	(597,935)	2,970,630	762,137.00
Total YTD Expenditures	4,330,702	3,942,212	91.03%	388,490	2,755,574	1,186,638.00

Town of Wayland, Massachusetts Wastewater Enterprise Fund Fiscal 2018 Quarterly Report , 06/30/2018						
	Fiscal 2018 Budget	Fiscal 2018 Actual	% Budget Collected / Expended	\$ Variance Budget / Actual	Fiscal 2017 Actual	\$ Variance FY 18 / FY 17
<i>Operating Revenue:</i>						
Penalties and Interest	-	443	0.00%	443	1,090	(647)
Wastewater User Charges	241,688	202,864	83.94%	(38,824)	216,276	(13,412)
Liens		3,392	0.00%	3,392	6,601	(3,209)
Betterments	283,441	22,383	7.90%	(261,058)	14,047	8,336
Betterment Interest	187,615	3,357	1.79%	(184,258)	2,378	979
Betterment paid in advance	-	-	0.00%	0	-	0
Unapportioned WW betterment TC	-	24,336	0.00%	24,336	25,052	(716)
Unapportioned WW betterment TC-int	-	1,065	0.00%	1,065	683	382
WW Betterment TC RE	-	191,454	0.00%	191,454	100,052	91,402
WW Betterment TC Int	-	157,457	0.00%	157,457	89,701	67,756
Interest on Savings	-	6,731	0.00%	6,731	3,266	3,465
Misc. revenue	-	127,068	0.00%	127,068	12,705	114,363
Total	712,744	740,550	103.90%	27,806	471,851	268,699
<i>Operating Expenditures</i>						
Personal Services	29,555	28,555	0.00%	1,000	19,318	9,237
Expenditures	212,132	216,589	102.10%	(4,457)	80,057	136,532
Funded Debt	471,057	453,920	96.36%	17,137	477,471	(23,551)
Total	712,744	699,064	98.08%	13,680	576,846	122,218
<i>Other Financing Sources / (Uses)</i>						
Transfers to General Fund	-	-	0.00%	-	-	-
	35,000	-	-	-	-	-
Total	35,000.00	-	0.00%	-	-	-
Total YTD Revenues	747,744	740,550	99.04%	27,806	471,851	268,699
Total YTD Expenditures	747,744	699,064	93.49%	13,680	576,846	122,218

Town Revolving / Grants		Balance July 1, 2017	Transfers/ Adjustments	Revenues	Expenditures	Transfers IN	Transfers Out	Encumbrances	Balance June 30, 2018
TC RESIDENTIAL DWELLING - \$40k	1 D	953,004.00	-	-	1,258.69	-	-	-	951,745.31
TC PARKING LOT - \$120k	1 D	120,000.00	-	-	-	-	-	-	120,000.00
TC BIKE TRAIL- \$250k	1 D	250,000.00	-	-	-	-	-	-	250,000.00
TOWN CENTER GIFT	1 D	2,255.99	-	-	-	-	-	-	2,255.99
RAYTHEON ENVIRONMENT	1 D	133.00	-	-	133.00	-	-	-	-
TOWN CENTER REVOLVING	1 D	27,730.00	-	253.21	-	-	-	-	27,983.21
RAIL TRAIL GIFTS/DONATIONS	1 D	3,590.39	-	1,000.00	-	-	-	-	4,590.39
WAVELAND GIFTS	1 D	646.40	-	-	-	-	-	-	646.40
COMMUNITY COMPACT GRANT FY 17	4 SG	22,500.00	-	7,500.00	30,000.00	-	-	-	-
MASS CENTRAL RAIL TRAIL FY 17	4 SG	(30,611.00)	-	70,000.00	39,389.00	-	-	-	-
MASS CEC STATE GRANT FY 17	4 SG	2,464.00	-	-	2,446.07	-	-	-	-
BEAUTIFICATION	1 D	3,915.00	-	-	-	-	-	-	17.93
FLEX ADMIN	1 D	87,403.87	-	-	-	-	-	-	3,915.00
ELECTION REIMBURSEMENT	1 D	18,876.00	-	6,917.00	-	-	-	-	87,403.87
TAX TITLE CHP 390	1 D	(2,060.00)	-	-	-	-	-	-	25,793.00
I.T. NETWORK	1 D	19,735.00	-	-	(1,105.00)	-	-	-	(955.00)
HAY BALES	1 D	27.50	-	-	-	-	-	-	19,735.00
RECEIPT RES CONCOM RECEIPTS	1 D	118,006.68	-	-	-	-	-	-	27.50
CONSERVATION GIFTS	1 D	44,875.33	-	-	570.00	-	-	6,000.00	118,006.68
WETLAND FILING FEE	1 D	49,300.00	-	5,575.00	4,054.00	-	-	-	36,305.33
GREEN COMMUNITIES	1 G	5,708.00	-	-	-	-	-	-	50,821.00
GREEN COMMUNITIES II	1 G	-	-	85,000.00	78,610.15	-	-	189,755.23	5,708.00
HIST COMMISSION MARKERS	1 D	4,196.15	-	-	-	-	-	-	4,196.15
DUDLEY GRANT	1 D	37,454.00	-	-	-	-	-	-	37,454.00
VETERAN'S MEMORIAL DONATIONS	1 D	14,351.00	-	387.17	-	-	-	-	14,738.17
CAF PLAN	1 D	183,164.00	-	267,198.26	249,129.94	-	-	-	201,232.32
POLICE GIFTS	2 D	2,242.68	-	550.00	634.17	-	-	-	2,158.51
POLICE FID ACCT	2 D	16,894.00	-	12,800.00	15,115.60	-	-	-	14,578.40
GOVERNERS HIGHWAY SAFETY	2 D	-	-	4,256.26	-	-	-	-	4,256.26
EMPG GRANT	2 G	(6,492.00)	-	3,220.00	3,298.76	-	-	-	(6,570.76)
POLICE DETAIL	2 D	20,244.00	-	656,288.50	636,790.00	-	-	-	39,742.50
OWNER TECH GRANT	2 D	(4,470.87)	-	-	-	-	-	-	(4,470.87)
POLICE TRUST FUND	2 D	200.00	-	-	-	-	-	-	200.00
POLICE EVIDENCE	2 D	7,901.00	-	-	-	-	-	-	7,901.00
FIRE/AMBULANCE GIFTS	2 D	707.00	-	100.00	8,763.15	-	-	-	807.00
FIRE DEPT-SAFE	2 G	8,879.00	-	-	-	-	-	-	115.85
FIRE FEDERAL GRANT	4 FG	55.27	-	-	-	-	-	-	55.27
FIRE CO DETECTORS/GIFTS	2 D	34.64	-	-	-	-	-	-	34.64
AMBULANCE RECEIPTS	2 D	1,070,106.00	-	635,117.72	74,494.56	-	1,060,000.00	-	570,729.16
STATE 911 GRANT	2 D	57,525.00	-	3,804.77	61,167.00	-	-	-	162.77
HIGHWAY GIFTS	4 D	43.87	-	-	-	-	-	-	43.87

Town Revolving / Grants		Balance July 1, 2017	Transfers/ Adjustments	Revenues	Expenditures	Transfers IN	Transfers Out	Encumbrances	Balance June 30, 2018
4	D	50,828.00	-	23,022.00	6,123.00	-	-	-	67,727.00
		3,287.67	-	-	-	-	-	-	3,287.67
4	D	88,295.00	-	326,067.74	375,025.95	-	-	164,100.00	(164,100.00)
4	D	32,220.00	-	-	-	-	37,374.00	-	1,962.79
4	D	7,400.00	-	4,550.00	11,656.93	-	-	-	32,220.00
4	SG	-	-	-	-	-	-	-	293.07
4	SG	-	-	-	-	-	-	-	-
5	D	38,870.00	-	8,246.70	16,259.00	-	-	-	30,857.70
5	D	70,099.00	-	44,397.21	42,147.06	-	-	-	72,349.15
5	D	343.00	-	-	(269.71)	-	-	-	612.71
4	SG	-	-	4,391.06	4,391.06	-	-	-	-
4	SG	-	-	3,000.00	3,000.00	-	-	-	-
5	D	76,964.00	-	28,592.62	31,235.21	-	-	-	74,321.41
5	D	32,490.00	-	5,757.00	4,593.29	-	-	-	33,653.71
5	G	47,824.00	-	29,595.00	18,658.68	-	-	-	58,760.32
5	G	500.00	-	-	-	-	-	-	500.00
6	G	35,737.00	-	14,492.39	2,910.85	-	-	107.01	47,211.53
6	G	2,775.00	-	2,925.40	2,677.36	-	-	-	3,023.04
6	G	17,333.00	-	2,848.54	997.33	-	-	-	19,184.21
6	D	219,463.96	-	-	13,274.96	-	206,189.00	-	-
6	D	2,499.00	-	6.13	-	-	-	-	2,505.13
6	D	124,395.00	-	5,505.00	-	-	120,000.00	-	9,900.00
6	D	699,322.00	-	752,203.35	833,550.00	-	30,242.00	35,250.00	552,483.35
6	D	13,047.59	-	-	-	-	-	-	13,047.59
6	D	450.95	-	-	-	-	-	-	450.95
6	D	34,684.00	-	2,225.00	13,305.93	-	7,666.00	11,852.45	4,084.62
6	D	-	-	282,338.50	17,997.14	156,189.00	-	-	420,530.36
6	G	5,821.00	-	4,500.00	5,634.62	-	-	-	4,686.38
6	G	150.00	-	-	-	-	-	-	150.00
9	D	101,719.49	-	4,171.98	(12,372.44)	-	-	-	118,263.91

	Balance July 1, 2017	Transfers/ Adjustments	Revenues	Expenditures	Transfers Out	Encumbrances	Balance June 30, 2018
SCHOOL REVOLVING / GRANTS							
BASE	552,013.97	-	1,375,413.77	1,083,440.00	231,646.00	15,172.37	597,169.37
PEGASUS	331,309.48	-	280,018.31	393,922.13	609.00	9,145.94	207,650.72
TCW	189,753.38	-	928,226.93	724,197.39	252,332.00	855.00	140,595.92
TUTORING	22,244.32	-	104,628.50	106,847.82	-	-	20,025.00
ENRICHMENT	142,230.90	-	31,456.54	35,170.09	71.00	-	138,446.35
FULL DAY KINDERGARTEN	43,787.40	-	592,542.00	550,071.00	48,984.00	-	24,252.54
SCHOOL LUNCH	229,484.02	-	1,263,199.00	929,862.13	258,263.00	13,021.86	304,557.89
ATHLETICS	600.00	-	296,862.07	289,547.18	-	-	7,914.89
COACH	9,205.49	-	7,800.00	2,271.64	-	-	14,733.85
OTHER CONTRACT	10,146.45	-	6,055.00	16,084.84	-	-	116.61
ICE HOCKEY	7,446.72	-	70,024.32	43,380.97	-	9,000.00	25,090.07
HS PARKING FEES	12,543.55	-	52,682.00	60,522.20	-	-	4,703.35
INSTRUMENTAL MUSIC FEES	31,731.98	-	60,196.25	72,728.20	-	-	19,200.03
TRANSPORTATION FEES	301,210.78	-	318,716.15	350,871.18	-	11,577.70	257,478.05
BUILDING USE	17,362.65	-	51,981.00	67,339.10	224.00	-	1,780.55
WPSF	1,977.95	-	37,197.95	37,197.95	-	-	1,977.95
METCO REVOLVING	49,873.01	-	24,424.75	72,764.49	-	195.96	1,337.31
GENERAL GIFTS	12,623.72	-	75.00	1,397.02	-	-	11,301.70
PROF DEV REVOLVING	16,354.54	-	5,785.00	3,122.12	-	-	19,017.42
CURRICULUM	7,315.80	-	276.00	-	-	-	7,591.80
HIGH SCHOOL LOST BOOKS	979.21	-	2,972.63	969.42	-	-	2,982.42
ERATE ACCOUNT	25,582.06	-	-	25,582.06	-	-	-
THEATER ARTS REVOLVING	-	-	4,440.00	4,840.00	-	-	(400.00)
HIGH SCHOOL GIFT	2,732.24	-	2,517.83	813.27	-	-	4,436.80
MIDDLE SCHOOL GIFT	6,633.65	-	5,194.84	5,282.30	-	313.95	6,232.24
CLAYPIT HILL GIFT	1,810.54	-	4,810.53	2,994.98	-	-	3,626.09
HAPPY HOLLOW GIFT	2,713.59	-	6,762.64	6,512.06	-	70.00	2,894.17
LOKER GIFT	486.47	-	4,423.38	749.73	-	-	4,160.12
CHILDREN'S WAY GIFT	4,641.97	-	1,731.91	375.82	-	-	5,998.06
MIDDLE SCHOOL LOST BOOKS	4.92	-	320.94	303.23	-	-	22.63
CLAYPIT HILL LOST BOOKS	38.09	-	339.45	-	-	-	377.54
HAPPY HOLLOW LOST BOOKS	142.82	-	25.00	116.64	-	-	51.18
LOKER LOST BOOKS	-	-	60.69	-	-	-	60.69
GOSSELS ACADEMIC	0.00	-	-	-	-	-	0.00
HS STUDENT COMPUTER MAINTENANCE	62,493.43	-	34,318.00	42,770.70	-	14,371.51	39,669.22
MS LAPTOP MAINTENANCE	10,114.58	-	36,509.65	15,449.62	-	2,013.98	29,160.63
LAUREN DUNNE ASTLEY MEMORIAL	123.53	-	-	-	-	-	123.53
SPED CIRCUIT BREAKER	534,246.48	-	408,966.00	650,316.00	-	-	292,896.48

	Balance July 1, 2017	Transfers/ Adjustments	Revenues	Expenditures	Transfers Out	Encumbrances	Balance June 30, 2018
SCHOOL REVOLVING / GRANTS							
FY 16 METCO	-	-	567,792.00	754,492.64	-	-	(186,700.64)
FY16 94-142 (IDEA)	66,793.51	-	530,060.00	604,357.24	-	1,646.49	(9,150.22)
FY16 SPED PROG IMPROVEMENT	2,664.13	-	9,792.00	12,456.13	-	-	0.00
FY 15 TTLE 11A	2,966.76	-	27,259.00	43,519.00	-	-	(13,293.24)
FY15-FY 19 SUBSTANCE ABUSE PREVE	(33,259.57)	-	-	88,465.10	-	3,136.62	(124,861.29)
FY09 SUBSTANCE ABUSE PREVE	578.55	-	-	-	-	-	578.55
SUPPLIES - CLAS							
FY15 TITLE I	332.02	-	85,446.00	84,069.58	-	-	1,708.44
SPED TRANSITION	1,438.00	-	10,062.00	11,500.00	-	-	-
EARLY CHILDHOOD	-	-	11,653.00	11,653.00	-	-	-
EARLY CHILDHOOD IMPROVEMENT	2.12	-	-	2.12	-	-	(0.00)
TITLE IV/A	-	-	2,006.00	2,006.00	-	-	-
HS STUDENT ACTIVITY							
HS STUDENT ACTIVITY	170,395.61	-	238,932.00	260,456.08	-	-	148,871.53
TESTING-PAYROLL	4,237.17	-	51,644.00	48,946.80	-	-	6,934.37
MS STUDENT ACTIVITY	147,491.03	-	210,440.55	270,068.14	-	-	87,863.44
CH STUDENT ACTIVITY	11,429.85	-	22,226.91	24,260.25	-	-	9,396.51
HH STUDENT ACTIVITY	20,656.60	-	29,044.76	21,912.95	-	-	27,788.41
LO STUDENT ACTIVITY	9,361.25	-	16,246.74	17,610.54	-	-	7,997.45
	3,047,046.72	-	7,833,558.99	7,853,588.85	792,129.00	80,521.38	2,154,366.48
						Enc plus EB	2,234,887.86
						at 07/31/17	(3,047,046.96)

Community Preservation Fund	Balance July 1, 2017	Transfers/ Adjustments	Revenues	Expenditures	Transfers Out	Encumbrances	Balance June 30, 2018
DOCUMENT PRESERVATION	232.00	(232.00)	-	-	-	-	-
STONEBRIDGE RD KAYAK FY 18	-	75,000.00	-	-	-	-	75,000.00
SWQC WEED MGMT	-	-	-	-	-	-	-
WAYLAND DEPOT FY 18	-	90,000.00	-	-	-	-	90,000.00
CPA ADMIN	13,688.00	25,000.00	-	10,340.00	-	-	28,348.00
NIKE SITE - SILOS	-	-	-	-	-	-	-
RAILROAD FREIGHT HOUSE	0.89	-	-	-	-	-	0.89
RAIL TRAIL	-	-	-	-	-	-	-
VOKES THEATRE	-	-	-	-	-	-	-
MAINSTONE FARM	-	-	-	-	-	-	-
BOSTON POST RD PRE-PERMITTING	829.00	-	-	-	-	-	829.00
STONEBRIDGE RD-AFFORDABLE HOUSING	-	-	-	-	-	-	-
LOKER FIELD ART 14	63,583.00	(63,583.00)	-	-	-	-	-
COCHITUATE APPARTMENTS	124,009.00	-	-	-	-	-	124,009.00
NORTH CEMETERY	-	-	-	-	-	-	-
FIRST PARRISH CHURCH	-	-	-	-	-	-	-
OPEN SPACE REC STM 2015	2,000.00	-	-	-	-	2,000.00	-
WAYLAND HOUSING TRUST	-	-	-	-	-	-	-
DUDLEY WOODS ATM 2015	72,495.00	-	-	4,350.00	-	5,000.00	63,145.00
CENTRAL RAILROAD TRAIL ATM 2015	1,763.00	-	-	308.00	-	-	1,455.00
HEARD FARM ATM 2015	35,000.00	-	-	-	-	-	35,000.00
STONEBRIDGE ROAD ATM 2015	58,250.00	-	-	-	-	-	58,250.00
STONEBRIDGE PROJECT ATM 2015	466,381.00	-	-	29,167.83	-	32,400.35	404,812.82
OXBOW ROAD ATM 2015	10,900.00	-	-	7,700.00	-	3,200.00	-
RESTORE MONUMENTS ATM 2016	60,640.00	-	-	45,440.00	-	-	15,200.00
MAINSTONE FARM ATM 2016	-	-	-	-	-	-	-
COCHITUATE TOWN CLOCK ATM 2016	30,220.00	-	-	30,200.00	-	-	20.00
WAYLAND TRUST ATM 2017	-	-	-	-	-	-	-
MAINSTONE FY 2018 DEBT SERVICE	411,111.00	371,486.00	-	371,486.00	-	-	411,111.00
DUDLEY WOODS ATM 2017	50,000.00	-	-	-	-	-	50,000.00
MELLEN LAW OFFICE ATM 2017	30,000.00	-	-	-	-	-	30,000.00
HIRE CONSULTANT ATM 2017	20,000.00	-	-	-	-	-	20,000.00
ATHLETIC FIELD OXBOW ATM 2017	300,000.00	-	-	-	-	-	300,000.00
BRADFORD HALL ATM 2017	80,000.00	-	-	-	-	-	80,000.00
PILLAR CASTLGATE FY 18	-	12,000.00	-	-	-	-	12,000.00
HIGH SCHOOL TENNIS FY 18	-	126,000.00	-	66,640.00	-	44,506.00	14,854.00
DUDLEY WOODS FY 18	-	18,000.00	-	-	-	-	18,000.00
WAYLAND TRUST FUND FY 18	-	96,620.00	-	96,620.00	-	-	-
WESTON AQUEDUCT FY 18	-	98,000.00	-	-	-	-	98,000.00
LIBRARY ROTUNDA WINDOW FY 18	-	30,000.00	-	-	-	-	30,000.00
IMPROVE MEMORIALS & MONUMENTS	4,000.00	(4,000.00)	-	-	-	-	-
FY 18 ACTIVITY			976,189.54	662,251.83	-	-	313,937.71
BEGINNING PROJECT BALANCES	1,835,101.89	874,291.00					2,709,392.89
BEGINNING UNDESIGNATED FUND BAL	1,046,495.11	(874,291.00)				87,106.35	172,204.11
TOTAL BEG FUND BALANCE	2,881,597.00						

Trust Funds (83 , 84 , 85 , 86)	Balance July 1, 2017	Transfers/ Adjustments	Revenues	Expenditures	Transfers In	Transfers Out	Encumbrances	Balance June 30, 2018
STABILIZATION FUND	-	1,936,231.66	(7,236.83)	-	1,187,601.00	-	-	3,116,595.83
NON-INSURANCE FUND	-	1,187,601.25	-	-	-	1,187,601.25	-	-
RECREATION STABILIZATION	-	342,618.00	-	154,000.00	-	-	-	188,618.00
OPEB	-	15,002,193.75	1,442,926.00	-	243,284.00	-	-	16,688,403.75
VANGUARD TRUST	-	3,617,554.24	250,255.00	83,412.07	-	-	-	3,784,397.17
WAYLAND HOUSING TRUST	-	1,200,402.11	8,982.52	456,059.30	96,620.00	-	-	849,945.33
Fund 83 & 84 & 85 & 86	-	23,286,601.01	1,694,926.69	693,471.37	1,527,505.00	1,187,601.25	-	24,627,960.08

EDUCATION AND LIBRARY

SCHOOL COMMITTEE

Personal and civic responsibility, love of learning, and empathy for others: these are the qualities that the Wayland Public Schools seek to instill in its students. At its core, our mission is to provide a rigorous and stimulating academic environment that promotes the acquisition of knowledge and skills. Yet we deem it equally important to nurture self-confident, collaborative, and conscientious individuals. We strive to create a climate where risk-taking is safeguarded, open expression is encouraged, and free association is protected. Our goal is to advance our students' growth into principled, informed, and capable citizens who will help guide a democracy that follows humanitarian principles in the global forum, and shape a just society where individuals may reach their full potential.

-- Wayland Public Schools' Mission Statement

OVERVIEW

During the 2017-18 school year, the School Committee worked with the new Superintendent, Arthur Unobskey, and the rest of the faculty and staff to educate our students to their full potential, supporting both their academic and social/emotional growth. 2017-18 was a year of transition. Through his work with the Administrative Counsel regarding the best direction for the Wayland Schools, Superintendent Unobskey and the administration have continued the district's implementation of our UNITED goals. They have also determined to pursue a focus on the impact of these goals reaching our students to achieve elevated academic performance and robust emotional health for each and every child. Their efforts will continue to build on past accomplishments and deepening the mission of the district.

Ongoing central office goals included continued improvement of fiscal operations with an eye towards efficiency, transparency and accountability, a more effective and efficient use of data in all areas, and conducting a review of the School Department's facilities to evaluate the need for care and maintenance over the next five to thirty years. Superintendent Unobskey conducted extensive personnel searches and has hired two new senior administrators, Parry Graham, Ed.D., as Assistant Superintendent of Schools and Richard Whitehead, M.Ed., as Director of Student Services. We welcome these wonderful additions to the senior administration who will take the places of two beloved

administrators who left our district at the end of the 2017-18 school year, Brad Crozier and Marlene Dodyk. Superintendent Unobskey also has asked the School Department Business Administrator, Susan Bottan, to undertake an expanded role in the operation of the Department, becoming the Director of Finance and Operations. Additionally, successful audits of the School Department were conducted by the Department of Secondary and Elementary Education (DESE) and Melanson Heath.

Other significant achievements in the 2017-18 school year included:

- Superintendent Unobskey began his work, reached out to staff, parents and students to become familiar in and with our community and our schools, published and completed his Entry Plan and has become a well known, respected and integrated part of the Wayland Schools.
- The Wayland Schools have committed to adjust school start times starting in September 2019, to enable our secondary school students to begin school later, consistent with established scientific findings that their health is improved by additional sleep. The specific changes to the school schedule are still in process.
- The Plan for the Renovation of the High School Athletic Facilities was reviewed and approved by the School Committee and PMBC, presented to the public for a successful debt exclusion vote, and will be presented for funding to the Wayland taxpayers at Fall Town Meeting in November 2018.

- Solutions to school bus parking have been postponed as not needed until June 2019 at the earliest, because of postponement of the River's Edge Project, and have been narrowed down to the long term goal to find a permanent space on town owned land or leased from the State at the Sudbury Department of Transportation site.
- A significant and unexpected increase in enrollment, and class size and demographics was successfully addressed.
- A new kitchen at the Loker School was funded, and construction began over the summer.
- The Middle School Writing Center has been extremely successful and has become exponentially more popular with the students.
- Susan Botton, the Director of Finance and Operations, was elected to Massachusetts Association of Business Administrators Board of Directors in the spring, 2018.
- A team of administrators participated in RADAR (Resource Allocation and District Action Reports), a pilot program sponsored by DESE, to use data to maximize the district's return on investment and identify efficiencies.

BUDGET FY19 (2018-19)

Operating Budget

The FY19 appropriated budget of \$40,524,035 is designed to educate a projected enrollment of 2,740 students for the 2018-19 school year and represents an increase of 3.49% over the FY18 appropriation. The FY19 Appropriate includes:

\$830,798 in funding for the FY 2018 settled contractual agreements with WTA (Wayland Teachers Association) members, the Custodial Union and WESA (Wayland Educational Secretaries Association) as well as significant additional contractual obligations of the Wayland Schools.

Funding for 5.39 new FTEs costing \$312,000. These new FTEs are needed to maintain class sizes within the Committee's guidelines in the face of fluctuating enrollment, and to comply with the Town's legally mandated obligations. 1.0 of these FTEs is being funded by reallocation existing staffing resources. Enrollment in the Wayland schools increased by 29 students during the FY18 school year.

Funding for 2.40 FTEs costing \$146,511, to enhance academic programs and provide efficiencies in facilities related services, including expanding the WHS Academic Center; providing a building substitute at WMS, and a Wastewater Manager for the WHS wastewater treatment plant.

Funding for an increase in non-personnel expenses of \$78,243 (utilities, transportation and SPED tuition).

The School Department has identified certain educational priorities which will be served by the FY19 budget.

First, it funds priorities for students that are a focus of the coming school year, including:

- Expanding the Academic Center at Wayland High School
- Implementing the Spanish Language Immersion Program
- Maintaining Class Size with Fluctuating Enrollment

In addition, this budget continues a focus and follow through on the initiatives that were successfully begun in the current year, and that will continue to be available for students next year, including:

- The Middle School Writing Center
- Expanded Elementary Guidance Needs
- The Connect Program, Combined English and Social Studies at WHS
- And funding was also provided for the outstanding educational experience for all Wayland students that is a hallmark of our town.
- Maintain Excellent Academic Experience in Core Learning Areas
- Maintain Technology to Support Robust 21st Century Learning
- Provide Efficient and Effective Student Services in Compliance with Applicable Law
- Provide Meaningful and Effective Wellness Education

Over the last several years, in response to fiscal constraints facing the residents of Wayland, the School Committee has sought to balance the importance of maintaining momentum in our educational offerings and technological capabilities with the need to reduce spending to a sustainable level for the town residents. The Committee has

worked closely with Superintendent Unobskey, and the school administration to maximize the efficiency of this educational/fiscal balance. The School District bears a responsibility to spend its dollars wisely in pursuit of its core mission and works diligently to do so. During the budget review process, the Committee engaged in over fifteen meetings with the administration, the Finance Committee and the community to review the Superintendent's Recommended Budget and extensive information provided by the Administration in response to over 100 questions from the Committee and the public.

Capital Budget

The School Committee also made the following capital requests totaling \$290,000:

- \$125,000 to upgrade the telephone system at the Middle School which is not compliant with current safety standards
- \$386,000 to upgrade the wiring network at the Middle School
- \$285,000 to repair the Waste Water Treatment Plant at the High School
- \$295,000 to replace and upgrade the Loker School Kitchen
- \$30,000 to purchase capital equipment, including an auto floor scrubber and polisher to care for the new tile floors at the Middle School

Funding for the Plan for the Renovation of the High School Athletic Facilities was postponed until Fall Town Meeting in November 2018.

In summary, the Wayland School System bears a responsibility to spend its dollars wisely and economically. In preparing this budget, we were cognizant of the fiscal constraints facing our Town residents and the need for sustainable spending on the one hand and the importance of maintaining a robust investment in our schools and providing an innovative and relevant education for our students on the other hand.

CONCLUSION

The 2017-18 school year was one marked by reinforcing our role to prepare our students for an ever changing and often unpredictable world. Wayland's dedicated group of administrators, faculty and staff continue to educate our students at the highest level academically while also helping them become principled, informed and capable citizens in a very complex world. We are incredibly thankful to them as well as the numerous organizations and individuals throughout the Town who play a vital role in supporting our schools. We truly appreciate the partnership that exists between the schools and the Wayland community.

BOARD OF LIBRARY TRUSTEES

Library Budget and Hours

In FY18, the Town granted the Library a budget of \$1,087,446, allowing us to build our collections, increase teen programs modestly, and maintain a library schedule of 67 hours a week most of the year and 60 hours a week in July and August.

Long-range Planning

The Massachusetts Board of Library Commissioners awarded Wayland a \$10.1 million-dollar provisional grant in July 2017 to assist with the costs of constructing a new public library at 195 Main Street near the Wayland Middle School. This award presented an

opportunity to significantly improve library services and spaces, which have been diligently studied and evaluated for more than 15 years through an open, public process. Activities in this fiscal year by the Trustees, the Library Planning Committee, and the staff focused on informing and responding to questions from the community through forums, meetings, informational pieces, etc. The vote at Annual Town Meeting in favor of funding the project was just short of the 2/3 majority required to proceed. All involved were very disappointed by this outcome.

The library will remain in its current building while the Trustees evaluate the future of library services for all segments of the community. While the size, location, and condition of the current building constrains the growth of the collection, services, and programming, the library and its dedicated staff will continue to provide as robust service to the community as possible.

Staffing

Sandra Raymond was appointed Acting Director of the Library at the end of June 2017. She was appointed Director in October 2017 and has served admirably in leading the Library through her first full fiscal year. Andrew Moore was promoted to Assistant Director, Sarah Hogan was promoted to Head of Circulation, and Courtney Michael was hired as a Reference Librarian.

Building and Grounds

The Trustees serve as stewards of the Library building, overseeing maintenance, repairs, and improvements with the assistance of the Town's Facilities Department. Inadequate drainage outside of the Children's Room back door remains problematic. In June 2018, two dilapidated book returns were replaced by a new larger return. We thank the DPW for securely installing the new return. Parking shortage continues to be a problem, particularly when site work is done nearby and during special programming at the Library. We welcome the completion of the Rail Trail and look forward to more library users biking or walking to the Library. Thanks to the generosity of Sudbury's Goodnow Library, eight study carrels replaced four large study tables in the north wing. These carrels create space for 8 individuals to work independently with fewer visual distractions. One study table remains in the north wing and two study tables are now located on the west mezzanine. The old, unused, underground oil tank was safely removed. The Trustees, with the Facilities Department, applied for and received a Community Preservation Fund grant to restore the three large curved glass rotunda room windows.

Technology

Our popular wireless network is heavily used by those visiting the Library. In the past year, we expanded our laptop/notebook computers. We now offer: 10 MacBook Pros, 5 ChromeBooks, and 1 iPad for in-library use. In addition to our technology for in-library use, we have other new technologies for loan: 3 mobile hotspots, which provide internet access anywhere there is a cell tower; 2 Elgatos, which enable the digitization of a wide variety of home videos; a slide digitizer; and a turntable that digitizes LP records.

Library Collections and Services

The use of the library's e-book and streaming services continues to grow. Print books in all departments continue to be the most popular. Overall borrowing of adult books increased 3% over FY17 and large-print books and new high-demand titles proved particularly popular, with 28% and 20% increases respectively. The same trend was evident in the Young Adult area. Local teens borrowed 7% more books than in FY17. Borrowing of print material in the Children's Department also increased by more than 3%.

We attribute these increases to providing, highlighting and displaying our high demand popular and current titles throughout all departments. Circulation increases mirror the societal trend of printed books having a renewed popularity among readers of all ages.

Borrowing of DVDs, music CDs, and audiobooks continued to slowly decrease in FY18. Exceptions to this were in our popular Express video collection for adults and digital Playaway books in the Young Adult area, with circulation increases of 27% and 25% respectively.

Local residents utilized our ever-popular museum passes 2,278 times last year, 1% more than FY17. Items from our small, developing, Library of Things circulated 340 times, nearly a 17% increase over the previous year. Much of the increase can be attributed to the borrowing of the library's wireless hotspots.

Continued popularity of programs for all ages, Children, Young Adult, and Adult, is evident with attendance up nearly 8% over FY17. Use of digital content continues to rise. We updated our collection development policy to better reflect demand and current trends.

Friends of the Wayland Public Library

Our steadfast Friends organization continues to support us generously with both volunteer time and money. The Friends provide funding for programs and services that exceed the Library's appropriation from the Town, such as the popular charging stations and Museum Passes. Their semi-annual book and bake sales and their annual membership drive are the cornerstones of their fundraising efforts. We especially thank the Friends for their strong support of the proposed new library building program.

Trust Funds

The Library's main trust fund is The Millennium Fund, which is managed by the Town's

Commissioners of Trust Funds. The Millennium Fund was established to sustain excellence in library services and to provide a supplementary source of support for the Library when needed. It does not pay for regular operations.

A Note of Appreciation

The Trustees thank the members of the Library Planning Committee who, for 3½ years, dedicated many hours to the Library Planning and Design Study, and whose members devoted many more hours educating the community about the proposed new library project. The Town is fortunate to have a creative and dedicated Library staff and many volunteers who routinely dedicate their time to our Library. We thank the citizens of Wayland whose financial and moral support have enabled us to provide another year of excellent library service to the community.

Board of Library Trustees for FY 2018

Aida A. Gennis, Chair

Sally Y. Cartwright, Vice-Chair

Judy Dion

Leah Hart

Mark Peter Hughes

Maureen White

Sandra Raymond, Library Director

SUMMARY OF LIBRARY STATISTICS, FISCAL YEARS 2017 AND 2018		
	FY 2017	FY 2018
CIRCULATION		
ADULT/YA		
¹ Print	65,796	66,116
Non-Print	58,785	56,853
CHILDREN		
¹ Print	67,845	68,682
Non-Print	9,723	8,322
DOWNLOADABLE (TEXT+AUDIO)	25,622	30,341
TRANSFERS TO OTHER MLN LIBRARIES	35,855	35,221
TOTAL CIRCULATION ACTIVITY	263,	265,535
WAYLAND ACQUISITIONS		
PRINT	7,136	6,886
NON-PRINT	1,435	1,136
TOTAL ITEMS ADDED	8,580	8,022
OTHER METRICS		
REGISTERED BORROWERS	6,753	6,749
REFERENCE QUESTIONS	18,104	10,517
YOUTH & ADULT PROGRAMS HELD	487	591
TOTAL PROGRAM ATTENDANCE	8,296	8,936
WEEKLY LIBRARY VISITS (AVERAGE)	2,090	2,220
² FINES COLLECTED	\$13,400	\$13,747
TRUST FUND BALANCE (as of 6/30/18)		
THE MILLENNIUM FUND	\$909,405	\$949,328
OTHER TRUST FUNDS	\$465,962	\$492,523
TOTAL TRUST FUNDS	\$1,375,367	\$1,441,851

¹ Print includes traditional books/magazines printed on paper; everything else included in Non-Print.

² Fine money collected by the Library is turned over to the Town's General Fund.

PLANNING AND NATURAL RESOURCES

CONSERVATION COMMISSION

The Conservation Commission holds the statutory responsibility for “the promotion and development of the natural resources and for the protection of watershed resources” of Wayland (MGL Chapter 40, Section 8C) and is responsible for the administration of the Wetlands Protection Act (WPA) MGL, Chap.131, Section 40. Wayland’s Wetlands and Water Resources Bylaw (Chap.194) complements the Commission’s responsibilities under the WPA. The Conservation Commission has the statutory responsibility to administer, implement and enforce the Stormwater and Land Disturbance Bylaw (Chap. 193).

The administration and enforcement of the WPA and both the Chapter 194 and 193 Bylaws accounts for a major portion of the efforts of the Commission. Twenty-five Public Meetings took place, nine under Ch.194 only, one was after the fact, and sixteen were under both the WPA and Ch.194. Three were continued Public Meetings There were sixteen decisions under the WPA with findings that the work proposed would not alter areas subject to protection under MGL Ch.131, s.40 if performed as described in the submitted plans and subject to relevant conditions and therefore did not require the filing of a Notice of Intent. Twenty-four Permits were issued under Chapter 194 plus one Administrative Permit. Eleven requests for Certificate of Compliance were heard and seven Certificates were issued. Four were deferred.

Thirty-five Public Hearings were opened under the WPA and Ch.194, one was an ANRAD hearing. There was one Public Hearing to amend orders under both the WPA and Ch.194. The amendment was denied. The Commission held fifty-four continued hearings, one being an ANRAD and closed thirty-seven. The Commission issued thirty-four Order of Conditions under the WPA and thirty-three Permits under Ch. 194 and, two ORADs.

There were twenty-five requests for Certificate of Compliance. Fifteen certificates were issued. Eight requests were deferred and two denied.

Eleven projects were heard under the Stormwater and Land Disturbance by law Ch.193 and 11 permits were issued.

Compliance issues and serious violations of the Wetlands Protection Act and Wetlands Bylaw continue to be problems. Work within 200 feet of many streams and/or within 100 feet of wetlands is subject to review by the Conservation Commission before commencing.

There are very few exceptions to this requirement and people are encouraged to call the office for more information. Informal discussions prior to submitting formal applications are encouraged.



Mainstone Farm Trail Entrance on Rice Road

Linda Hanson completed her first full year as Administrator, Nicole Thomson as Department Assistant and Brian Harris as Land Manager.

The Conservation Commission along with the Recreation Commission and the services of Weston and Sampson has been working on Athletic Field projects throughout this past year.

Brian Harris, Land Manager, held programs for the public throughout the year. The Commission had seasonal workers for the summer; Jameson Hunt, Everett Tillett, and Jonathan Watkins. This (2018) summer, there was a new rider mower and the season opened with all newly repaired equipment. There was much work that required cleaning up after the 2017 severe winter storms. The recently cleared Stone's Bridge Conservation Area has been a continuing project and we anticipate a new accessible trail at Oxbow Meadows following the construction of the new Recreation Field.

Dogs continue to be a problem at many of our Conservation Areas.

The Conservation Commission continues to work on obtaining safe accesses, crosswalks and signs for the Weston Aqueduct trail.

The final papers have been signed for the gift of Wayland Meadows abutting Cow Common, the newly acquired land at 52, 54 and 56 Rice Road, and a new entrance and trail has been established from Rice Road to the newly acquired open space at Mainstone Conservation Area.

The old orchard at Heard Farm is being restored. The Gate House by the Rice Road reservoir has a new roof.

COMMUNITY PRESERVATION COMMITTEE

The Wayland Community Preservation Committee (CPC) is a nine-member committee, one each from the Conservation Commission, Historical Commission, Housing Authority, Planning Board, Public Works Board, Recreation Commission, and three appointed by the Board of Selectmen. The CPC's responsibilities are to identify and evaluate possible community preservation projects to be submitted to Town Meeting for approval of spending community preservation funds. Projects must be for open space, historic preservation, community housing and recreation. In FY18, the town collected \$824,765 from the residential property tax surcharge and received \$136,201 from the State Trust Fund.

Special Town Meeting 2017 approved two CPA articles; \$126,000 to design Part 2 of improved athletic facilities at the High School; and \$12,000 to restore 19th century stone pillars at Castle Gate Road. Annual Town Meeting 2018 approved all of the CPC recommended articles. They included: \$96,620 transferred to the



Mansion Inn Pillars at Castle Gate - Reconstructed



Mellen Law Office Project with new CPA sign

Municipal Affordable Housing Trust Fund for community housing; \$30,000 to restore rotunda windows at the Wayland Public Library; \$90,000 to preserve and restore exterior features of the Depot and improve the electrical service; \$18,000 for archaeological monitoring during construction of the Dudley Woods Trail; \$75,000 to construct a canoe and kayak launch/landing at 246 Stonebridge Road; and \$98,000 to construct three pedestrian crossings along the Weston Aqueduct.

A few projects funded in past years are still in the works, some of which include preservation of Stone's Bridge, trails in Dudley Woods, preservation of the Mellen Law Office, and development of management plans for some of Wayland's conservation land. The Department of Public Works made a CPA Projects sign (pictured) to be installed in front of CPA funded projects.

Additional information about the CPC may be found on the Town's website CPC page including information about this year's activities.

Committee Membership: Gretchen Schuler (Board of Selectmen's appointee), Chairman; Woody Baston (Board of Public Works, deceased), Maureen Cavanaugh (Board of Selectmen's appointee), Susan Green (Board of Selectmen's appointee), Mike Lowery (Board of Public Works, beginning May), Ira Montague (Planning Board), Elisa Scola (Historical Commission), Heidi Seaborg (Recreation Commission until April), John Sullivan (Conservation Commission), and Susan Weinstein (Housing Authority).

SUDBURY, ASSABET AND CONCORD RIVER STEWARDSHIP COUNCIL

This was an incredible year for work along your Wild and Scenic River, the Sudbury, Assabet and Concord, for two reasons: The River Stewardship Council celebrated the 50th anniversary of the Wild and Scenic Rivers Act through a range of programming, and, together we drafted an update to the now-20-years old Conservation Plan, the management plan that united the 8 wild and scenic towns together with US Fish and Wildlife Service, the Commonwealth and the National Park Service.

On October 2 1968, President Lyndon Johnson signed the Wild and Scenic Rivers Act to preserve certain rivers with outstanding natural, cultural and recreational values in a free-flowing condition for all to enjoy in the future. This 50th anniversary has been celebrated across the country all year. Locally, the River Stewardship Council kicked off the celebration by

participating in the Patriots Day Parade in Concord (though it ended up rained out!) and the Concord Earth Day parade. We then premiered our "Partnership Rivers Film", in which the River is featured as one of three special rivers, at the OARS film festival in March and the Lowell Environmental Film Festival in June. In June, this was the theme of our annual June Riverfest celebration, during which Wayland once again sponsored two well-attended events: a paddle with Brandeis professor Brian Donahue talking about the fascinating history of the river, and a walk around Cow Common with photographer Hendrik Broekman. The Wayland Ukelele meet-up group, hosted by Mai Broekman, was also an incredible addition to the closing celebration at the Old Manse.

This year the Council (RSC) also produced an update to the River Conservation Plan. This will

be posted online in October and we want your feedback! Drafted in 1995, this document brought communities and local, State, and Federal organizations together around the best strategies to protect the River resources in this region. At that time, water quality was one of the most pressing issues. As part of the Plan Update, Mason and Associates, a New England consulting firm, was hired to do a thorough review of regulatory structures at the State and local level, and this resource is available for your reference. Now, with more invasive species, growing development, extreme weather patterns causing increase drought and storm-water runoff, and climate change as newer threats, we need an updated Conservation Plan. We will be looking for town endorsement and hope to work with you on implementing this update in the years to come.

Every year the Council makes funding decisions, dividing Federal dollars up to support local partners with science, policy, land protection, and environmental education initiatives.

- Every year the program funds land protection efforts by Sudbury Valley Trustees; highlights of their work this year included closing on Horse Meadow Farm in Harvard and supporting urban/locally grown food efforts in Framingham.
- Another critical component of protecting the Wild and Scenic River is monitoring water quality, and this year's Federal funding once again supported OARS' long-term water quality monitoring program. This citizen science program, engaging local volunteers in water quality sampling, is not only vital to all of us, but is now a resource that the State is tapping into as they improve their data program.
- The MA Audubon River Schools Program is funded to support elementary and middle-school students getting out on the River. This year over 1,000 students got out on the River in field experiences across four towns. Maureen

Devlin's Happy Hollow 5th grade class was also funded through a community grant to experience frog head-starting and the junior river ranger program.

- The RSC also supported control of invasive species on the rivers by supporting the small grant program of the SuAsCo Cooperative Invasive Species Management Association (CISMA, of which the Wayland Conservation Commission is a member).

In addition, a total of \$25,200 in community grants was allocated to directly benefit watershed communities by supporting a number of diverse and exciting local projects. In Wayland, additional community grant funds supported Happy Hollow. Other projects included contributing to Billerica's "Boat Billerica" program through the purchase of a trailer, environmental education upstream in Hudson, and the production of a Concord River Map through OARS.

This year the River Stewardship Council and the Town of Concord also received a National Park Foundation grant to improve two new boat access areas in the Town of Concord, for all to enjoy. Those are in production now; stay tuned for more details!

By the Numbers

The impact of the Wild and Scenic River Program for your local community:

- Federal dollars granted to community efforts: \$90,300
- Federal dollars matched: \$1,700,000
- Towns directly benefitting from grants: 13
- Towns indirectly supported: 36
- Boat access areas improved: 2 (Concord)
- Progress on invasive species: 28 work days funded, across 4 towns, and 3 organizations
- Schools supported: 1577, across 5 school districts, 8 teachers, 11 parents
- Land conservation projects: 518 acres (conserved or in process)
- Partner organizations engaged: 27
- Events run on the River: 61
- Participants engaged: Over 1,000

PLANNING BOARD

The mission and the responsibilities of the Planning Board are specified in the state laws known as “Improved Methods of Municipal Planning” and “The Subdivision Control Law,” and are described as follows: to undertake planning and land use studies, including needs studies and comprehensive plans; to prepare plans of the resources and future development scenarios for the Town; to report annually to the Town regarding the condition of the Town; to prepare an official map of public and private ways and public parks within the Town; to report on the layout, alteration, relocation, or discontinuance of public ways; and to adopt regulations for, and administer the processes of, dividing and subdividing land into building lots and other parcels.

Appreciation

The Planning Board would like to congratulate Ira Montague who was elected to the board this spring. This will be Mr. Montague’s fourth term. We also welcome Jennifer Steel as its new elected associate member.

Accomplishments and Activities

The Board met 14 times between July 1, 2017 and June 30, 2018 to review and approve applications for new building lots in residential subdivisions, applications for several new residential building lots not requiring subdivision approval (known as ANR lots), several site plans for non-residential development; to oversee the construction of various residential and non-residential developments for which approval had been granted, and to work on various planning studies and projects such as the new Massachusetts Central Rail Trail.

New Development: The Planning Board approved a Conservation Cluster Development.

The purpose of the Conservation Cluster By-law Article 18 is to promote more efficient use of the land in harmony with its natural features compared to alternative development option that of a dead-end road with a cul-de-sac. It encourages the preservation of open land for conservation, open space, and passive recreation.

Conservation Cluster Description of the 74 Moore Road Development

The site consists of approximately 6.04 acres and 357.11’ linear feet of frontage along Moore Road that also includes an existing dwelling and

barn, and two curb cuts on Moore Road. The total existing impervious area is 11,355 square feet. The remainder of the site is a mix of lawn/landscape areas and wooded areas. There is also a wetland system running south to north through the site, which contains two ponds. Site topography generally slopes from the front of the existing house toward Moore Road, and then from the rear of the house toward the wetland and ponds. Flood plain has also been delineated on-site with an elevation of 121 per the FEMA Flood Insurance Rate Maps, and the local flood plain overlay elevation is within the site at elevation 124. The underlying zoning in this area is Single Residential, requiring a minimum 180’ of frontage and 40,000 square feet of lot area. The proposal is to construct 2 new houses and preserve the existing dwelling at 74 Moore Road including the barn and preserve approximately 2.3 acres of Open Land (the “Project”) under a Conservation Cluster Subdivision Special Permit.

River’s Edge

The Town of Wayland released the Request for Proposals (RFP) to sell River’s Edge, a town-owned 8.24-acre parcel on Route 20 (484-490 Boston Post Road). The site represents an extraordinary opportunity in Wayland, with zoning in place to build 150-190 residential units in primarily 3-4 story buildings. The Planning Board sees this project as a unique opportunity to build attractive, higher density housing for which there is demand, while at the same time controlling future 40b development. The project also meets Commonwealth goals, including Smart Growth principles transforming abandoned municipal industrial property into attractive affordable housing.

Detailed bid proposals and qualifications were issued on April 21, 2016. The Town received two proposals that were opened on July 6, 2016. Evaluations were conducted and the River's Edge Advisory Committee recommended that Wood Partners be selected. Wood Partners has developed over 55,000 units of multifamily housing across the country and has consistently ranked as a Top 5 National Multifamily Developer by Multifamily Executive Magazine for the past several years. The Boston office, located in Lexington, MA, was formed in 2008 and has successfully completed construction on ten development projects (1,861 units) in that time with another 280 units currently under construction and two developments currently scheduled to begin in 2017 (354 units combined).

The Wayland Board of Selectmen on July 31, 2017 signed the Land Agreement with Wood partners. The Planning Board looks forward to reviewing the final site plan approval in 2018.

Zoning Articles and Spring Town Meeting

The following zoning articles were submitted for the 2018 Spring Town Meeting. Pursuant to Massachusetts General Laws Chapter 40A, Section 5, the Planning Board held a public hearing to discuss the proposed amendments to the Town's Zoning By-Laws.

Limited Site Plan Review – Exempt Uses

The Massachusetts General Laws MGL c. 40A, § 3 states, in part: "No zoning ...by-law shall...prohibit, regulate, or restrict the use of structures for religious... or educational purposes". This section of the state Zoning Act, sometimes referred to as the "Dover Amendment", provides unique protection for these enumerated land uses. MGL c. 40A, § 3 goes on to state, however, that "such...structures may be subject to reasonable regulations concerning the bulk and height of structures and determining yard sizes, lot area, setbacks, open space, parking, and building coverage requirements." Thus, while Massachusetts general laws provide unique protections for Dover Amendment Uses, it also gives municipalities the right to impose reasonable regulations concerning the bulk and height of

structures and determining yard sizes, lot area, setbacks, open space, parking, and building coverage requirements.

The proposed zoning amendment would create a formal review framework for major land use developments associated with educational, religious, and day care uses. The Planning Board is charged with imposing appropriate and reasonable limitations to protect the interests and objectives of the underlying zoning district/abutters. The old by-law was silent as to what appropriate and reasonable limitations might be. The amended by-law is more prescriptive and specifically instructs the Planning Board to consider, among other things, the relationship of the proposed structure to the area's natural landscape and existing buildings, convenience and safety of vehicular and pedestrian traffic, adequacy of parking in relation to the proposed use and the impact of exterior lighting on neighboring properties.

Off-Street Parking – Zoning Amendment

The Site Plan Approval Granting Authority (SPAGA) may, through a site plan review decision under Article 6 of the Zoning Bylaw, permit any or all of the off-street parking spaces required under this Section 506.1 to be: (a) identified on a site plan and reserved to be encumbered permanently from any inconsistent uses but not constructed until the actual need or demand for such spaces is determined by the SPAGA, and/or (b) provided on a different parcel of land than the underlying principle use, provided that the SPAGA finds that the location of the parking spaces is sufficiently proximate to the underlying principle use so as to be safe and convenient to the general public. In making a decision under this Section 506.1.11, the SPAGA shall consider the following factors: the need to minimize congestion on public and private ways, the need to provide sufficient parking to satisfy parking demands, and the interest in minimizing impervious surfaces and providing appropriate natural buffer areas and open space.

This zoning amendment provides flexibility in the creation of parking spaces serving commercial and other large-scale development

projects in Wayland. Wayland's default requirement of one parking space per 140 square feet for general retail and commercial establishments is more onerous than most of our peer communities, resulting in the creation of larger parking lots than what is really necessary. For the new CVS pharmacy project at 150 Main Street in Cochituate Village, the Planning Board required the Applicant to not construct the parking spaces shown on the site plan along Main and West Plain Streets, and instead install a vegetated landscaping buffer. The Board "banked" these parking spaces for future construction, if demand necessitated them. The Building Inspector questioned the Board's authority to land bank parking spaces.

This Bylaw Amendment codifies the sensible approach of reserving area on a project site for parking until the demand for the spaces is justified based on actual traffic conditions. This approach preserves open spaces, trees and natural vegetation, minimizes the creation of unnecessary impervious surfaces, and affords opportunities to screen commercial development from neighboring residential areas.

Any decision by the Planning Board with regard to this article would be incorporated as part of the recorded deed for the Property.

This zoning change would provide flexibility for the Planning Board to provide for more open space and landscaped areas, providing for more attractive developments with less hardscape.

Wayland's bylaws provide for a greater parking requirement than zoning requirements in many other cities and towns across the United States, and this zoning change would make Wayland more consistent with other communities.

There is a trend in many cities and towns to reduce parking requirements, as there is a move towards less parking as more people use alternative forms of transportation, such as Uber, for their transportation needs; thereby reducing the need for parking.

Projects

Great news! The Town of Wayland received two

major grants this year.

The Town of Wayland received \$2.4 Million in October of 2017 MassWorks Water Infrastructure Program. The grant is for a unique and innovative housing project that achieves several local and state planning objectives, the redevelopment of all-but-abandoned municipal land into 188 units of affordable and market rate rental housing. The funds will provide portable water for the River's Edge Project and will also include replacing a 100 year water main.

The Town of Wayland received a \$30,000 Grant from the Massachusetts Division of Conservation and Recreation to complete the design and permitting of the Rail Trail Project from Route 20 west to the Sudbury Town Line. The design will also include the repair of the bridge over the Sudbury River by Russell's Garden Center.

What's ahead?

Construction of the long awaited Rail Trail project from Town Center to the Weston Town Line will be completed in October 2018. Eversource (electricity provider) and Department of Conservation and Recreation (DCR) have signed a memorandum of Agreement. Eversource will construct the Rail Trail and DCR will pave the Rail Trail. Eversource has funds for the construction available this calendar year and has received all necessary permits for the project; removing the rails; and constructing the base/foundation of the trail. DCR has always expressed a strong preference for an asphalt surface and DCR will pave the surface once completed. Wayland residents for many years have been working on this project to create outdoor recreation (walking, biking, and jogging) and to improve the community with a vital link in the center of Wayland to nearby neighborhoods and neighboring towns. The project will extend through Weston and at its completion will create over 5 miles of Rail Trail.

Commercialization of Marijuana

The Town of Wayland voted to extend a moratorium, which is effective through December 31, 2018. Once this date expires it

will open up the potential for recreational marijuana business in Wayland. Ultimately the temporary moratorium was passed to allow time for State Regulations to be finalized and to allow the Town to have a community discussion before making a final decision on whether we should allow the commercialization of marijuana in our community. The basic restriction on locations for any of these functions is that they

may not be located within 500 feet of any pre-existing private or public school. All other State rules would apply. The legal use of recreational marijuana is not in question; we will be addressing commercialization only. The Planning Board looks forward to hosting a community forum so that a decision can be made before the Town of Wayland adopts local regulations through a zoning article.

PLANNING BOARD MEMBERS--June 30, 2018

Daniel Hill, Chair
Bow Road
Wayland, MA 01778
Term: 2016-2019

Andrew Reck, Member
18 Reservoir Road
Wayland, MA 01778
Term: 2016-2021

Nicole Riley, Clerk
15 Shawmut Avenue Ext.
Wayland, MA 01778
Term: 2017-2020

Kevin Murphy
14 Sears Road
Wayland, MA 01778
Term: 2017-2022

Ira Montague, Vice Chair
9 Erwin Road
Wayland, MA 01778
Term: 2018-2023

Jennifer M. Steel
16 Mayflower Paths
Wayland, MA 01778
Term: 2017-2019

PLANNING BOARD TOWN STAFF -- June 30, 2018

Sarkis Sarkisian, Town Planner

I would like to thank the Planning Board, Board of Selectmen, Commissions, Committees and Volunteers for their continued dedication of service to the Town of Wayland.

Respectfully submitted,

Sarkis Sarkisian
Town Planner

ECONOMIC DEVELOPMENT COMMITTEE

The Wayland Economic Development Committee (EDC) was established by the Board of Selectmen in 2010 to support, promote, encourage and advocate for the town's commercial tax base, strengthen the local economy, and diversify the tax base in a manner consistent with the character of our community.

EDC's primary undertaking in past years has been repurposing the 7.3 acre River's Edge site (484-490 Boston Post Road). The property was successfully rezoned and approved to be allowed to be conveyed by the Town to a private developer, by Town Meeting vote in April 2014. Approvals included creating 150-190 rental housing units, with 25% of the units as affordable and 25% age restricted, to be built following agreed-upon Rivers Edge Design Guidelines.

River's Edge is a creative, proactive way to meet several town goals and needs, economic and otherwise:

- Rental housing provides new affordable and market housing options in Wayland, currently in short supply, especially for seniors
- With 25% of the units designated affordable and 100% rental, *all* 188 units will count toward Wayland's affordable housing inventory, which will vault the Town from sub-5% affordability to over 9%, nearly reaching our 10% state mandate.
- Valuable new zoning creates significant revenue for the Town via sale of the land to a private developer. Current price is up to \$2.2M and may be higher based on final environmental costs being less than projected (including recent asbestos work by the Town), to be determined in FY2019.
- The project cleans up a neglected, contaminated site where the private developer will cover an estimated \$3+ million in environmental and demolition

costs, which would otherwise be at the Town's expense

- Substantial new annual tax revenues will be generated from the new \$40+ million project, all on previously non-revenue generating land. Tax revenues are estimated to approach \$1 million per year, with limited additional Town services required on the privately-maintained property
- The project cleans up a prominent site at Wayland's western front door, complements Town Center and new bike path, and respects the natural beauty of the Sudbury River by staying within a previously disturbed site.

Following the 2014 Town Meeting vote, River's Edge Advisory Committee (REAC) was formed as a multi-disciplinary committee to advise the Board of Selectmen on bid selection, including a representative of EDC as a member. Wood Partners was selected via competitive RFP process in 2016-2017. See the River's Edge Advisory Committee report for further detail. EDC looks forward to a potential construction start by early 2020 for completion in late 2021.

EDC assisted the Town in securing a \$2.4 million MassWorks grant in 2017, which was largely awarded due to the River's Edge project, to improve major water lines along the Route 20 corridor. Work began in FY2018.

In addition to tracking progress on River's Edge, and looking ahead to explore other creative ways to help drive Town revenues, EDC continued to focus on topics of interest in commercial districts:

- Improvement of Route 20 corridor, including the newly created bike path, branding, signage and sidewalks
- Outreach to Town Center and Whole Foods plaza owners to help encourage leasing of vacant spaces
- Encouragement to find sewer solutions for Wayland Center Route 20 corridor
- Support of cost-effective redevelopment of the existing Municipal Pad building at Town Center into a senior and community center for the Town

- Attempt to help guide Finnerty's parties toward an acceptable solution for the developers and the neighborhood (unfortunately EDC was not successful and a stand-alone CVS proceeded and was built)
- Improvement of Cochituate properties and sites for sale along Route 27

EDC reaches out across many disciplines in the Town, and continues to be a good introductory vehicle for new volunteers to the Town. Prior EDC members have progressed to the Finance Committee, Conservation Commission, and Board of Selectmen.

ZONING BOARD OF APPEALS

The Wayland Zoning Board of Appeals is composed of five members: (Chair) Jonathan Sachs, Aida Gennis, Thomas White, Jim Grumbach, David Katz and one associate Member, Shaunt Sarian, that are appointed by the Board of Selectmen. The ZBA conducts public hearings on all applications for zoning relief. The ZBA generally meets on the second and fourth Tuesday of each month at 7:00 p.m. The meetings for each public hearing are held in the Town Building. Participation in the public hearings by interested citizens is always welcomed.

The ZBA has jurisdiction over comprehensive permit applications under Massachusetts General Laws Chapter 40B, where an applicant under certain circumstances is able to have waived local by-laws as a minimum percentage of the proposed units is deemed affordable.

The ZBA also has jurisdiction over new cell towers that are proposed to be located outside the Wireless Overlay districts. A wireless communication service project is governed by the Telecommunications Act of 1996 and the 2012 Section 6409 amendment, which supports an application if it is determined that there is a substantial gap in coverage and that there are no feasible alternatives.

The most common type of application heard by the Board is a request to construct an addition to a home that is "grandfathered," i.e., it does not comply with the current zoning bylaws, but did comply with the bylaws that were in effect at the time it was constructed. If such an addition will either increase the gross floor area of the dwelling by more than 20%, or deviate in any way from the current bylaws, a special permit is needed from the ZBA. Notices of hearings before the ZBA are published in the legal notices section of the Wayland Town Crier at least fourteen days prior to the date of the hearing. In addition, abutters of the subject property are notified of a hearing by mail. Each applicant is charged a filing fee, which covers the cost of publication and other administrative expenses. ZBA application forms may be obtained from the Building Department in the Town Building during regular business hours or from the Town Website. Decisions rendered by the Board are filed with the Town Clerk; notice of each decision is given to the applicant and others and, after an appeal period of twenty days has lapsed, the decision becomes final, unless an appeal is filed. In the event that the ZBA grants relief to an applicant, the special permit or variance is generally granted subject to explicit conditions.

The Building Commissioner is the Zoning Enforcement Officer for the Town. Citizens may report zoning violations and requests for zoning enforcement in writing to the Building Commissioner. The ZBA has jurisdiction to hear appeals relating to the Building Commissioner's response to such requests.

The cases that were heard by the ZBA this fiscal year (FY 18) included: (19) applications for a special permit or in the alternative a variance under the Town's dimensional and gross floor area requirements, (5) use related special permits, (1) proposed cell tower, (1) site plan review, (1) appeal from a decision of the Building Official and (2) comprehensive permit applications.

There were 29 applications filed with the Zoning Board of Appeals during FY 2018.

A total of 32 hearings were held along with one site visit. Fees totaling \$2,075 were collected.

The ZBA Board would like to recognize Linda Segal for her many years of service on the Board and to the Town of Wayland and wish her all the best in the future.

The Board would also like to recognize Administrative Assistant Elizabeth Reef for her professional service to the Board and wishes her all the best in her future endeavors.

PERMANENT MUNICIPAL BUILDING COMMITTEE

The Permanent Municipal Building Committee (PMBC) was established by the Board of Selectmen to assist Boards, Committees and the Facilities Department, with various construction projects throughout the Town. The Committee is comprised of five members appointed by the Selectmen, and two members appointed by the user board or committee for the duration of their project. The Director of Public Buildings acts as the staff liaison to the PMBC.

During the past fiscal year, the Committee has assisted the School Committee with a Massachusetts School Building Authority (MSBA) Accelerated Repair Project, replacing all doors and windows at Loker Elementary. The Committee also assisted the School Committee with the final close out of a similar project at Claypit Hill Elementary.

The Committee assisted the Library Trustees with the Library Building Grant Project, the Historical Commission with the Stone's Bridge Restoration project, and the Council on Aging with a proposed Council and Aging and Community Center.

The PMBC assisted the School Committee and Recreation Commission with developing projects for the Sport Fields at the High School and the Loker Recreation Area respectively.

The PMBC also worked with the Energy & Climate Committee in recommending a non-binding resolution that was approved at Annual Town Meeting to "seek cost-effective design and construction of all new municipal building construction and substantial renovation projects to minimize carbon-based energy use through cost-effective design, building system controls, and on-site renewable energy generation and energy storage".

The following project summaries are as of June 30, 2018.

The Claypit Hill Elementary Project is in the final MSBA audit procedure.

The Loker Elementary Project was approved by the MSBA. Construction began in late June 2018 and is scheduled for substantial completion in late August 2018. (Substantial completion reached and Certificate of Occupancy issued prior to start of 2018/2019 School Year)

The Library Board of Trustees learned in July 2017 that Wayland had been awarded a grant contingent on Town Meeting approval and appropriation. However the Project failed to get the required 2/3 majority at Annual Town Meeting.

Stone's Bridge Restoration Project has been advertised and bids are scheduled to open July 25, 2018. (After bid opening it was determined that the appropriated funds were insufficient to economically repair the structure. Due to construction methods it was determined that repairing the entire span rather than one half at a time was a far more economical project. This will require going back to Annual Town Meeting 2019 to request additional funding.)

Annual Town Meeting 2018 approved funding to prepare Design, Construction, and Bid Documents for a multi-use Community Center to be built on the Municipal Parcel located on four adjacent parcels off Boston Post Road, provided that no funds are expended until the Town acquires control of the parcels. (However the Town has not acquired control yet, therefore the project is on temporary hold.)

The High School Athletic Fields Improvements and the Loker Recreation Area New Field while separate projects and ATM Articles are being managed simultaneously in an attempt to receive more favorable pricing if bid at the same time. The projects were passed over at ATM 2018 after the PMBC reported that the preliminary budgets did not appear to be sufficient to account for several unresolved issues at each site. Subsequently the PMBC worked closely with the architect and project sponsors to evaluate all outstanding issues, including the health and safety of infill materials. Construction and Bid Documents are expected to be complete by mid-September with bids solicited and opened in mid-October. It is anticipated that these projects will be warrant articles at Special Town Meeting in November 2018

ENERGY AND CLIMATE COMMITTEE

The Committee met approximately once a month during FY2018 to advance the following:

Green Communities Grant

The Town of Wayland continued implementing the measures funded by the \$250,000 2017 Green Communities grant.

The following measures were installed in FY2018:

- 2 Nissan Leaf all electric vehicles
- 1 Ford Fusion plug-in hybrid vehicle
- 2 dual-head charging stations at the Town building
- Lighting upgrades at the Town Building

The following grant funded projects are expected to be completed in FY2019:

- Conversion of a school bus to include hybrid regenerative braking technology
- LED streetlight conversion project

DOER Community Resiliency Grant

The Town completed negotiations with Ameresco on the contract to install equipment to link the Middle School's solar parking canopy with the school's emergency generator to extend

running time at the Emergency Shelter and to reduce carbon emissions. Wayland selected Ameresco through a competitive RFP. The Town and Ameresco are securing necessary approvals from the utility and from the bank that financed the solar project. The project is funded by a DOER grant awarded to the MAPC on behalf of the Town.

Streetlights

In June 2018, the Town purchased its streetlights from Eversource for the depreciated value of \$1, allowing the LED retrofit installation phase to begin. The upgrade is entirely funded by the Green Communities grant, the DOER's LED Rapid Retrofit program, Eversource rebates and estimated electricity savings. It is expected to save the Town over \$60,000 annually. Completion is anticipated in October 2018.

Solarize Lincoln-Sudbury-Wayland

The Energy and Climate Committee along with Wayland's Public Buildings Director worked with the towns of Lincoln and Sudbury to reprise "Solarize LSW," a program of the Mass Clean Energy Center, to select SolarFlair for solar PV and New England Solar Hot Water for solar hot water solutions. The Committee also supported the Solarize outreach campaign that lasted seven months, ending in February 2018. Wayland residents added 27 new PV systems for a total capacity of 224 kW (53 systems for 407 kW for three town total), and 15 solar hot water systems for 47 kW (27 systems for 84 kW for three town total).

Carbon Emission Resolution for Town Buildings

The Committee received Town Meeting support for a Resolution to Reduce Carbon Based Emission in Municipal New Construction and Substantial Rehabilitation Projects. The resolution will help Wayland pursue cost-effective energy efficient design, building system controls, and on-site renewable energy generation and energy storage. The resolution had the support of the Board of Selectmen, Permanent Municipal Building Committee, Planning Board and Finance Committee. The Committee will be working with the Permanent

Municipal Building Committee and town staff to help ensure these green building approaches are incorporated in the design for the new community center project.

Library Presentation

Committee members delivered one of the Great Presenter Series talks at the library highlighting the committee's work and opportunities for attendees to pursue climate friendly activities. The session included a talk on climate friendly food choices, recipes, and samples, provided by Diana Goldman of Beantown Kitchen. City Compost also provided an overview of their services to pick up food waste for compost. Over 60 attended.

Wayland Highlighted as Exemplar Community

The Northeast Energy Efficiency Partnership (NEEP) selected Wayland as an exemplar community for their energy work. NEEP prepared a case study describing the town's efforts to reduce energy and greenhouse gases through building energy efficiency improvements, solar arrays, and Solarize work with residents.

Future Goals

- Complete Green Communities grant projects to allow new grant application in 2019.
- Assist Council On Aging in incorporating green energy features into proposed community center
- Explore more fuel-efficient school buses and green transportation options.
- Consider community solar initiative for residents with poor solar access.
- Continue tracking energy use as per the Green Communities plan

RIVER'S EDGE ADVISORY COMMITTEE

River's Edge Advisory Committee (REAC) was established by the Board of Selectmen in May 2014, after 2014 Town Meeting approved new zoning and land sale authorization for River's Edge (484-490 Boston Post Road) to create

market-rate and affordable housing on underutilized 7.3-acre Town-owned land. This transaction will generate land sale revenues for the Town, clean up a dilapidated site at Wayland's western border, significantly add to Wayland's tax base, and boost the Town's affordable housing levels from less than 5% to over 9%, nearing our MA 10% mandate.

REAC is a multi-disciplinary committee, including representatives from Public Works, Finance Committee, Design Review, Planning Board, Affordable Housing, Economic Development as well as members-at-large. REAC was charged to help create and administer a competitive RFP process for the disposition of the land to a private developer, who will be responsible to clean up the site, complete permitting, and construct the new \$40+ million project.

After selection of counsel and review, consultation and drafting, the RFP was issued September 2015. Over 50 developers and representatives downloaded the RFP, evidencing the strength of the Boston multi-family market, as well as the unique nature of the River's Edge site as a "once in a lifetime" pre-permitted opportunity in Wayland.

The RFP intentionally required a high bar of due diligence to submit a bid, to sort out sincere bidders who would bring a disciplined, quality approach, and to minimize uncertainty for the Town. Bidders were required to assume all due diligence costs prior to submitting a bid, including environmental. Given the major dirt piles (with potential asbestos or contaminants from old municipal street work), the Wayland Police shooting range (potential lead bullets), demolition of the decommissioned septage facility, and the capped Sudbury landfill next door, this was a bar that bidders were having a difficult time overcoming. No bids were received, but bidders remained very interested.

Based on this feedback, the RFP was reissued in early 2016, with the change that the bidders would do all design and all other due diligence work, but exclusive of environmental, to submit a bid; environmental would be completed at the

developer's expense in the first 90 days after selection. Costs would be fixed after this 90 days' due diligence.

Three bids were received in Summer 2016, two of which, from qualified developers Baystone Development and Wood Partners, were comprehensive and met submittal requirements. Submittals were closely evaluated by REAC. In October 2016, a unanimous REAC recommendation was made to the Board of Selectmen to select Wood Partners. Although Wood Partners' initial land price was lower, its long-term tax revenues were higher, and the project was clearly preferred in terms of design, programming and compatibility with the Town for its new western front door along Route 20.

The Board of Selectmen, after updating financial due diligence, elected to award to Wood Partners in early 2017. A Land Disposition Agreement was negotiated and signed in August 2017.

In late 2017, due diligence began on site. In initial evaluation of the large dirt piles, asbestos tile was discovered. Work stopped and DEP was notified, as required by law. Evaluation was delayed by severe winter weather and slow response from the DEP. In the end, even though the asbestos was not friable (i.e. having dust particles that would go airborne upon disturbance, like old asbestos insulation), DEP would not allow the tile to be set aside and mitigated post-due diligence. After many months, a reasonable testing and work plan was finally accepted by DEP for the asbestos removal.

Since Wood Partners had not taken ownership of the site yet, responsibility to remediate the asbestos remained with the Town. An article at Town Meeting in Fall 2018 to allocate funds was approved, and remediation was completed by year-end. (Notably, since the developer no longer has to complete this work, their cost savings will accrue to the Town in increased land price.) Looking ahead, in early 2019 Wood Partners' due diligence will resume, to be complete Spring 2019. With 9-12 months of

permitting and design, construction is anticipated to begin early 2020.

In related efforts, in FY2018, work began on water line improvements under the \$2.4M MassWorks grant the Town successfully secured, largely due to the River's Edge project. Work improves Route 20 corridor water lines and includes providing water service to River's Edge (which assumes a cost of the developer, and its \$705,000 cost savings will accrue to the Town in increased land price). The new water line from River Road/DPW to the River's Edge site is now complete, and the next phases along Route 20, from Route 27 to the River's Edge site are underway, to be completed in FY201

COUNCIL ON AGING / COMMUNITY CENTER ADVISORY COMMITTEE

Note: This committee met from 2014 through Spring 2016 when its first charge from the BOS expired. The committee was reconvened with a revised charge and met through Summer 2018.

Committee Members

Frank Krasin, Carol Glick, Pam Roman, Mark Foreman, P. Jean Milburn, William Sterling, Wendy Levine.

Ex-officio members

Julie Secord, Nan Balmer, Thomas Holder, Katherine Brenna, Ben Keefe

Articles Submitted to the Town Warrant related to this committee:

1. April 2018 – ARTICLE 20: APPROPRIATE FUNDS FOR A COMMUNITY CENTER AT TOWN CENTER. PROPOSED BY BOS. ESTIMATED COST: \$470,000. (APPROVED.)

Notable Decisions, Discussions, and Actions in FY18 included:

- At the close of FY18, the owner of the "municipal pad" property had not agreed to a plan to transfer the property to the Town of Wayland.

- Dedicated art space cannot accommodate a pottery and/or a kiln in the proposed building.
- The committee considered three options for the renovation of the existing building:
 - Option A: retain existing vinyl siding and windows. Renovate interior only
 - Option B: Upgrade the exterior envelope, add more efficient windows, replace the vinyl siding with cement board.
 - Option C. Design a “Net Zero Energy- type” building with super insulated exterior envelope, solar panels on the roof, consider heat pumps for heating and cooling. This was the recommended option.
- A report on site conditions was submitted by LSP, Ben Gould, to the BOS.
- A joint meeting was held with the Recreation Commission on 12/18/17.
- The committee recommends changing the shape/style of the planned park space on the site from a “formal garden” to a “linear park” featuring a walking path with seating areas, native plants, and educational signage.
- Article 20 Approved at April 2018 Town Meeting
- Met with Conservation Commission on 3/15/2018
- The Program of Space Requirements was updated by Kang Associates.
- An Owner’s Project Manager was engaged for the project.
- Tighe & Bond performed the required flagging of the adjacent wetlands.
- Applications have been received from Architectural firms proposing to perform the design phase of the project.

The site retains Federal Statute protection. All remediation costs of any contaminants that may be discovered at a future time after acquisition by the Town shall remain the responsibility of the prior owner who caused the contamination.

As the work of the CoA/CCAC committee came to a close in 2018, the Permanent Municipal Building Committee continued to include the Community Center project in its agenda.

LIBRARY PLANNING COMMITTEE

Following the award of the Massachusetts Public Library Construction Program construction grant in July, the Library Planning Committee (LPC) focused on shepherding the proposed library building project to a vote at Annual Town Meeting. With architects and schematic designs in place for the proposed new building, the committee worked to refine the design: they researched contemporary library designs nationwide, considered the needs and general preferences of Wayland residents, and conveyed these ideas to Tappé Architects. The LPC's Design Review Group worked with the architects, and with the Permanent Municipal Building Committee, to refine the plans for presentation to residents. In the spring of 2018, the LPC hosted three public forums at which Tappé presented the latest designs and residents asked questions and gave helpful feedback. The Trustees, along with the architects, also hosted two open houses at 5 Concord Road to illustrate the building’s deficiencies and allow patrons to express their wants and needs for library spaces and services

To gather residents' thoughts on the future of 5 Concord Road in the event that the library left the building, the LPC also hosted two public forums on options for adaptive reuse. Suggestions included an arts center and a museum of local history. With regard to the Roby portion of the building— the land and funds for which were given to the town to construct a public library—residents discussed the meaning and function of a library in the twenty-first century, and generally agreed that a library is as much a meeting place and a center for free lifelong education as it is a repository for books and other media. The LPC attended Annual Town Meeting in support of the article to fund construction of a new public library, and were disappointed that the vote fell just short of the required 2/3 majority.

PUBLIC SERVICES

BOARD OF HEALTH

The Board of Health derives its authority through specific delegation of power from the State Legislature. This authority includes both the powers that are expressly granted by state statutes and those powers that are implied from those statutes. The extent of the state's delegation of power varies from designating the Board of Health as the primary enforcement agent of the state's regulations to authorizing the Board of Health to draft its own regulations regarding public health matters (M.G.L. c.111 §31). Local regulations may be more stringent than existing state mandates, but in no case may they be inconsistent with state regulations.

Mission

To protect the public health, safety, and welfare by permitting or licensing qualified professionals, services, and establishments through the fair and consistent application of statutes and regulations. Through our Board of Health, we develop, implement, and enforce regulations and policies that assure and promote the safe practice of those we permit and regulate. Our commitment to Public Health nursing excellence is evidenced by our outreach and response to resident needs of all age groups, among the various community settings. Our public health nursing program provides quality care that supports the health and well-being of all residents.

This report is provided by Public Health Director Julia Junghanns who has worked for the Board of Health since November 2000 and has been Director since July 2011.

BOARD OF HEALTH INITIATIVES

Polystyrene Food container and Plastic Bag Bans

These bans, approved at 2017 Town Meeting, went into effect in February 2018. Health Department staff sent out communications and reminders to our identified vendors for the polystyrene ban. We have also been involved with compliance checks throughout the year.

Process improvements have continued, clarifying and documenting permit processes for Land Use Departments. An RFP was posted for professional services to conduct interviews with Land Use Departments, gather data, and create diagrams of our current processes and workflows. The contract was awarded to D.H. Keene Associates and the work began this fiscal year. In FY19, we will be building/acquiring a new Permitting system for use by all Land Use Departments to streamline our activities, share data and streamline the customer experience.

We have continued to work on a project to clean up and reorganize our filing systems with the help of a temporary staff person funded in our budget, for this project and administrative office coverage. The project continues to prepare us to begin scanning key documents in our street files to be available online for our customers and will complement the Land Use Project.

The Public Health Department again took advantage of the Free Epi-Pens for Schools program through the manufacturer of Epi-pens and saved the town from spending \$1,800-\$2,000 in nursing supplies.

Various projects have been ongoing in the Health Department throughout FY18:

File Alley Project

This project has seen major progress during FY18 to cull files, move to vault for storage,

request for disposal, and reorganize. The project will continue through FY19.

Dudley Pond Project

Properties in the Dudley Pond area with questionable Title 5 compliance were identified through a project initiated with the help of volunteer and Board member Susan Green. Office staff researched the properties, determined status and sent out enforcement letters.

Other Projects

The Health Department had an intern working to gather information and guidance materials for future updating of our private well regulations. We are awaiting the Mass DEP updated guidance documents and sample regulations, prior to completion of this project. A volunteer also worked on researching old private well lists which have unknown status. Another project was to do outreach to communities similar to Wayland and gather information for future updating of our septic permit fees and regulations.

Recreational Marijuana

The Board of Health and Department staff have been very involved in leading the Town and the marijuana working group to recommend that the town ban non-medical recreational marijuana in Wayland. The Director was involved with numerous working group meetings, a forum was held with a panel of speakers and Dr. Schuler represented the Board of Health. Reports, press releases, and preparations have been in the works for a special election where the residents will be asked to vote whether to ban non-medical on October 2, 2018. The Town plans to bring it to Special Town Meeting in November 2018. The Town’s temporary moratorium expires on December 31, 2018.

Camps

Due to new State Regulations for Recreational Camps being adopted this year, Health Agent/Sanitarian Darren MacCaughey and Public Health Nurse Ruth Mori initiated outreach and educating of our permit holders. An updated inspection process was implemented which involved a lot of work and interaction to

ensure compliance and a successful camp season.

Inspectional Services

Board of Health personnel are involved with all aspects of subsurface sewage disposal within the town, from witnessing soil testing and site evaluations, plan reviews and field inspections during installations to ensure full compliance with Title 5 Regulations of the State Environmental Code and our Local Rules and Regulations. The Health Agent/Sanitarian also reviews and approves Building Plans and modifications. (FY 17 * total for septic system permits was adjusted).

	FY 17	FY 18
Total Septic Permits	*115	126
New Construction	30	44
Upgrades	37	32
Alterations	48	40
Misc.	0	10
Soil Testing	78	138
Burial Permits	193	179

	FY 17	FY 18
Total Title 5 reviewed	205	185
Passed	137	147
Conditionally Passed	14	22
Failed	12	16
Certificates of Compliance**	100	74

***The total # of Certificates of Compliance denotes the complete installation of new septic systems or repairs to failed septic systems.*

The Board of Health provided its routine inspectional services as required by State regulations relative to public and semi-public swimming pools, the Town Beach and recreational camps. State regulations require bacterial testing on a weekly basis at the Town Beach; weekly samples are also taken at Dudley Pond. During the period of 6/25-6/27/18 readings were high at both the Town Beach and Dudley Pond. The Town Beach was closed and reopened when the bacteria levels were within state guidelines. Dudley Pond was also retested and results showed levels within the state guidelines. Additionally, investigation and

follow-up of complaints filed with the Board of Health relative to improper trash storage, unsanitary lots and housing, public health nuisances and other environmental matters were also conducted. Our Health Director and Health Agent conducted these inspections and plan reviews.

Ch 40B Projects

Throughout the entire Fiscal Year 2018, the Board of Health and staff have been very involved in reviewing technical reports/plans, providing comments/memos to the ZBA, accepting correspondence and resident comments, and discussing various agenda items regarding 2 large 40B projects that are going through the ZBA hearing process in town; Windsor Place (24 School Street), Cascade Wayland (113-119 Boston Post Road).

Food Inspector Beth Grossman again completed two rounds of annual inspection of all permitted food establishments as required by MA Food Code. This includes school cafeterias, church kitchens, full-service restaurants, acidified rice variance facilities, assisted living kitchens, pizza, bagel and sandwich shops, private club kitchens and any establishment serving packaged foods. The exceptions are those that open seasonally, which are inspected once per season. Re-inspections to follow up on any violations were conducted.

We are still waiting for final adoption of the FDA Food Code which is now anticipated to happen in Fall 2018. Beth Grossman is in monthly contact with the MA Food Protection Program to keep abreast of the changes so that as soon as they are adopted we can start the training process for office staff followed by the permit holders.

The Russell’s Farmers Market both winter and summer vendors had their plans reviewed for their booths and permits were issued. On-site inspections were also held early in the market season for both markets. In total there were 78 vendors this year.

Five facilities cater to Highly Susceptible Populations of senior citizens in Wayland. Beth Grossman reports that they are all currently

enforcing the MA Food Code regulations specific to this population.

Beth Grossman conducted Tobacco Compliance Checks to monitor products sold by local vendors as per the Tobacco Regulations. Tobacco Compliance checks were also conducted (twice per year) by the Wayland Police Department (to monitor products sold to persons under 21).

We continue to see a need for inspections for large temporary events.

Food Inspections

	FY 17	FY 18
Routine Inspections	134	145
Re-inspections	68	64
Food-borne Illness Investigation	2	3
General Complaints	5	2
Plan Reviews	0	6
Farmer’s Market Vendors	78	78
Temporary Event /Food Safety Review (mostly phone)	31	9
Power Outage Visits	0	0
Variance Hearing	0	0
Recall Calls	1	0
Acidified Rice HACCP plans	4	3
Tobacco Compliance Checks	14	15
Highly Susceptible Population Establishments	5	5

Routine Services

The Department oversees the daily management of public health and environmental programs, collection of communicable disease statistics, issuance of burial permits, issuance of licenses and permits as reported in the statistics section, review of subdivision plans and building permit applications, and monitoring the contracted services in the areas of mosquito control, animal control, mental health services, and Household Hazardous Waste Collection days twice yearly. Staff has continued to be involved with responding to complaints, managing problems and issuing permits related to beaver dams through the regulatory process in Town.

Animal Control

Services are provided for rabies and problem wild animal consultation, specimen preparation for rabies testing and delivery to the lab, and animal carcass pickup and disposal.

Rabies Control

The risk of rabies continues to be a potential problem. Rabies has been found in the past in foxes, raccoons, skunks and bats in town. As needed, specimens are sent for testing and state guidelines/protocols are followed. The Health Department staff continues to provide information to the community and guidance in an effort to reduce the threat of rabies to the general public. Situations often arise where office staff assists with answering questions regarding potential rabies exposure, testing, and acting as a liaison with the State Lab and Epidemiologist.

Tick-borne Illness

Deer ticks and many other species of ticks appear in our woods, back yards, grassy areas and trails searching for a blood meal from an animal or human host. Ticks can carry diseases that can be transmitted to humans. Residents might know a family member, friend or neighbor who has been treated for one of the three tick-borne diseases that are becoming widespread in our area: Lyme, Anaplasmosis (Ehrlichiosis), and Babesiosis. These diseases can seriously impact an individual's health and life-style, and it's important to learn about the diseases, their symptoms and ways in which you can protect yourself and loved ones.

We have continued to keep in the loop with the Tick Task Force and any new emerging issues regarding this serious regional public health issue, as well as share ideas and resources regarding prevention of tick-borne diseases. We have attended educational programs and provided guidance to the public through press releases and information on our website. Known officially as the Middlesex Tick Task Force, representatives from Acton, Bedford, Carlisle, Concord, Lexington, Lincoln, Waltham, Wayland and Weston envision their mission as providing tick-borne disease education for their residents. The group's goals

are to increase awareness of tick-borne diseases in our towns, to educate residents about effective prevention measures, and to promote inter-town collaboration about these diseases in Middlesex County. Initiatives include continuing to provide educational materials for distribution, educational articles, work on posting tick warning signs, along with educational materials at Conservation Trails in Wayland.

NURSING

Ruth Mori, MSN, RN, continues to function in the dual role of Public Health Nurse and School Nurse Leader. We congratulate Ms. Mori, after many years of hard work and dedication, for receiving her Masters of Science Degree in Nursing in May of 2017.

As the Public Health Nurse, Ms. Mori manages a number of necessary functions per MDPH requirements that involve vaccine management, communicable disease follow up, direct oversight of our Community Health Nursing Program, and emergency preparedness. She is also the Wayland representative to the newly merged MDPH Region 4AB Public Health Sector of the Health and Medical Coordinating Coalition (HMCC) of Emergency Preparedness.

This year residents were offered injectable Seasonal Flu Vaccine in conformance with CDC recommendations. Flu mist was again not recommended this year as per the Advisory Committee on Immunization Practices (ACIP) since it lacked effectiveness over the previous three flu seasons.

We also offered Hi-Dose Flu Vaccine for our residents aged 65 and older who requested it. With parental consent, flu vaccination was available to students within each Wayland Public School as well. In addition, Pneumococcal, Tetanus, Diphtheria and Pertussis (TDAP) vaccine was provided to residents according to the CDC recommendations upon request.

In 2018, the Health Department utilized Public Health Emergency Preparedness (PHEP) funds to procure Public Access Individual Bleeding Control Kits. These kits will be disseminated as another tool with which to support emergency preparedness in public buildings throughout the community. They will be located within or near the Automatic External Defibrillators (AEDs) already in place.



Public Access Defibrillators are located in the following Town-owned buildings: All school buildings, the first floor of the Town Hall by the Town Clerk and the elevator, Town Hall gym, Town Beach, the Public Safety Building lobby, the Transfer Station in the brown office building, and the Wayland Library.

The large community flu clinics are held to support residents receiving their seasonal flu vaccine and to practice the various stations that may be necessary to dispense medication to residents during a Public Health emergency. These clinics operate within the incident command system (ICS) and are supported by the Medical Reserve Corps (MRC). The Wayland MRC consists of an active group of volunteers who provide both clinical and clerical support to the Health Department for Public Health emergency activities. The dedication of our MRC members continues to ensure that quality based services are available to support the needs of residents during our annual community flu clinics and in the event of an actual Public Health emergency.

Community Health Nursing

The Board of Health, under a memorandum of understanding with the School Committee, completed its eleventh year of responsibility for the School Nursing Program which includes 5 full time school nursing positions. Each of our schools has a full time Registered Nurse during regularly scheduled school hours. These nurses provide an array of health services for the population within each of their schools. Ruth Mori, as the School Nurse Leader in the Public

Health Nurse/School Nurse Leader dual role, provides direct supervision to the entire Community Health Nursing Program.

This year Ms. Mori has provided training and consultative services to The Children's Way (TCW) Pre-school. In addition, she provided assistance to the program in hiring an individual nurse/classroom assistant that was necessary. The School Department Physical Exam Policy that had been updated was implemented this fiscal year. Ms. Mori has also drafted policies and protocols for Wayland Public Schools that are being reviewed for implementation in FY18. They are: Immunization, Communicable Disease, and Life Threatening Allergies.

The Massachusetts Department of Public Health's Essential School Health Services Division has provided funding for school health supplies, services, and educational programs that have proven to be extremely beneficial to our program. The Community Health Nursing Program promotes the education of students by supporting the overall health, wellness, and safety of all individuals within the school environment.

Specifically, nurses provide emergency, routine, and preventative health services to the schools, consult with school staff and parents concerning health concerns, provide health education services as needed and maintain student health records. The nurses oversee and perform all required screening services to students and comply with all relevant State regulations and reporting requirements. In addition, there are several substitute nurses within our Community Health Nursing Program who work on an as-needed basis.

As part of the Massachusetts Department of Public Health Essential School Health program, there are statistical requirements that must be fulfilled. Our data collection for the following information occurred between September 2017-June 2018. There were a total of 24,308 student visit encounters to our health rooms as a result of accidents, illness, and medicines. There were 2,150 students who made at least one visit to the health room this year. There was also an overall

93% return to class rate, meaning that students were able to have their concern managed and return to class without having to be dismissed or away from class for prolonged periods of time. Additionally, nurses perform health screenings and/or re-screenings as mandated by the Massachusetts Department of Public Health. From the screenings that were performed our nursing staff referred 30 students for potential hearing concerns and 51 students for potential vision issues. These referrals help families to work with their child's primary care provider in case glasses or other adaptive medical equipment is necessary for students to access their educational setting. The Community Health Nursing Program collaborates between the Health and School Department and remains an integral part of the Wayland Public Schools.

Public Health Nursing Services

Our Public Health Nursing focus is preventing disease and decreasing the development and transmission of health conditions that impact our residents and to assist in the management of the overall health of our community. We again provided the Prevnar 13 and Pneumococcal vaccine to our Seniors this year and included significant enhancements to our modes of flu clinic communication: We used an auto dialer

to announce our clinics to prior Senior Clinic attendees, and we utilized both reverse 911 and electronic sign boards courtesy of our Public Safety partner, the Wayland Police Department. The major initiative this year was the creation of the Flu Clinic Flow System to automate the registration and data collection portion of the Flu Clinic process (See Flu Clinic Automation).

Our Public Health Program covers a broad range of services to Wayland residents and includes:

- Blood Pressure appointments
- TB Screenings
- Vaccine Administration:
 - 1,609 doses of seasonal flu (injectable) vaccine of which 438 were High Dose
 - 4 doses of Tdap vaccine
 - 0 TB test performed
 - 4 doses of Prevnar 13 vaccine
 - 3 doses of Pneumococcal vaccine
- MA DPH Vaccine Administrator/Provider
- Overseeing Medicare and Health Insurance Flu Vaccine Reimbursement Program
- Following up of MA DPH Reportable Communicable Diseases (158)
- Community Health education
- Conducting health inspections and health related education to Summer Camp
- Programs provided within Wayland –enforcing new State Regulations and Requirements
- Collaborating with Region 4A Emergency Preparedness activities
- Preparing MA DPH Emergency Preparedness deliverables
- Medical Reserve Corps Coordination



Flu Automation

We spent several months working with D.H. Keene Associates, our application developer, to create a clinic flow database and application to automate the Wayland Flu Clinics. This system automates the registration and insurance data collection through card reading technology, electronically records the resident's authorization to bill insurance, allows for the screening activities required to determine which vaccine can be given to residents based on a medical assessment, and records the vaccine, date administered and the name and credentials of the administrator—all done through the use of stickers. We use a 2 dimension bar code scanner to check the resident/recipient out of the clinic which updates the database. This allows for Wayland to send materials to UMASS

(our billing agent) to bill the insurance companies on our behalf. The reimbursement is what funds the following year's purchase of vaccine, at no cost to Wayland residents. We had a very successful first year. Our plan for next year is to test electronic interfacing to UMASS and then to MIIS, the Commonwealth's Immunization Registry.

At the annual meeting for the vaccine reimbursement program, we were informed that the Town of Wayland was at 95.59% reimbursement. We are among the top performers in Massachusetts (4th in MA Claim Value Rank) in realizing reimbursement for both vaccine costs and its administration. We are continuing to streamline our processes, taking advantage of tax work-off personnel and utilizing our

MRC volunteers, to maximize purchasing to offer vaccine to our residents. Additionally, the Wayland Health Department has complied with the

Commonwealth’s requirements to update the MIIS (Massachusetts Immunization Information System) for each dose of vaccine administered.

BOH Health Statistics as of June 30, 2018
Communicable Diseases reported to the Health Department:

Amebiasis	1
Babesiosis	4
Calicivirus/ Norovirus	1
Campylobacteriosis	3
Ehrlichiosis	1
Giardiasis	1
Group B Strep	1
Haemophilus Influenzae	1
Hepatitis C	7
Human Granulocytic Anaplasmosis	9
Influenza	56
Lyme Disease	51
Mumps	2
Pertussis (and other Bordetella species)	2
Polio	1
Salmonellosis	3
Streptococcus Pneumoniae	3
Tickborne (Other)	2
Tuberculosis	2
Varicella	6
Zika Virus	1
Total	158

Animal Inspector

Animal Inspector Bruce Sweeney provided annual inspections for animal keeping permits in the Town. The following is a summary of the animal inspections for FY18:

	FY 18
Horses/Ponies	28
Sheep	4
Goats	0
Swine	4
Cattle	23
Donkeys	0
Llama	0
Chicken	112
Water Fowl	

Animal Control Officer

Animal Control Officer (ACO) David Poirier responds to requests from the Police Department, the Board of Health and from citizens regarding problem animal reports on public and private property. In FY 2018, the ACO responded to 78 calls for the collection and disposition of dead animals on public property.

BOH Permitting Statistics as of June 30, 2018

	FY 17	FY 18
Animal Keeping	22	14
Burial	208	179
Disposal Works Installers	33	37
Review of Previously Approved Plans		
Variance Requests		
Food Service Establishments	39	36
Limited Food Service	10	12
Residential Kitchens	2	2
Farmer’s Markets	78	81
Retail Food	12	10
Limited Retail Food	10	9
Funeral Director	1	1
Operating Semi-Public P	11	11

	FY 17	FY 18
Pool Construction	3	2
Pool Installer	0	2
Recreational Camps for Children	12	11
Refuse Collection	18	16
Septage Hauler	22	19
Tobacco Sales	14	14
Wastewater Treatment Plant	5	5
Private Well	8	13
Frozen Dessert Mfg.	1	0
Mobile Food	0	0
BOH non-variance hearings	0	0

Household Hazardous Waste
 208 Wayland residents and 12 non-residents participated in the two
 Household Hazardous Waste Collection Days sponsored by the Board of Health
Fall 2017 - 109 Spring 2018 - 99

The Human Relations Service, Inc.

The Human Relations Service (HRS), a private, non-profit community mental health agency, has been Wayland’s provider of outpatient mental health service since FY 97. As the table below shows, during FY 18 HRS provided 1,263 total service hours to Town residents, slightly more than last year, and the distribution of the hours continued a recent trend: more counseling to residents and less to students on special education plans. 1,185 of our total hours were for clinical service. Of these, 1,152 were provided to residents who sought help directly and 33 to students in the Wayland Public Schools who were seen in connection with their SPED plans. The former included families with children not on SPED plans, and residents who were referred by other clients, pediatricians, or other health care professionals. (All Wayland residents are eligible to be seen at HRS regardless of their ability to pay.) These clients

received outpatient psychotherapy for a range of mental health issues.

The latter group received services that the Town is legally mandated to provide. As part of this effort, we provided 78 hours of consultation to school staff about their own work with students. This combination of treatment and consultation is an ideal way to both meet students’ needs and avoid the dislocation and expense of residential and other special programs. (Even one such placement can exceed the entire cost of our town grant.) In recent years, school staff have successfully managed student care while reducing the number who’ve needed direct counseling at HRS. We’ve been pleased to help in this effort. The dollar value of our combined services exceeded by \$47,815 the combined revenue from our Town grant and the fees we received. We raised money ourselves to close this gap.

Service Hours

	FY 18	FY 17
a) Clinical hours to Town residents (non-school)	1,152	1,057
b) Clinical hours to students with SPED plans	33	105
c) Consultation hours to school staff re: b)	<u>78</u>	<u>92</u>
Total	1,263	1,254

FY 18 Detail

	Hours	Charges	
<i>General (non-school) Services</i>			
Counseling to children and families*	1,152	201,600	201,600
<i>School Special Education Services</i>			
Counseling to students	33	4,125	
Consulting to staff	<u>78</u>	<u>9,750</u>	
Total	111	13,875	<u>13,875</u>
Total value of all services			215,475

Income

Town funding		59,310	
General counseling fees paid (clients & insurers)*		<u>108,350</u>	
Total income		167,660	<u>167,660</u>
Deficit			-47,815

**Almost all our patients had some form of insurance coverage but in almost no cases did this cover our full charge. Additionally, 76 of our 1,152 general counseling hours were to residents who couldn’t afford their own portion of the charge and were awarded a reduced fee based on proof of income status.*

Report of the East Middlesex Mosquito Control Project

The East Middlesex Mosquito Control Project conducts a program in Wayland consisting of mosquito surveillance, larval mosquito control and public education.

Mosquito populations were significantly below average during the summer of 2017 due to the dry weather during 2015 and 2016. During spring of 2018, spring mosquito species were around average. The Massachusetts Department of Public Health determined that there was a low West Nile Virus (WNV) risk and a remote EEE risk in Wayland during the 2017 season. There were 6 residents in Massachusetts that contracted WNV in 2017; none of which resided in Wayland.

The adult mosquito surveillance program monitored mosquitoes from 21 Wayland trap collections. Specimens from 9 trap collections were sent to the State Public Health Laboratory to be tested for EEE and WNV. Mosquitoes from 3 samples tested positive for WNV. All of the samples tested negative for EEE.

The larval mosquito control program relied on the larvicides Bacillus thuringiensis var. israelensis (Bti) and methoprene, which are each classified by the EPA as relatively non-toxic. Field crews made 15 site visits and applied Bti using portable sprayers to 26.5 wetland acres when high densities of mosquito larvae were found in stagnant water. During the 2017 mosquito season, larvicides containing methoprene were applied to 2,300 catch basins to control Culex mosquito larvae. Culex pipiens mosquitoes are considered to be the primary WNV vectors in this region.

The Project's public education program is designed to develop awareness within the public and the private sectors as to their roles in mosquito control. The Project serves as a

resource to residents, municipal officials and the local media on mosquitoes and mosquito borne diseases. A web page located at <https://sudbury.ma.us/emmcp/> provides residents with information on mosquitoes, control programs and related topics.

Respectfully submitted,
Brian Farless, Superintendent

FY 2019 FOCUS AREAS

New Food Code Implementation

We are expecting the new Food Code to be adopted in FY19 and we will be involved with training and education for inspectors and food service staff in Wayland as well as and handling enforcement. This may be a big adjustment for the food service industry as there are many changes in the code.

Septic Regulations

Health Department staff will be working on updating the septic regulations to present to the Board for review/consideration and adoption.

Board of Health Members:

John G. Schuler, M.D., Chair
Brian J. McNamara
Arnold Soslow, M.D., Co-Chair
Susan Green
Robert DeFrancesco, D.M.D.

Respectfully submitted,
Julia Junghanns, R.S., C.H.O.
Director of Public Health

We thank Board of Health Chairperson Elizabeth Brewer M.D. for her many years of dedication to the Board and volunteering for the town. Elisabeth Brewer served on the Board since 2011 and her term ended in spring 2018. Also, we welcome Robert DeFrancesco D.M.D. who was elected to the Board at the spring 2018 Annual Town Meeting.

INSPECTION/BUILDING DEPARTMENT

Fiscal 2018 Building Department permit fee revenues are as follows:

Building Permits.....	\$ 454,842.00
Gas Permits.....	\$ 11,238.00
Plumbing Permits.....	\$ 12,842.00
Electrical Permits.....	\$ 27,573.00

Total Building Department Permit Fee Revenues\$ 506,495.00

The primary mission of the Building Department, including the Specialized Code Inspectors, is to administer all permits related to construction, plumbing, gas and electrical work as well as code enforcement. It is the intent of the code to establish the minimum requirements to safeguard the public health, safety and general welfare through control of the built environment, and to provide safety to firefighters and emergency responders during emergency operations.

The State Building Code and the specialized codes apply to:

- The construction, reconstruction, alteration, repair, demolition, removal, inspection, issuance, and revocation of permits or licenses, installation of equipment, classification, and definition of any building or structure, use and occupancy of all buildings and structures or parts thereof
- The rehabilitation and maintenance of existing buildings
- The standards or requirements for materials to be used in connection therewith, including but not limited to, provisions for safety, ingress and egress, energy conservation, and sanitary conditions.

The Building Department is also authorized to provide:

- The interpretation and enforcement of the Town of Wayland Zoning Bylaws and enforcement of certain provisions of the Town of Wayland Town Bylaws
- Administrative liaison services to the Zoning Board of Appeals
- Administrative support for weights and measures agent.

The Building Department serves to maintain on file records, plans and other related documents for individual parcels and structures in order to inform zoning enforcement following a written request or to provide general background information to a resident who plans to improve their property.

On a daily basis, the Building Department serves the residents, business owners, and contractors within the community by processing numerous permit applications, zoning requests for hearings, issuing permits, performing periodic state inspections, conducting site visits, investigating complaints and granting certificates of use and occupancy. Department staff communicates with applicable land use departments to better serve its users and expedite the permit approval process and zoning board hearings and decisions.

The Building Department would like to recognize Plumbing/Gas Inspector Allan Sherman and Wiring Inspector Leo Landry, both of whom have retired, for their past service promoting public safety to the residents of the Town. The Building Department would also like to recognize the professional services of Cheryl Starek and Liz Reef, who have both moved on to new careers. We wish them all the best in the future.

Fiscal 2018 construction activity included the following number of building permits:

17Single Family Dwelling Units
40Residential Addition
16Residential Finished Basement
44Residential Bathroom Remodel
33Residential Kitchen
28Residential Deck/Porch
48Residential Window Replacement
41Residential Door Replacement
149Residential Roofing
26Residential Accessory Structures
56Residential Renovations
259Residential Miscellaneous
3Commercial Tenant Fit Out
5Commercial Renovation
2Commercial Town Building
7Commercial Sign

Respectfully submitted by the staff of the Building Department:

Acting Department Assistant and ZBA Liaison:
 April Leshore
 Department Assistant for both Building and Planning Departments: Cheryl Starek
 Part-time Plumbing/Gas Inspector: Steve Bottazzi
 Alternate Plumbing/Gas Inspector: Ernie Ferraro
 Alternate Plumbing/Gas Inspector: John Duffy
 Part-time Electrical Inspector: Dale Blue
 Alternate Electrical Inspector: Jack Alesse
 Local Building Inspector: Nathan Maltinsky
 Building Commissioner: Geoffrey S. Larsen,
 CFM

BOARD OF PUBLIC WORKS

The Board of Public Works

Created in 2009, the Board of Public Works is an elected body of five volunteers who are responsible for budgeting, oversight, and policy making for DPW operations, granting large irrigation permits and large water abatements, reviewing traffic calming requests, reviewing highway and cemetery improvements.

Members included: Prescott “Woody” Baston (Chair) Michael Lowery (Vice Chair), Thomas Abdella, Jonathan Mishara, and Michael Wegerbauer. In January 2018, “Woody” Baston passed away – he will be missed. After the 2018 election, Clifford Lewis was elected and is now Vice Chair, and Michael Lowery is Chair.

The Board of Public Works normally meets on the second and fourth Tuesdays of the month at 7:00 pm in the DPW facility, 66 River Road. Meeting agendas are posted on the town website, meetings are open to the public, and public comment is welcome at the start of the meeting.

Highlights for the Board of Public Works in FY 2018 were:

As the result of the Board of Public Works request for CPC funds, at the 2017 Special Town Meeting, Wayland residents voted to “APPROPRIATE FUNDS TO RESTORE/PRESERVE STONE PILLARS AT CASTLE GATE ROAD AND WEST PLAIN STREET.” The work will be completed in the fall of 2018.

As the result of the sponsorship of the Board of Public Works at the 2017 Special Town Meeting, Wayland residents voted “107 OLD SUDBURY ROAD DEMOLITION,” near Baldwin Pond Wells. The work was completed after coordination with the Historical Commission.

As part of the capital budget, the Board of Public Works at the 2018 Annual Town Meeting, residents voted to proceed with the replacement of older water meters.

In addition to the Articles passed at Town Meetings, the Board of Public Works:

- Supported the consolidation of the Town Surveyor’s office and a new project manager within the DPW Engineering Division.
- Helped advance the re-use of the old dump site south of Rt. 20 for school bus parking and DPW materials storage.
- Worked with the Board of Selectmen to establish a uniform policy for plowing private ways.

- Reviewed long-term water planning, costs and revenues, alternative sources and set new water rates, and added a municipal rate.
- Participated in discussions with Wastewater Management Commission and the School Department regarding consolidation of operation and oversight of wastewater treatment plants.
- Reviewed many irrigation applications and requests for water abatements.
- Voted to raise some transfer station fees to cover higher costs for recycling and disposal.
- Participated in discussions among our Selectmen, state legislators, MassDOT, Eversource, and Verizon regarding delays completing the route 27/30 intersection.
- Reviewed new EPA 'MS4' stormwater management requirements and their cost to the Town.
- Reviewed bridge condition and MassDOT reports with director Holder.
- Continued bi-monthly review of DPW operational and financial status.
- Heard Traffic Calming requests – Claypit Hill Road.
- Held Shade Tree Hearings and Scenic Tree hearings with the Planning Board.
- Discussed alternatives for WPD firing range displaced by River's Edge re-use.

DEPARTMENT OF PUBLIC WORKS

The Highway Division

The Highway Division is responsible for maintaining, repairing, and construction all Town roads, sidewalks, bridges, and associated drainage facilities: snow and ice operations; fleet maintenance; and procurement of services for major projects and equipment.

In FY2018 the Highway Division:

- Reconstructed 3.5 miles of Roadway: Bow Rd, Apple Tree Ln, Waltham Rd, Williams Rd, Kelly Ln, Mansion Rd, Trinity Pl, Winthrop Rd, Winthrop Terr, Lakeshore Dr (east), Castlegate Ext, and

Main St from School St to Legion Square.

- Completed annual program of painting all crosswalks/stop lines and roadway lines
- Completed annual program of cleaning all catch basins and sweeping all Town roads.
- Responded to 28 winter weather events requiring the application of anti-icing treatment and/or plowing and snow removal
- Worked in conjunction with the Park Division with responding to tree emergencies as well as assisted with mutual projects. The Highway Division also assisted the Water Division with water breaks and roadway excavation.
- Responded to 331 Service Requests of the following nature:
 - 36 – Snow Related Issues
 - 77 – Potholes
 - 129 – Roadside Issues
 - 28 – Drainage, Catch Basin/Manhole Issues
 - 20 – Signs
 - 41 – Road Grading or Sweeping

The Fleet Maintenance Division

The Fleet Maintenance Division is responsible for maintaining 62 DPW vehicles, 14 trailers, and 10 Town Building vehicles. Additionally, the Fleet Maintenance Division maintains over 350 pieces of small equipment.

In FY2018 the Fleet Maintenance Division:

- Administered surplus vehicle and equipment trade-ins and auctions valued at over \$45,000.
- Completed DPW organization improvement projects, including the installation of pallet racking within the DPW Facility to allow more equipment to be stored out of the elements and the implementation of a comprehensive fleet preventative maintenance program.

- In addition to preventative maintenance, the Fleet Maintenance Division completed the overhaul of Highway Heavy Truck 18, significantly extending its useful life.

The Park Division

The Park Division manages and maintains over 200 acres of Open Space in Wayland including all School grounds, more than 26 athletic fields, the lawns of the Town Building, Town Beach, and playgrounds--including School Playgrounds, and miscellaneous Parklands. The Park Division is also integral to winter storm response and snow removal operations. The Park Division is responsible for the care, maintenance and removal of Town-owned trees along over 200 lane miles of roadway. The Park Division also manages the operation and maintenance of the North, South and Lakeview cemeteries

In FY 2018 the Park Division:

- Completed extensive reseeding, weeding, trimming and mulching of the Town Cemeteries and Town Grounds in preparation for Memorial Day ceremonies
- Completed landscaping and preparation of the grounds for the High School graduation
- Maintained and repaired School and Town Playgrounds
- Assisted Highway Division with 28 Ice and/or Snow related storms and associated snow removal
- Oversaw (88) burial interments in Town Cemeteries
- Worked in conjunction with Public Safety and Highway Division, to clear roadways and remove hundreds of downed trees during the March 2018 storm that had left many Town roads impassable.
- Reconstruction of all the roadways in Lakeview Cemetery. Constructed and developed new addition to "S" section.
- Responded to 276 Service Requests of the following nature:

- 236 - Tree/Brush Related
- 12 - Town/School Grounds

The Water Division

The Water Division operates and maintains the Town's drinking water supply. The primary responsibility of the Division is to provide a potable, reliable supply of water for residential and commercial users and to provide fire protection for the Town. The Division maintains 102 miles of water main, 760 fire hydrants, a two-million gallon water storage tank, the Baldwin Pond water treatment facility, and 5 additional well sites throughout Town. In 2018, Division staff oversaw the provision of 530 million gallons of potable drinking water. Staff are fully licensed by the Massachusetts Department of Professional Licensure. Water Division staff provide 24/7/365 coverage for Water related emergencies.

Distribution responsibilities are:

- Repair water main breaks
- Repair water service leaks
- Water distribution system preventative maintenance
- Fire hydrant repairs, maintenance and replacement
- Annual flushing program

Additional duties include meter reading, dig safe mark outs, meter repair & replacements, leak detection and cross connection survey / testing. In 2018, crews responded to 15 after-hours water main breaks / water service leaks.

Treatment duties include:

- Daily compliance sampling of water quality parameters
- Weekly, monthly and quarterly water quality sampling for Safe Drinking Water Act Compliance
- Customer water quality investigations
- Operation and maintenance associated with all well sites and the Baldwin Pond water filtration facility.

Happy Hollow Plant Stand-by Generator Project:

Construction was completed on the installation of a stand-by generator capable of powering the facility during a power outage.

Reeves Hill Storage Tank Exterior Renovation:

Exterior tank restoration and interior tank cleaning was completed.

Happy Hollow Pump Station Access Road and Water Main Project:

Construction was completed on the water main loop and new access road for the Happy Hollow Wells.

Annual Water Quality Report:

In accordance with MassDEP regulations, routine and non-routine water quality testing activities continue to demonstrate that Wayland's drinking water satisfies all State and Federal requirements. The Annual Water Quality Report, which is updated each spring is available on the DPW Website.

The Transfer Station Division

The Wayland Transfer Station operates within a self-sustaining revolving fund, with fees from stickers and Pay-As-You-Throw bags.

In FY2018 the Transfer Station:

- Sold 1907 Full Stickers and 179 Recycle-Only Stickers.
- Handled approximately 1000 tons of municipal solid waste and approximately 700 tons of recycled materials.
- Utilized a MassDEP Grant to establish a mattress recycling program

The Engineering Division

The Engineering Division is responsible for the assessment, survey, study, design, bidding, and oversight associated with the operation, maintenance and construction of the Town's infrastructure. The Engineering Division also supports all Town Departments in various technical aspects of the projects that impact or are performed on Town's facilities and infrastructure.

In FY2018 the Engineering Division was engaged in the following initiatives:

- Hired a new Town Surveyor, who began work in February of 2018.
- Incorporated the GIS Manager and associated functions within the DPW.
- Improvements to GIS and other databases for implementation into asset management systems.
- Performed analysis for the implementation of FY 2019 Water Rates.
- Support to Wastewater Management District Commission oversight and administration of the District facilities.
- Development of utility system GIS layers for water, wastewater and drain systems.
- Design, permitting, bidding and construction coordination of DPW and Town projects including, North Cemetery Expansion, 107 Old Sudbury Demolition, and Gate House Roof Replacement.
- Assistance to Recreation Department for capital projects – Town Building, Oxbow, and Loker fields.
- South Landfill Repurposing project coordination and permitting efforts.
- Coordination of mapping and numbering of fire hydrants.
- Surveys of Town projects including 107 Old Sudbury Demolition, Cemetery Expansions, field layouts, Oxbow Field entrance and others.
- MS4 system inspections for GIS database improvements and conditional assessment.
- Technical review of stormwater permit submittals to the Conservation Department.
- Mapping of Conservation trail systems using GPS equipment.
- Review of building projects for impacts to DPW systems and pre-permitting activities.
- Support of planning, design and construction projects in other Town departments.
- GPS collection of bounds and related improvements to mapping of road layouts throughout the Town.
- Development of standards for the procurement, administration, and management of capital projects.
- Coordination and management of consultants conducting studies and analysis for the DPW.
- River's Edge Land Disposition Agreement administration and coordination.

SURFACE WATER QUALITY COMMITTEE

SWQC’s Mission Statement –To manage the quality of Wayland’s surface water assets

Committee Members

Jack Carr, Tom Largy, Mike Lowery, Toni Moores and Lisa Newton

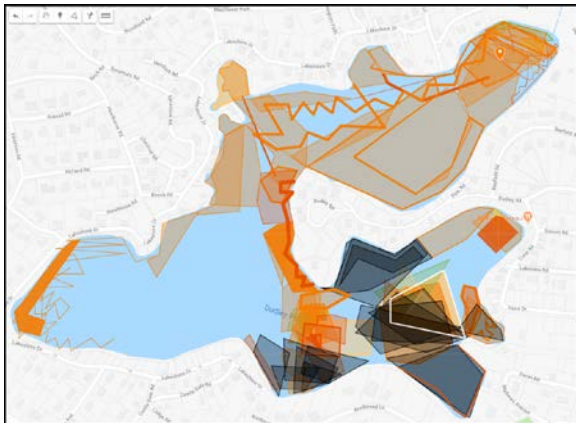
Annual Budget

All was completed within the budgeted \$43,500.

Dudley Pond

(Mike Lowery, project coordinator)

2016’s treatment against Eurasian Milfoil suppressed both invasive milfoil and tape-grass during 2017’s season – but in 2018 both milfoil and tapegrass came back in force.



Dudley Pond Milfoil Hand Pulling Map

By mid-August divers had pulled over 22,000 milfoil plants by the roots.

Map: <https://goo.gl/dfdZLe>

Many New England lakes saw significant tapegrass infestations in 2018. SWQC plans nine acres of mechanical harvesting in September 2018.



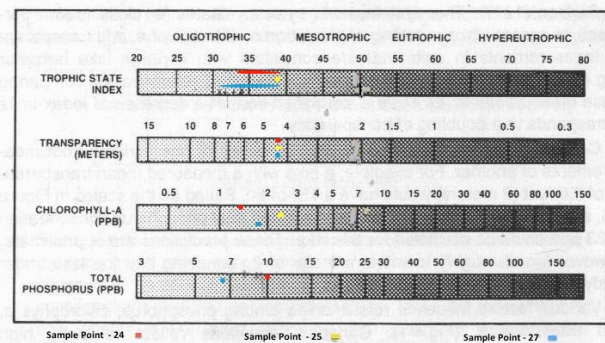
Mechanical Harvester at Mansion Beach

Mansion Beach Closings

In late June 2018 high levels of E. coli bacteria caused Mansion Beach closures. Bacteria levels spike when rains wash waterfowl and other animal droppings into the water streets, beaches and grassy areas.

Water Quality Analysis

Continuing our 3x annual water quality samples at three locations showed continuing improvement in water clarity and quality. Summer 2018 readings were the best since we started sampling in 2011.



Heard Pond***(Tom Largy, project coordinator)***

Based on Tom Largy's diligent management of Water Chestnuts on Heard Pond The League of Women Voters of Concord-Carlisle, Sudbury, and Wayland awarded Tom its River Steward award. Congratulations Tom!

*River Steward Tom Largy*

The Water Chestnut removal project started in Heard Pond in 2003 and is ongoing. Millions of very long-term viable seeds of this difficult invasive plant were dropped into the pond sediment with close to 100% surface coverage of the plant prior to 2003. Happily, Heard Pond is once again an open body of water, with even a sailboat spotted on the pond this past summer. Sailboats, with their keels, don't sail very well in weedy water.

In 2018 the remaining seeds in the sediment are much fewer than some years ago, but plants are still coming up every year and harvesting (hand pulling) must continue. Even a few unharvested plants can result in large numbers of dropped seeds, replenishing what is called a seed bank, which will perpetuate the Water Chestnut infestation for many more years to come.

North Pond of Lake Cochituate***(Jack Carr, project coordinator)******Watershed Basin Plan***

Effective July 2018 new more stringent MS-4 regulations require state and local coordination toward identification, mapping, ranking and treatment of all stormwater and related discharges into water bodies. Ranking of sources is based upon total phosphorus contribution. EPA funding (known as 319 funds) is available to towns to help fund town

and state initiatives to implement Best Management Practices. However, accessing these 319 federal funds requires the applicant town first establish a functional watershed base plan. The Lake Cochituate Watershed Basin plan was completed in July and is available online.

Milfoil

Milfoil spot treatments were conducted by DCR in July - mostly on South Basin of the Lake, but some on Middle Basin and one small location on North Basin (outlet cove only). Some diver pulling was completed in North Basin as well. Hand-pulling has been ongoing in Fiske Pond and Carling Basin for chestnuts but is now complete. Spot treatment may continue into early fall.

*Sailing on Heard Pond*

RECREATION COMMISSION



Did you know the Town of Wayland Recreation Department funds all of its programs from user fees; user fees support our popular offerings like our sold-out Day Camps, the Wayland Town Beach, and our recreation programs. Wayland Recreation is committed to enhancing our community through quality activities, events, and parks that provide worthwhile recreation experiences. We have a perpetual vision to offer “*Something for Everyone.*”

waylandrec.com | (508) 358-3660 | 41 Cochituate Road

Staff & Commission

The Recreation Department is directed by the Recreation Commission, a five member elected board. The department is currently comprised of 3.5 year-round staff members, 2.5 of which are funded through the General Fund and one is funded through the Recreation 53E ½ Revolving Fund. Recreation is also supported by 85 part-time seasonal staff and many volunteers. Recreation is thankful to the efforts of our peer Town Departments for making recreation possible, notably, the DPW who maintain acres upon acres of town fields and the beach, the Health Department who monitors the beach water quality and licenses our summer camps, also the School’s Facilities Department, Council on Aging, Police and Fire.

The last fiscal year brought many changes to Wayland Recreation. Commissioner Heidi Seaborg stepped down at the end of her three year term, and long-time commissioner Brud Wright moved on to make room for new-comers David Pearlman and Kelly Pierce. In October 2017, Nan Balmer appointed Katherine Brenna as Recreation Director, and veteran Christine Baldwin was promoted to Assistant Director.

Recreation Department

Katherine Brenna, Director
Christine Baldwin, Assistant Director
Paul McCarthy, Program Coordinator

Recreation Commission

Asa Foster, Chair (2010-2019)
Chris Fay, Vice Chair (2017-2020)
Frank Krasin (2016 -2019)
David Pearlman (2018 - 2021)
Kelly Pierce (2018 -2021)

The Recreation Commission meets monthly at 7:00pm on Mondays at the Town Building. All meetings are posted and open to the public. Your input is welcome; we are interested in new ideas and opportunities for Wayland.

Rec by the Numbers

In **FY18**, Wayland Rec served over **5,000** residents through more than **350** programs. Recreation operated the Wayland Town Beach which served over **3,200** members; saw over **10,000** visitors and **hundreds** of people sailed, paddled and kayaked Lake Cochituate, plus lifeguards conducted swim-tests for **thousands** of campers. We hired **85** seasonal staff who are predominantly Wayland students and teachers. **Four** summer day camps completely sold out in less than **1 minute**, and served over **600** campers. Through the Ski Program, **129** kids learned to ski and snowboard at Nashoba Valley. Over **200,000** hours of Field & Facility reservations were used for youth, adult and senior athletics. We gave out over **50** pounds of candy at the annual Halloween Parade and an estimated **3,500** people attended the 12th annual Touch-a-Truck.

Social Responsibility & Community Impact

Wayland Rec offers special workshops aimed at social responsibility and public safety, like the popular Home Alone and Babysitting workshops for teens, as well as American Red Cross certification courses in CPR & First Aid, Lifeguarding and Water Safety. Each year, Wayland Rec offers adaptive program initiatives to persons with disabilities through the Massachusetts Recreation & Parks Association (MRPA). Thanks to a partnership with the MA Department of Conservation (DCR) Wayland residents can also utilize a Free Parking Pass to any State Park in Massachusetts year round.

Programs & Community Events

Wayland residents have a high aptitude for recreation of all kinds. We strive to offer “Something For Everyone” with diverse and comprehensive programming for youth, teens, adults, and seniors. We reach far beyond traditional sports programs by offering a wide array of enrichment programs in areas of art, music, theatre, dance, nature, as well as in science, technology, archery, adventure, and health & wellness. Wayland Rec even offers gardening, skiing, skating, boating and swimming lessons seasonally. Recreation’s quarterly program brochure was just delivered to all Wayland residents.

Each year, Wayland Recreation presents fun family events, namely the popular **Touch-a-Truck** event, **Beach Movie Nights**, Family Science Nights, a Halloween Parade and a new fan-favorite, the Father’s Day **“Dad & Me” Campout**.



Summer Camps

It’s unbelievable. Our camps sold out in just a few minutes, again! These are fantastic camps with excellent staff. We are looking at ways to take in more kids, and shorten those waitlists. We take a lot of pride in our summer camps – it’s not childcare and it’s not school-- we take the difference very seriously. We believe the fleeting summer days between two school years is as crucial to a child’s development as the school year itself. Wayland Recreation summer staff are carefully selected, screened and trained – and they bring the *magic* of camp to our campers every day. We seek and select staff who are sensitive, caring, and fun, but also responsible and experienced working with kids. Camp staff receives over 40 hours of training and professional development.

In 2018, we renewed our camp license for the first time after we elected to have our camps licensed with the Department of Public Health (most municipal camps are exempt from meeting the states minimum standards!). We did this to ensure that camps meet and exceed the standards that parents expect from all summer camps. There are so many new regulations to make sure we keep campers safe, happy and healthy while we offer an impactful summer camp experience.



Parks, Playgrounds & Fields

Completed Projects

For the last few years we have been focused on solutions to the overused and deteriorating conditions of the fields in town; as a result we recently completed projects at **Art King Baseball Field, Town Building Soccer Field** and the **JV Baseball Field**. Additionally, you'll see updates to the outdoor basketball court at WHS, new pedal boats at the beach, and we are also finishing up town-wide safety inspections on all **13 playgrounds**.

Underway Projects

A new grass field at **Oxbow Meadows** is scheduled to be completed in 2019. In 2018, we also have plans to construct new **walking trails at Dudley Woods**, rehab the basketball court and grass fields at **Cochituate Ball Fields**, as well as upgrading the volleyball equipment for **Adult Drop-In Volleyball** on Thursday/Sunday evenings.

Future Projects

The Recreation Commission remains busy re-working the strategic plan in order to continue offering quality park and recreation facilities that benefit all facets of our community. At Fall Town Meeting voters can weigh in on a new proposed multi-sport synthetic **turf field at Loker Conservation & Recreation Area** as well as **WHS Stadium renovations**. These venues will allow crowded Wayland field users to spread out, and allows rest and rehabilitation for the existing grass fields that are gravely overused. Future site interests include Alpine, Claypit and the Middle School.

Town Beach

We offered a fresh new lineup of events on the Town Beach calendar. We kicked off Memorial Day weekend with a **Pirate Day** where hidden treasures were buried in the sand, and had two **Family Movie Nights**. Events are FREE for beach members. We now keep the beach open a week longer into August than previous summers.



Financial Model & Current Debt

The Recreation Commission currently has no debt funded by the Town.

The department has two 53E ½ Revolving Funds to collect program fees and field user fees and pay the respective expenses (MA GL Chapter 44, Section 53E ½). To start FY18, the department closed a 53D Revolving Fund (MA GL Chapter 44, Section 53D) related to the Town Beach that was adopted at the 2016 Annual Town Meeting and went into effect at the start of FY17, it was utilized for one year while we waited for restrictive spending cap legislation to pass. Voters approved \$300,000 of CPA funds to fund a new field at Oxbow Meadows, and \$154,000 from the Stabilization Fund (leaving an \$188,000 balance) to design and

construct an artificial turf field at Loker Conservation & Recreation Area, which will go to vote at Town Meeting in fall 2018.

FY 18 Goals & Accomplishments

- Increase security of information and cash/credit handling – New Credit Card Chip Readers at all POS
- Continue to meet and exceed expectations for levels of service – Grew and improved programs
- Complete the Recreation Strategic Plan – completed a working 5 & 10 year road map for facilities
- Meet inclusionary demands/needs - Residents are using the ADA Accessible beach and playgrounds!
- Offer more community and family special events – added the Campout, Cornhole, Movie Nights
- Ensure playgrounds are safe and updated – All playgrounds were inspected in 2018
- Comply with legislative mandates - Christian’s Law, Spending Caps, Camp Licensure
- Massachusetts Department of Public Health Summer Camp License – We did it!
- Park & Fields Stewardship – to take care of what we have – rehabbed a variety of sites
- Expand playing fields footprints to accommodate user demand – Oxbow Meadows, Loker TBD
- Increase Efficiency – added smarter administrative systems, better social media presence
- Make Professional Development a priority –staff attended the MRPA Conference and conducted over 40 hours of training for seasonal staff.
- One member of our team was nominated for the Massachusetts Park & Recreation Association ‘Professional of the Year Award.’

FY 19 Challenges and Future Goals

- Continue with Town Wide Strategic Plan road map
- Relocate all programs being displaced from Art Center (Fire Station #2 Programs)
- Continue to absorb impact of minimum wage increases and camper/staff ratios
- Resolve summer camp registration issues and long waitlists
- Address the growing requests from Little League
- Fill staff vacancies to alleviate OT
- Address ADA accessibility of playgrounds
- Add another community-wide event
- Fund new field irrigation charges and trash service costs in 2020
- Vet Recreation interests in Community Center Building, Old DPW Site, Alpine
- Add things that are FUN! (Coming soon : Gaga Pit, Community Contests, Snow Shoes, Campout)

All things Recreation can be found at www.waylandrec.com or www.wayland.ma.us
You can also find us on Facebook at Wayland Recreation Department!

WASTEWATER MANAGEMENT DISTRICT COMMISSION

The Wayland Wastewater Management District Commission (WWMDC) operates a sewer system that serves business and residential properties along Route 20 from Route 27 to the Town Center development. Wastewater discharged into the system flows to a treatment plant located on Town-owned property within the Town Center development. The treated wastewater is discharged to the Sudbury River.

Managerial Oversight of the Wastewater System

In Fiscal Year 2018, the WWMDC worked closely with the Town Administrator, the Board of Public Works and the Department of Public Works (DPW) to upgrade internal oversight of our system and the vendors who provide operational support and services. Following discussion with DPW and an initial trial period, the WWMDC agreed to fund part-time support from the DPW Director and the Town Engineer, both of whom are licensed by the State in wastewater operations. Both have contributed expertise in working with Whitewater—the vendor responsible for the day to day operation of the Wastewater Treatment Facility (WWTF)—and have provided the Board with professional guidance regarding more cost effective system maintenance and operation.

Additionally, the WWMDC agreed to hire a full-time Wastewater Operations Manager (WOM) in FY 2019 to reduce dependency on external contractors in daily operations and emergency response. This position will be 60% funded by the WWMDC and 40% by the Wayland Public Schools, which will receive similar support in operating the High School wastewater treatment plant. Day-to-day supervisory responsibility will be provided by the DPW. It is anticipated that the creation of the WOM position will result in longer-term cost savings through reducing overtime charges by the vendor as well as moderating monthly contract fees for system operation. The net financial impact of bringing contract services in-house will be reviewed at least annually. Additionally, it was agreed with the DPW to join with the School Department to seek a single bid for

operating both the WWTF and the High School plants to achieve potential cost savings.

Operation of the WWTF

In FY2018, the WWTF experienced a number of emergency situations. The most serious was in late January, triggered by a leaking toilet at one of our commercial users and exacerbated by a delayed response by the operational vendor. In the investigation that followed the event, the Town Engineer identified a number of opportunities to improve plant maintenance and operations, which were subsequently implemented. A major part of the expenses related to the event were credited back to the WWMDC by the vendor following a review of the event.

A root cause analysis of factors that contributed to the January event identified the need to do a deep cleaning of one of the processing trains in the plant. This was completed, and a more robust monitoring and maintenance schedule was put in place for both processing trains.

The WWTF continued to experience a high number of routine alarms calls. The WWMDC agreed with the DPW that remediating this situation would be a priority for the new Wastewater Operations Manager.

Discharge Permits and System Usage

The WWTF continues to operate under permits issued jointly by the Federal Environmental Protection Agency (EPA) and the State Department of Environmental Protection (DEP). The permits allow discharge of an annualized average limit of 52,000 gallons per day (GPD) into the Sudbury River. An application for renewal submitted on time in June, 2013 seeks an increase in discharge capacity to 80,000 GPD. As of June, 2018, the renewal application remains pending with the EPA.

In FY2018, the WWMDC somewhat modified its philosophy for allocating discharge capacities based on information provided by the Town Engineer and changes in the oversight philosophy

of the Massachusetts DEP. As a result, the board has approved some applications of additional discharge capacity upon payment of a privilege fee. The WWMDC remains committed to ensuring discharge remains well within approved limits, and has also asked larger users to provide the board with more comprehensive long-term plans regarding capacity needs.

In FY 2018, the average discharge from the plant was approximately 23,661 GPD, down about 5.5% from 25,050 GPD in FY2017. This is partially attributable to vacancies at the Town Center development, as well as the departure of Whole Foods and other tenants from the Wayland Village shopping center. The average flow is expected to remain well below the current permitted limits.

Transfer of Capacity to the Town Library

The WWMDC and the Board of Selectmen completed an agreement to transfer 820 GPD of discharge capacity to the Town of Wayland to use for the current Library Building, in exchange for a Payment in Lieu of Betterment of \$52,291. As part of the transaction, one of the previous owners of the transferred capacity paid off outstanding operational charges and transferred the associated parcel of land to the Wayland Conservation Commission at no cost.

Administration and Finances

Income for FY2018 was \$740,551. Of this amount \$477,033 was earmarked for paying off outstanding bonds (\$400,056 betterment and interest payments, \$76,978 for privilege fees for

increased discharge allocations). Operating income was \$202,864, and operating expenses were \$246,675. A share of current year operating expenses was paid out of retained earnings from the prior fiscal year.

The Commission's undesignated fund balance at the end of FY 2018 was \$1,255,193, including money collected in prior years for bond payments.

The WWMDC developed a budget for FY 2019 of \$795,149. This includes \$283,063 operating income and expenses, and \$452,086 bond and interest payments. The capacity rate for users is \$2.88/per gallon, a 45% increase from FY 2018; the flow rate was \$2.16, a 74% increase. While both rates represented a sizable increase over 2017 rates, they were in line with rates in 2016 and earlier. The Commission is committed to managing budgets to ensure more rate stability going forward.

Commission Membership and Staffing

The Wastewater Management District Commission began FY 2018 with two members: Fred Knight, Chair; and Rick Greene. In October, Uday Virkud was appointed by the Board of Selectmen as the third member, and joined the board as of November 8, 2017. Jane Capasso continued as the WWMDC's part-time Account Specialist, working on administrative issues, communicating with other town departments, and managing the Board's financial reporting.



An inside look at the wastewater treatment plant.

PUBLIC SAFETY

FIRE DEPARTMENT

Our Mission

The Wayland Fire Department's mission is to provide the finest possible fire, rescue, and emergency medical services to all those who reside in, work in, or visit the Town of Wayland. To meet our mission, we strive to achieve the highest levels of preparedness, prevention, and community involvement.

Organization

The fire department is managed by an administrative staff consisting of a Chief, an Assistant Chief, and a part-time administrative assistant. The administrative staff generally works during normal business hours, but they are called out nights, weekends, and holidays to a variety of incidents. Currently, there are four work groups that cover both fire stations 24 hours a day, seven days a week. The shift strength currently is an officer and three firefighters at Station 1 who are charged with responding with the ambulance, ladder or engine depending on the call. There are two firefighters at Station 2 who respond with an engine to all calls within town. With the approval from the annual town meeting in spring of 2018, the department will increase its staffing by two firefighter/paramedics in the fall of 2018 and will request two additional firefighter/paramedics at the annual town meeting in the spring of 2019, in hopes of bringing each shift to seven staff members.

Personnel Changes

At the end of November 2017, Firefighter/EMT Brian Burgett retired after giving 35 years of service to the community. Brian was hired as a call firefighter in 1982 and began his full-time career in 1988. Brian is a well-respected firefighter and has been greatly missed. We wish him well in his retirement.

In FY 2017, the department lost three of its seasoned paramedics who took positions in city departments within the Commonwealth. With the openings we are pleased to have hired Andrew Welch, Jack Stafford, and Mitch Mabardy. With the approval at the April town

meeting we also hired Lindsay Byrne as the 25th firefighter, and we will hire one more in October. It is our hope that the town will continue to support our efforts by approving two additional firefighters, allowing us to complete the increase of shift staffing by one, the first increase in staffing since 1970.

Fire Education

Our very active and highly dedicated staff continues to educate our residents from pre-school age to adults on fire related topics. This year the fire department, in conjunction with the Council on Aging, introduced the Way-Secure program. This program is a voluntary program for residents of any age, with or without medical or cognitive conditions. The optional four part program is helping our senior residents maintain their independence while allowing them to stay in their homes feeling safe and secure.

In addition to the Way-Secure program, the department reestablished the firefighting internship program. Through the efforts of FF/EMT Todd Winner, we were able to offer an internship to a Wayland High School student. The internship is a 16-week program focusing on different firefighting skills and providing hands-on training.

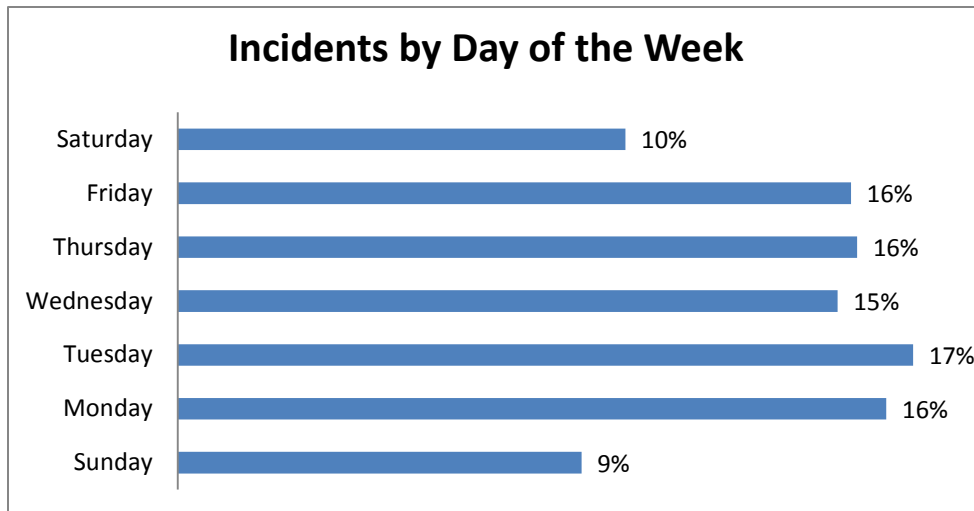
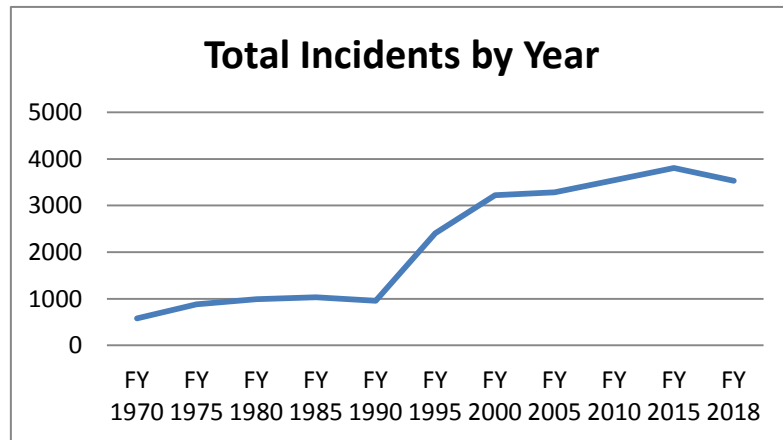
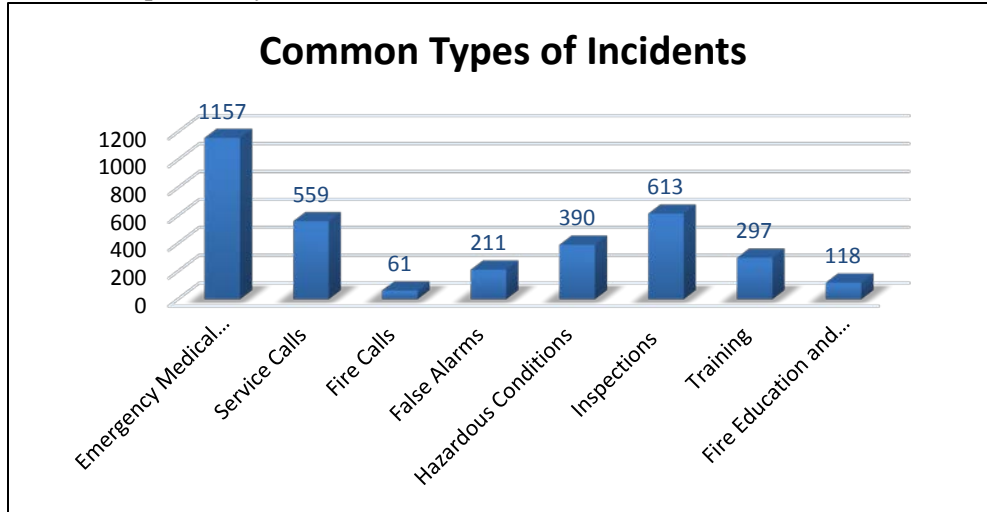
Also, the department reactivated the Wayland Citizens' Fire Academy (WCFA) in the spring of 2018. The program was highly successful with 16 members graduating. The WCFA offers residents the opportunity to experience the life of a firefighter. Training is presented from a new recruit's perspective and includes hands-on activities such as extinguishing fires with extinguishers or hose lines, and extricating

trapped victims from a vehicle by using the “Jaws of Life”. The WCFA provides a unique inside look at a firefighter’s career as well as important fire education and prevention lessons.

Incident Response

Our total incident count for FY 2018 was 3532, a slight decrease from the previous year. One of

the main reasons for the decrease was the reduction of mutual aid requests for our ambulance from the five surrounding towns. These towns have increased their staffing and are now operating additional ambulances and do not have the need to call for outside resources as they had before.



In FY 2018 the department’s daily activity load was typical for communities like Wayland. Each weekend day accounts for an average of approximately 10% of the incident activity and each weekday accounts for an average of 16%.

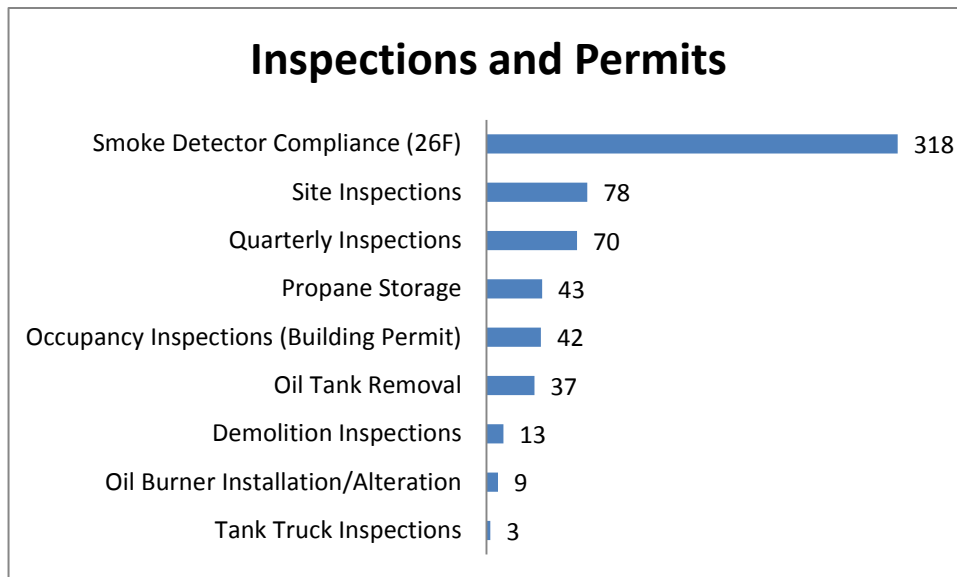
Mutual Aid with Surrounding Towns

In Wayland, we are fortunate to have mutual aid agreements with several surrounding towns. These include Sudbury, Lincoln, Weston, Natick, and Framingham. When the need arises, we are able to share resources and equipment with these communities which is very beneficial for Wayland, especially being a smaller department. Last year our ambulances responded out of town a total of 85 times with Sudbury and Weston making up the majority of the calls. An engine or the ladder responded out of town 19 times with Framingham and Sudbury being the greatest recipients of those resources. These calls ranged from house fires and medical emergencies to fire investigation incidents. In

FY 2018 we received mutual aid a total of 106 times. The majority of these were to assist with simultaneous medical calls.

Inspectional Services and Permits

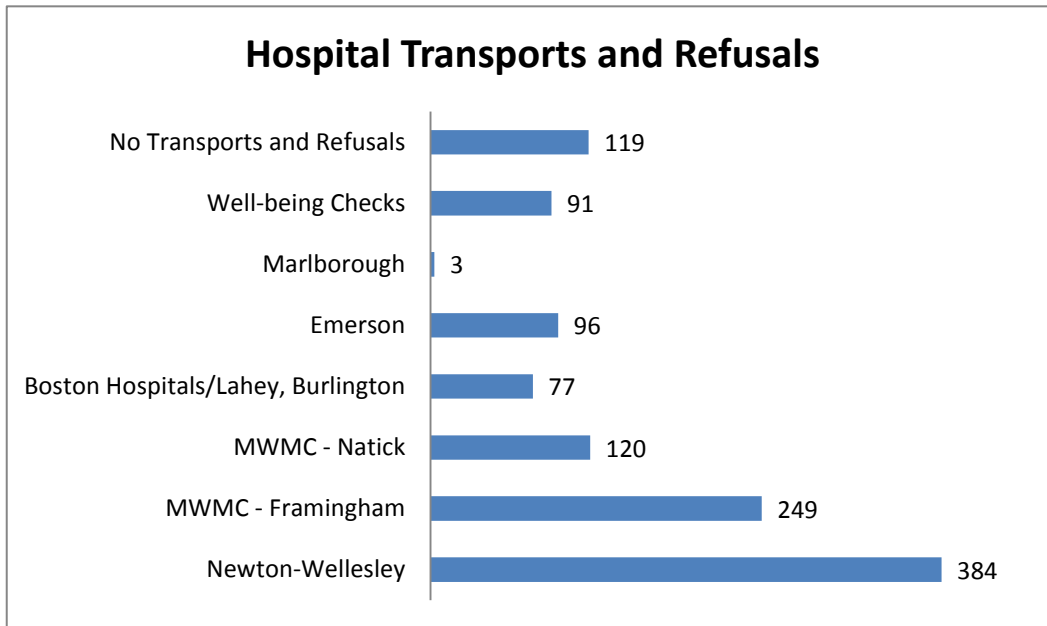
As Wayland continues to grow, we remain vigilant in our efforts regarding fire prevention and code enforcement. The Inspectional Services and Permits division, formerly known as the Fire Prevention division, is responsible for the coordination of all plan reviews and technical inspections for new construction and renovations, working closely with the Building Commissioner to jointly enforce fire protection regulations. This division is also responsible for all code compliance involving smoke and carbon monoxide alarms, storage of fuel oil, gasoline and other flammable and combustible liquids, fire protection systems, and quarterly inspections of all commercial businesses and public buildings, public and private schools, and nursing homes and assisted living facilities.



Emergency Medical Services

In FY 2018, the department interacted with 1139 people for medical services. Of these people, 929 patients were transported to emergency rooms by the fire department ambulance. The total number of transports to the emergency room at the Advanced Life Support level

(Paramedic) was 477 (49%), and 452 (51%) were transported at the Basic Life Support level. The department also responded to 91 well-being checks during the year and encountered 119 people who, either before or after being evaluated, did not wish to be transported to an emergency room.



Fire Loss

In FY 2018 the total property damage loss from fire was valued at \$63,300, a tremendous decrease from the previous year. Two incidents made up the majority of the monetary loss, the first being a structure fire on Plain Road and the second an electrical surge from the power

company into the Public Safety Building. I am happy to once again report that there have been no injuries or loss of life in our community due to fire. I am proud of these numbers and hope that the education and prevention efforts put forth by the department are a direct reflection of the reduction.

Property Damage – 6 Year Comparison by Fiscal Year

Fiscal Year	Loss	Fiscal Year	Loss
2018	\$63,300	2015	\$160,356
2017	\$372,276	2014	\$166,316
2016	\$1,003,545	2013	\$133,341

Fire Apparatus Inventory

WFD Identifier	Description	Manufacturer	Year
Engine 1	1,250 gallon per minute pumping engine	E-One	1997
Engine 2	1,250 gallon per minute pumping engine	Pierce	2017
Engine 3	1,250 gallon per minute pumping engine	Pierce	2007
Ladder 1	1,250 GPM pump with a 105-foot aerial	Pierce	2018
Forestry 1	250 GPM pump	Ford	2015
A-1	Ambulance, primary	International	2017
A-2	Ambulance, back up	International	2014
Car 1	Chief’s vehicle	Chevy	2017
Car 2	Shift Commander’s vehicle	Ford	2015
Car 3	Pick-up truck w/ utility body	Ford	1997
Car 4	Assistant Chief’s car	Ford	2012
Car 5	Admin Car	Ford	2011



Wayland Ladder Truck

The capital equipment that the department has received, such as the ladder truck pictured above, has been purchased over the past several years by funds generated from transports done by the ambulance and has not added to the tax base. Along with funding capital purchases, additional funds (\$500,000) have been transferred to the general fund each year.

Training

The department places a great deal of emphasis on the training of personnel which allows us to safely and efficiently respond to emergency situations. Our training program consists of department/company drills, online programs, the use of external subject matter experts and training with mutual aid partners. The challenges facing the fire service continue to change, and an important part of our training focuses on these new hazards. As a result, we have completed training on alternative fuel vehicles, new building construction, and hazards faced by EMS personnel when dealing with certain drugs. With the cooperation of local contractors, we have been able to utilize houses that are being taken down to conduct safe, real life evaluations and test the skills being taught in a real world environment.

Another core component of our training is focused on our emergency medical responders. All of the department personnel are Emergency Medical Technicians, some at the basic level and others at the more advanced paramedic level. Our program focuses on knowledge and skill development, and it enables us to provide a high level of service when responding to emergency medical calls.

Fire District 14

Wayland is part of Fire District 14, one of the 15 districts in the Commonwealth. Over the past year, we have taken a more active role in the district which provides equipment and resources within the district communities and as needed statewide. Wayland has firefighters on the Fire Investigation Team, Dive Team, Incident Support Team, and, in the later part of the year, one became a member of the Technical Rescue Team (Confined Space, High Angle, Collapse, Trench Rescue, etc.). As a fire department, we could not support any of these specialized teams on our own and are fortunate to belong to a district that can provide these resources to us if and when we need it.

The residents of Wayland have always been supportive of the fire department in providing us with the tools and resources to do the best job we can. Recent updates to the department website allow the community to stay current with the happenings within the department. Residents can further connect with the department by following us on Twitter and Facebook. Anyone with questions is encourage to contact me directly at **dhoughton@wayland.ma.us** or by calling me at 508-358-6910.

Respectfully Submitted,

David G. Houghton
Fire Chief

POLICE DEPARTMENT



This year Wayland was named the safest town in the Commonwealth of Massachusetts according to Safe Wise, an independent safety research company. Last year, Wayland ranked second on

the list. This is the fourth year in a row that Wayland has been included in the Top 20. This ranking is a result of the hard work and dedication of all public safety personnel and the tremendous partnership between the police and the community.

There were some significant changes in the Wayland Police Department this year. The police department was removed from Civil Service, and the Town approved to increase the number of police officers from 23 to 24. Chief Robert Irving retired after 16 years of service to the Town of Wayland. Patrick Swanick was appointed Chief, Sean Gibbons was promoted to Lieutenant, Christopher Custodie and Mark Hebert were promoted to the rank of Sergeant.

Kristin Oberlander and Tyler Reeves are the two newest members to join the ranks of the Wayland Police Department. They started the Police Academy in June, and are scheduled to graduate on November 14, 2018. After graduation they will have to complete an additional 12-week field training program.

School safety is a top priority. Our School Resource Officer, Officer Bowles has been assigned to be at the schools on a full time basis. All schools continue to receive A.L.I.C.E. training. The acronym, A.L.I.C.E., stands for Alert, Lockdown, Inform, Counter and Evacuate; it is the most recent and

comprehensive training for response to an emergency involving a school intruder available today. All of our police officers have received additional training in how to respond to active shooter incidents. Additionally, the Wayland Police Department continues to provide training for Rape Aggression Defense (RAD) for senior girls at Wayland High School during the year.

We are committed to community engagement, building partnerships and earning the trust of the community. This year we ran another Citizen Police Academy. Residents had the opportunity to meet some of our officers and learn about the various aspects of the police department. Our officers also expanded the RAD program and offered the program to all female residents. We create opportunities to engage the community through various events such as; Coffee with Cops, Pops with Cops, and sponsoring pizza lunches at the Middle School.

The most common concern from residents is about speeding vehicles and traffic in town. Our officers remain vigilant in enforcing traffic laws. Our goal is to have all motorists voluntarily comply with speed and traffic regulations.

The Wayland Police Department was again successful in obtaining funds through several grant opportunities such as the Governor's Highway Safety Bureau and the State 911 Department. The grant programs allow our officers to conduct additional traffic enforcement through the "Click It or Ticket" and "Drive Sober or Get Pulled Over" campaigns. The State 911 grant funds enabled us to make equipment upgrades to the Joint Communications Center and provide additional training for our public safety dispatchers.

During the last couple of years, the opioid epidemic has had a considerable impact on individuals and families in Middlesex County and across the state. The Wayland Police Department continues to work with our public

safety partners to battle this problem. Our officers have received additional training and carry the lifesaving drug NARCAN in their police cruisers. The department continues to participate in the national “Prescription Drug Take Back Days”. This year more than six hundred pounds of prescription drugs were turned in from residents who were asked to bring their old and expired prescription drugs to the Public Safety Building. All drugs were turned over to the Drug Enforcement Agency for proper disposal. Residents may drop off unwanted prescription drugs at any time in the lobby of the Public Safety Building.

In fiscal year 2018, the police department continued its efforts to reduce the accident rate in our town by enforcing motor vehicle laws and working with the Wayland Highway Department to insure that roads are well maintained and have appropriate regulatory and warning signs. The accident rate remained about the same from the previous year. Officers responded to 357 accidents this fiscal year. There were 15 arrests for Operating Under the Influence of Alcohol during the year.

During the past fiscal year there were 16,917 total incidents recorded by the department. Additionally, a total of 56 arrests were made.

Officers issued 98 criminal summonses and 2,478 motor vehicle citations during the year.

The Wayland Police Department maintained a robust training program. All officers attended police in-service and biannual firearms training. Individual officers attended specialized training in subjects such as: Effective Community Engagement, FBI-LEEDA Supervisor Leadership, Elder Abuse, Interview and Interrogation, Social Media, Labor Trafficking, Organized Retail Crime, Sexual Assault Investigations, LGBTQ Issues, Advanced OUI Enforcement, Field Officer Training, Mountain Bike Training, CJIS and NCIC Training, Police and Command Staff Managerial Skills, Executive Police Leadership, QPR Suicide Prevention, Advancing and Supporting Women in Law Enforcement, Next Generation 911, Firearms Law, Supervisor Leadership, Active Shooter Response Instructor Training, and Marijuana Legal update.

Our goal is to keep Wayland at the top of the safest communities list.

Respectfully Submitted,

Patrick J. Swanick
Chief of Police

AUXILIARY POLICE

Ride Along Program

This program is an ongoing training program with the Wayland Police Department. An Auxiliary Officer volunteers to ride as a second officer in a Regular Patrol Unit. During the patrol, the Auxiliary Officer gets practical and on-the-job experience relating to the numerous trainings they attend throughout the year, including Monthly Training Meetings and In-service Training, as well as training from other Officers. This provides the Town with a two-man patrol unit. On many occasions the presence of a second Officer in the initial responding unit has been extremely beneficial.

Training

The Wayland Auxiliary Police Department (WAPD) offers trainings throughout the year to its Officers in order to certify or recertify them in First Responder, CPR/AED, collapsible baton, handcuffing, OC spray, firearms and the Use of Force. Each year, in January and February, the Officers receive thirty (30) hours of In-service Training in conjunction with the Framingham Auxiliary Police Department. The training is necessary to comply with MPTC, State, Town and Department policies. The WAPD is made up of a few certified instructors who have conducted some of these trainings and



has also had guest instructors from various departments conduct additional trainings.

Turnover Rate

The Auxiliary Department is currently made up of 8 Officers. We have had 0 officers leave us this year.

Special Events

This year WAPD assisted with the Memorial Day Parade. All Auxiliaries have been completing details to assist the department with filling them.

Special Thanks

Thank you to Chief Patrick Swanick for the support and guidance in this program. Thank you to Officer Christopher Hanlon, Auxiliary Police Commander who dedicates himself to this Unit and strives to make it better. Thank you to all the regular Officers of the Wayland Police Department that have participated in the ride-along Program and have taken the time to enhance the Auxiliary Officers knowledge by allowing Auxiliary Officers to ride-along while they are on regular patrol. The WAPD would like to thank Captain Mark Speigle and the Framingham Auxiliary Police Department for inviting our Officers to take part in the annual In-service Training. Thank you also to all the families and loved ones who have sacrificed time and special days when the Auxiliary Police are called upon for duty.

Ride-a-long Duty

8 Tours of Duty 30 Hours

Special Assignments

Details 300 Hours

Training Assignments

Monthly Meetings 84 Hours

Firearms Training 32 Hours

In-service Training 264 Hours

Total Donated Hours 710 Hours

Dollar value based on entry-level Police salary of \$25.35 per hour

\$17,998.50

ANIMAL CONTROL OFFICER

TOTAL NUMBER OF INCIDENTS 743

Complaint Calls 38

Lost Dog Calls 25

Lost Cat Calls 16

Other Cat Related Calls 11

Animal/Wildlife Calls 62

Miscellaneous Calls 297

TOTAL ANIMALS PICKED UP 11(K9)

Includes 1 unidentified deceased K9 pick up

TOTAL HUMAN/ANIMAL-ANIMAL BITE CALLS 26

TOTAL QUARANTINE ORDERS ISSUED/RELEASED 96

TOTAL # CITATIONS ISSUED 160

KENNEL INSPECTIONS 1

COMMUNITY SERVICES

COUNCIL ON AGING

“It was the best of times. It was the worst of times”

It was a year of high attendance at programs and delivery of services. It was a year of challenges with limited space and continual changes in the shared space areas like the large Hearing Room and the Selectmen’s Meeting Room at the Town Building. The demand from other Town Departments and organizations to use those shared space areas often forced the Council On Aging to re-locate scheduled programs. If space is not available, the COA is forced to cancel programs and process refunds. In Fiscal Year 2018, the COA had to relocate 22 programs.

It’s all in the numbers...

In FY 2018, the Council on Aging delivered over 6000 meals to homebound recipients in Wayland. A team of approximately 30 volunteers worked together under the leadership of COA’s Volunteer Coordinator to cover the weekly 5 day service. A daily shuttle driver picks up the catered meals from Sudbury and then distributes them to the three delivery route drivers in Wayland. Approximately 6300 meals are projected to be delivered in FY 2019.

Navigating the Medicare system continued to be a challenge for all. SHINE (Serving Health Information Needs of Everyone), a federal program that partners with the Wayland COA for administrative support, reported 425 appointments scheduled in Wayland COA in FY 2018.

Rides to medical appointments by volunteers increased significantly in FY2018 despite the COA’s heavily used medical taxi voucher program and the MWRTA option II (regional transit to area communities and Boston). COA’s FISH (Friends in Service Helping) program had 26 drivers provide 179 rides (358 single

segments) to 27 locations – local medical offices as well as Boston.

Wayland is a caring community as evidenced by the ~130 volunteers who provided approximately 3200 hours of service in FY 2018. This total does not reflect the additional volunteers who assist in special projects throughout the year or volunteers from external organizations who help at specific events.

Fitness programs led by skilled trainers were valued by residents who appreciated the quality programs and convenient location. Regular programs like Thera-Tube, Tai Chi, Zumba, Better Balance Fit4Future aerobics had a combined attendance total of over 3500 participants.



Summer Outdoor Concert Series

COA’s Intergenerational Community Building Events/Series FY2018 included a 5-week Summer Outdoor Concert Series funded solely by private sponsors, the 30th Annual Children’s Holiday Shoppe for K-5th Graders, “Swing Into Spring” Community Pops Concert, and Wayland Pen Pals.

COA partnered with area organizations: ***Healthcare Proxy / Power of Attorney Day*** The COA partnered with Metrowest Legal Services in Framingham to provide residents with an opportunity to obtain a Healthcare Proxy and/or a Power Of Attorney document at Wayland COA. Residents completed paperwork

available at the COA for Metrowest Legal to process. The COA then scheduled 15 minute appointments with an attorney at the COA to review the information and answer any questions residents had about their documents being prepared. Folders with the original signed/witnessed document as well as copies of the documents were provided to each resident. Service was provided free of charge.

AARP/IRS Tax Volunteers

Free tax preparation service for low/middle income residents



*Theatrical
Presentation
"Eleanor
Roosevelt"*

In FY 2018, COA also partnered with:

- Sages & Seekers Intergenerational Program with Wayland High School and The Rivers School
- Wayland Police Department: Traffic Control, Medication Take Back, Scam Presentations
- Wayland Fire Department: WAY-SECURE, Educational programs, smoke detector/house number/carbon monoxide detector installation, Family and Friends CPR Classes
- Youth and Family Services: Monthly Grandparent Networking/Support Group
- Board of Health: Blood pressure clinics, flu shot clinics
- Denise Yurkofsky, Elder Law Attorney: free legal clinics

- Recreation Department: for use of Art Center and Gym, space in their quarterly brochures
- BayPath Elders Services: Home Delivered Meals; support services
- WayCam (Wayland Cable): Recording of COA programs of interest to general public
- SHINE (Serving Health Information Needs of Everyone): free private counseling
- LIHEAP (Low Income Home Energy Assistance Program – area coordinator SMOC): The Council on Aging is Wayland's only trained access point for residents of any age seeking fuel assistance.

Support from the Friends of Wayland COA, Inc. sustained COA's ability to offer affordably priced programs and services. Fundraising initiatives continued to grow its development fund providing money that is targeted to offset expenses when urgently needed.



Swing Into Spring with 18-piece Big Band

Growing numbers of residents attending programs and requesting services strained the limited space currently allocated to the Council On Aging. The COA is heavily used. Challenges with heating, ventilation, and air conditioning create constantly fluctuating temperatures. Dry rot on the casement windows causes the window hardware to fall out. Many of the panes have broken seals. An open floor

plan necessitates the use of portable partitions. Partitions are effective to block the view of other programs in progress but fail to provide any

sound proofing. Concomitant programming is a challenge. The quest for space continues.

SENIOR TAX RELIEF COMMITTEE

The Senior Tax Relief Committee (seven members) is appointed by the Board of Selectmen and generally meets on the second Wednesday of even numbered months at 7 pm in the Town Building unless posted otherwise. The Board of Selectmen appointed the following residents to this Committee for FY2018: Linwood Bradford (Co-Chair), Joan Bradford (Co-Chair) Anne Gilbert (Clerk), Pauline DiCesare, Steve Colella and Rob Weiland. The Committee had one vacancy. Julie Secord, Director of the Council on Aging (COA) also attended meetings as the COA liaison. The Director of Assessing served as an informational resource to this Committee (Ellen Brideau/Bruce Morgan).

The Senior Tax Relief Committee continued to evaluate the effectiveness of existing tax relief options in Wayland and explore options that could help to alleviate the excessive property tax burden imposed on many senior households due to the escalation of property taxes relative to their household incomes. Awareness of proposed tax relief legislation and initiatives proposed by the Massachusetts Council on Aging is of priority importance to this committee; especially when advocating for state and/or local programs that could alleviate tax burden for seniors.

In Fiscal Year 2018, the Committee continued to update and distribute information cards as a way to inform residents of the statutory exemptions, tax deferral, the state Circuit Breaker ("CB") program, Wayland's CB Town Match, Valor Act and the COA Property Tax Work Off program.

Senior Tax Relief Co-Chairs Joan and Linwood Bradford continued to serve as liaisons to the MCOA Property Task Force. Through participation in the MCOA Advisory Task Force, the Senior Tax Relief Committee has

increased their awareness of legislative actions and initiatives to guide their agenda.

The Committee continued to explore tax relief options in neighboring communities and discussed exercising a local option to change the state income parameters on the statutory exemptions to provide greater support to lower income residents. The appeal to do this at the state level through the appropriate legislative process encountered challenges.

In FY2018, the Board of Selectmen proposed an article at the request of the Board of Assessors and the Director of Assessing to change the filing deadline for the Circuit Breaker Match program. Although there was an exhibit included in the 2017 Special Town Meeting Warrant as to how the new procedure would work in FY2018, the departmental procedures to process a CB Match in the Assessors Department differed from that explanation. The Assessors were also not able to promote sufficient awareness of the new filing deadline (nine months sooner than the year prior). The confusion necessitated the Sr. Tax Relief and the Council On Aging Board to determine how best to let residents know about this changed filing date. Inserts and flyers were created.

The Board of Assessors initiated a review of Article 2 from a Town Meeting held in November 2008. The intent of the 2008 article was to clarify the wording of a previous article that would allow the Town CB Match to parallel the COLA adjusted state CB Tax Credit each year. The article passed unanimously in 2008. Upon a review of the 2008 article by KP Law, our attorney indicated the intent of the article was clear, evidenced by the Town Of Wayland processing the CB Match to parallel the state CB tax credit every year for the past 9 years. However, KP Law also suggested that

specific wording of the article should be edited to legally clarify the intent of the article passed in 2008. The recommendation from Legal was to have the Board of Assessors sponsor the article as it would carry more weight with Town Meeting voters. In FY2018, Board of Assessors voted not to go forward with an article to clarify the language at Fall Town Meeting 2018. The Council On Aging determined that they would request input from KP Law for the article. Senior Tax Relief Committee supported that initiative.

The Senior Tax Relief Committee welcomes those interested in senior tax relief options to attend the bi-monthly meetings and/or to consider appointment should there be a vacancy.

WAYLAND COMMUNITY FUND

The Wayland Community Fund completed another successful year in which it was able to meet numerous requests for financial help. Originally funded by a bequest from Suzanne Leavitt, the fund is now supported primarily by contributions from Wayland residents and businesses.

During FY18, the Community Fund provided **\$25,096.92** in financial assistance to Wayland residents who were experiencing financial hardship. Overdue utilities accounted for 46% of the expenditures, rent 19%, with the remainder covering a wide variety of bills including medical costs, food, clothing, transportation expenses, and childrens' needs. The Wayland residents who were helped included elderly individuals with serious illnesses, single parents who were unemployed or seriously ill, and grandparents who are raising their grandchildren without sufficient resources.

Applicants must submit a request that includes financial information. We do not provide cash; we pay bills. Since it was established in December 1997 the organization has provided over \$525,000 in assistance to people who live in Wayland.

Michael Patterson, the longtime chairman of the committee that administers the Community Fund, who was integral to the establishment of the fund and who guided its activities for over 20 years, retired at the end of 2018. Many of us are deeply appreciative of Mr. Patterson's years of commitment to the Wayland community and to the sustainability of the Community Fund.

The Community Fund is staffed by five unpaid volunteers. It receives no public or taxpayer funding. There are no overhead costs, as the volunteers themselves pay for mailings, brochure preparation, printing, and all incidental expenses. One hundred percent of every dollar that is contributed goes directly towards helping people in Wayland.

Lynn Dowd
Chair

HOUSING AUTHORITY

The Wayland Housing Authority (WHA) provides, maintains, administers, and advocates for housing for low- and moderate-income people in Wayland. The WHA is a municipal corporation apart from the Town, but enjoys a collaborative relationship with the Town in pursuit of our shared interest in promoting, creating, and preserving affordable housing in Wayland. The WHA receives policy direction and oversight from a five-member Board of Commissioners while its outstanding professional staff runs the housing programs and maintains WHA properties.

The WHA has been operating at full capacity in its 111 subsidized public housing apartments at the Cochituate Village Apartments (CVA) and Bent Park for elderly and/or disabled low-income tenants and 25 scattered sites for low-income families. The result is that the waiting list for new tenants is approximately 2 to 3 years for Wayland-preference applicants (i.e., having a recognized connection to Wayland, in town, works in Wayland, kids go to school in Wayland, etc.) and more than 4 years for non-Wayland-preference applicants.

Beyond its own properties, the WHA supports tenants leasing in the private housing market through the Section 8 mobile housing assistance payment vouchers. The WHA also participates in the Family Self-Sufficiency (FSS) program to support tenants' move toward financial independence. This year, we celebrated several participants who obtained and maintained employment, as well as the "FSS graduation" of a Wayland family that used their FSS escrow savings as a down payment to purchase their first home.

Keeping the WHA properties in good condition is a priority that we achieve thanks to excellent ongoing maintenance and a forward-thinking capital improvements plan. This year, the WHA undertook capital projects to replace exterior walkways and common hallway stair treads and paint the hallways at Bent Park; install new carpeting in the CVA hallways; and replace heating systems in scattered sites to convert from oil to gas fuel, to increase heat-energy efficiency.

The WHA works closely with other housing-related committees and WHA members serve on the Housing Partnership, Community Preservation Committee, and Affordable Housing Trust. The Wayland Municipal Affordable Housing Trust Fund (WMAHTF) purchased an existing unit at 11 Hammond Road and requested an arrangement through which WHA would manage the property. Although the issue was not resolved at the end of the fiscal year, the WHA and WMAHTF hope to reach agreement and lease the unit.

The WHA actively supports Town efforts to preserve privately-owned affordable housing in Wayland by monitoring for compliance with deed restrictions, such as those requiring owner-occupancy or offering right of first refusal to the Town if the unit is being sold. The Town Administrator received money from Community Preservation funds and the Wayland Municipal Affordable Housing Trust Fund to compensate a housing consultant to manage affordable housing in Wayland. As of the end of the fiscal year, the details of the arrangement among the

Town, the WHA, and the Regional Housing Services Office have not been finalized.

Individual commissioners received commendations for their work. Mary Antes' longtime commitment to affordable housing was recognized by the National Association of Housing and Rehabilitation Officials as the Public Housing Commissioner of the Year and by the Commonwealth of Massachusetts as an Unsung Heroine. Susan Weinstein was acknowledged at Annual Town Meeting for 25 years of service to the Town, having served all but one of those years as a member of the WHA Board of Commissioners. We extend appreciation and congratulations.

Visit our pages on the Town website for information about applying for public housing or to understand more about affordable housing in Wayland. Thank you for your support.

Susan Weinstein, Chair
Miriam Andrews
Mary Antes
Russell Ashton
Kevin Goodwin
Brian Boggia, Executive Director

HOUSING PARTNERSHIP

The WHP works with the community to lead and support efforts to meet the affordable housing needs of the Town of Wayland. To do this, it works with the Town to develop affordable housing action plans based on housing needs studies; establishes criteria to evaluate affordable housing proposals; makes recommendations on the pros and cons of particular housing proposals; identifies local, state, and federal housing resources to further development; locates available land suitable for development; reviews land use regulations and zoning bylaws; works with developers of affordable housing; and increases public awareness through forums and other public events. In short, the WHP is committed to advocating for affordable housing, consistent with the needs of the Town, while also

considering community concerns. The WHP is intent on finding ways to comply with the state mandate required of all cities and towns: no less than 10% of the year-round housing stock should be affordable to households earning no more than 80% of the area median income.

The Board of Selectmen appoints the nine members of the committee. This includes a member or representative of the Board of Selectmen and representatives chosen by the Wayland Housing Authority, Planning Board, Conservation Committee, School Committee, the Wayland Interfaith Leadership Association, and three members from the community at large. Members serve for staggered three-year terms.

The WHP met seven times during the fiscal year. In addition, several members participated in site visits to various properties that are being developed for affordable housing. One was at 24 School St. (Windsor Place) and the other was at 11 Hammond St. Another site visit took place at Launcher Way, the location of 12 homes owned by the U.S. Army. The Town is interested in purchasing these homes for affordable housing. However, it seems that the Army is obligated to sell the property to the highest bidder. As of the end of the fiscal year, the Army had postponed the bidding on this property. Several members also participated in ad hoc meetings concerning the future of two buildings owned by the Trinitarian Church.

During several meetings, various aspects related to two 40B proposed developments were reviewed: one is at 24 School St. (Windsor Place) and the other is at the former Mahoney's site (Cascade). Detailed comments on both developments were sent to the ZBA. As of the end of the fiscal year, the Town was still waiting for various documents, primarily related to water and conservation issues, from the developers that are needed before the Town can make a decision on the developments.

Portions of several meetings were devoted to discussions about how to make the Town's existing accessory apartment by-law easier to use. This conversation will continue in fall 2018,

in the hope that we will have a revised by-law to submit to Town Meeting in spring 2019.

Among our other activities: (1) The three affordable housing units built as part of the Covered Bridge project were completed and were being marketed. The development of these three units came about, in part, due to the strong advocacy of the WHP; (2) Following up on the 2016 report by housing consultant, Karen Sonnenberg, there were discussions by the Town Administrator and various boards and committees about how best to monitor the Town's existing affordable units. The Regional Housing Services Organization has been contracted by the Town and will, in collaboration with the WHA, provide monitoring services, as well as provide guidance about the Town's affordable housing agenda; (3) voted to support the Housing Trust's decision to add one (rather than two affordable units) at 11 Hammond St.

One WHP member resigned this year, Rev. Stephanie May. We thank her for her service on the WHP. Father David O'Leary replaced Rev. May as the representative of the Wayland Interfaith Leadership Association. We were also very pleased to welcome Kathleen Provost as the representative of the Wayland Housing Authority. The WHP ended the fiscal year short one member, representing the Board of Selectmen.

Mary Antes
Joanne Barnett
Kathleen Boundy
Rachel Bratt, Chair
Chris DiBona
Father David O'Leary
Kathleen Provost
Armine Roat

**MUNICIPAL AFFORDABLE
HOUSING TRUST
FUND BOARD**

The Town of Wayland Municipal Affordable Housing Trust Fund (WMAHTF or “Trust”) was established by Town Meeting vote in the spring of 2014. The purpose of the Trust is to “provide for the creation and preservation of affordable housing in the Town of Wayland for the benefit of low and moderate income households.”

Trustees include representatives of the Board of Selectmen, Planning Board, Wayland Housing Authority, and Wayland Housing Partnership, as well as three at-large members.

The Trustees’ major activity this year was its first purchase of a house. In September 2017, the WMAHTF acquired an existing four-bedroom single family house and approximately 0.4 acres of land at 11 Hammond Road, Wayland, MA. The existing house will be rented upon the completion of various capital improvements, most of which have been completed, and certification by the Department of Housing and Community Development that the existing house qualifies as a “local action unit” thereby permitting it to be included in the Town’s affordable housing inventory. The Trustees also are in the initial stages of permitting the development of an additional 3-bedroom house on a portion of the Hammond Road parcel that too will be rented upon completion.

The Trust learned soon after the purchase that it was required to use prevailing wage rates for improvements, substantially increasing the cost. As a result, the Trust submitted an article to Annual Town Meeting authorizing the Selectmen to petition the General Court to exempt the Town from paying prevailing wage rates for affordable housing-related projects estimated to cost \$30,000 or less. While the article passed town meeting, the Legislature did not act upon the request.

The Trust is particularly fortunate to have members with the time and/or expertise to carry out many of the tasks required for the capital improvements to the house, planning for the

construction of an additional unit, and completing the paperwork for the state. We also appreciate the town employees and residents who bring potential projects to the attention of the Trust.

The following is a summary of the WMAHTF’s financial activity, on a government fund basis, for the fiscal year ended June 30, 2018:

Fund Balance – beginning of year	\$ 1,200,402
Net change	<u>(354,473)</u>
Fund Balance – end of year	<u>\$ 845,929</u>
Analysis of Net Change:	
Revenues:	
Community Preservation Act Contribution	\$ 96,620
Investment income	<u>9,115</u>
Total revenues	105,735
Project and Administrative Expenses	<u>(460,208)</u>
Net Change	<u>\$ (354,473)</u>

At June 30, 2018, the WMAHTF (i) maintained two interest bearing savings accounts (aggregate of \$245,772) and held four certificates of deposit (aggregate of \$606,032) at The Village Bank, Wayland, MA, with terms ranging from three to eighteen months and interest rates ranging from 0.50% to 2.25% and (ii) owed \$5,746 and \$129 to various third party vendors and the Town, respectively.

At the 2018 Annual Town Meeting, the Town approved the transfer to the WMAHTF of \$96,620 in designated community housing funds from the Community Preservation Fund. In subsequent years, there will be an article to transfer the current year’s portion of the Community Preservation Fund set-aside for community housing to the WMAHTF.

Fund expenses during the fiscal year included (i) \$454,461 for project related expenses, which included \$390,000 to purchase the property at 11 Hammond Road, together with \$14,980 of due diligence and closing costs; \$42,235 of capital improvement costs; and \$7,246 of operating expenses and (ii) \$5,747 for administrative expenses, which included legal, annual audit and other miscellaneous expenses.

The WMAHTF's audited financial statements are available on the Town's website or may be requested from the Town's Finance Director, 41 Cochituate Road, Wayland, MA.

Trustees: Mary M. Antes, Robert Duffy, Stephen A. Greenbaum, Brian T. O'Herlihy, Michael Staiti, Susan Weinstein, and one vacancy.

VETERANS' AGENT

The West Suburban Veterans' Services District (W.S.V.S.D.) includes the Towns of Wayland, Needham, Wellesley and Weston. Director Sarada Kalpee works with the resident veterans and their families within the district to assist them with benefits and services that they may be entitled to in accordance with the provisions of MGL Chapter 115. The district fully supports and works in conjunction with the Public Ceremonies Committee in an effort to continue to ensure sincere and respectful observations for the Memorial Day and Veterans' Day Ceremonies. Pursuant to MGL c 115, the district also supports the efforts of the Graves Officer, to ensure proper internment, care, and maintenance for veterans' burials and their graves.

The district office has been very busy assisting veterans and their spouses in negotiating the challenging bureaucratic procedures that are associated with the state and federal government. We provide assistance and guidance to help veterans apply and access the VA Health Care system. Our office assists veterans and their families with applications for disability and pension claims. We have applied our knowledge and experience to obtain the maximum obtainable benefits to which they deserve and are entitled to receive.

During FY18, \$3,931.20 was expended in public assistance for Wayland resident veterans and their families, who were in need. These expenses were dispersed in accordance with MGL c115. Veterans returning from Afghanistan, Iraq, and other combat areas from around the globe will require encouragement, guidance, and assistance in their transformation back to civilian life. In

addition, aging veterans may require greater assistance with their healthcare benefits and other needs.

Mr. Richard Turner, the Graves Officer for the Town of Wayland, has undertaken responsibilities of caring for the graves of the interred veterans from Wayland. With great pride and dedication, Mr. Turner works cohesively with the Wayland DPW to record veterans' plots. He is assisted by Mrs. Kathy Hodges and the Girl Scouts as they continue their tradition of dressing the Veteran's graves with over 1200 flags for Memorial Day. He has also been very active in the resurrected Wayland American Legion Post # 133. Post Commander, Paul Rufo and the members of the Post have been actively engaged participating in community events. Also, they have been very instrumental in assisting Mr. Turner and the Public Ceremonies Committee in planning and coordinating the Memorial and Veteran's Day observances.

**Please feel free to contact us at
781-850-5504**

Or email at skalpee@westsuburbanveterans.com

Other notable points of interest:

- On Sunday, November 11, 2018, there was a solemn and respectful observance honoring all veterans at the Veteran's Memorial at the Wayland Town Building with the assistance of Cmdr. Paul Rufo and the American Legion Post #133.
- In recognition of Purple Heart Day, each year on August 7th the Purple Heart Flag will be flown at the Town Building.
- In accordance with the Valor Act, Wayland established the Veterans' Real Estate Tax Work off Program in conjunction with the Assessor's Office.

The West Suburban Veterans' Services District is anticipating an exciting year working with

veterans, their families, and the entire Wayland community.

Wayland Office Hours are held on Tuesday's from 9:00 a.m. to 4:00 p.m. and by appointment at the Wayland Town Building. Our main office is in Wellesley, and we can schedule an appointment at your convenience at any of the office locations or a home visit if needed.

VETERANS' GRAVES OFFICER

The Veterans Graves Officer is Established Under MGL Chapter 115 Section 9.

Care of Graves of Veterans

This year the Veterans' Graves Officer supervised the placement by the Girl Scouts of 1400 flags on the Veterans Graves in the Town's 3 Cemeteries and 1 Private Cemetery. From 2017 to 2018, there were 37 in 2017 and in 2018 there were 31 Veterans Burials in the Town's cemeteries. The Veterans Graves Officer worked closely with the Department of Public Works office maintaining a database of all veterans that are to be buried in the Town's cemeteries, as well as procuring and installing replacement markers for the flags on the graves of the veterans.

Respectfully Submitted,

Richard P. Turner, USN Ret.

YOUTH ADVISORY COMMITTEE

The Youth Advisory Committee (YAC) oversees the Youth and Family Services Department (WYFS). This board is comprised of appointees representing the Board of Health, the Board of Selectmen, the School Committee, the Wayland Police, and the Wayland Clergy Association. Five categories of services are provided by the department: counseling; consultation; community education and prevention; information and referral; and crisis intervention. After hours emergency coverage is

provided by Psychiatric Emergency Services in Framingham.

Confidential counseling services are provided free of charge to Wayland children and their families and for children attending Wayland schools. They are seen at home, at school, or in our office in the Town Building. Issues may include typical problems encountered in daily living as families grow and change, such as communication problems, family conflict, stress management, depression and anxiety, suicidality, and coping with divorce, illness, and death. In addition, we offer evaluation and treatment for substance abuse. In collaboration with the Assistant District Attorney's Office and the High School, we offer a suite of services as a constructive alternative to court involvement or school sanctions for youths who are apprehended for non-violent illegal activities. We maintain an on-site presence at the high school to increase access for students and faculty.

Our staff is available on an informal basis to provide consultation on issues related to the development and psychological wellbeing of children, teenagers, and families. Parents, school personnel, and others in our community who have ongoing contact with youth are invited to call.

Prevention and community education initiatives typically focus on topics related to developmental processes and mental and physical wellbeing of children and families, substance use education and awareness, healthy decision making and preventative education. In collaboration with Friends of Wayland Youth & Family Services, Parent/Teacher Organizations, and other Town departments, we provide lectures, workshops, and other informative events each year. We also co-lead discussion groups for parents, offering support and information to address challenges in parenting at each stage of development. In recent years, we have facilitated groups for grandparents who are active in their grandchildren's care, parents of preschool children, middle school social

development peer groups, and a high school aged peer support group.

Friends of WYFS is a group of parents who plan and execute community education programs that focus on parenting and wellness issues. This past year, they sponsored programs on communication, micro-aggression, diversity and communication. These programs ran as a collaboration with the Wayland Community for Social Justice.

Youth & Family Services continues to be the home for WaylandCares, a community-based substance abuse prevention program which promotes health and wellness in youth and families. WaylandCares is supported by Town funds and a federal Drug Free Communities grant. WaylandCares staff members have established an active community prevention program and provided support to wellness classes, Middle School and High School leadership programs, speakers, and community education on topics including internet safety, substance abuse prevention, and parent education. For the third year, WaylandCares

provided two week-long youth leadership training programs, “Empower,” which were attended by 37 middle and high school students in late June and August. In addition, student leadership groups at the Middle School and High School have undergone prevention training and support the WaylandCares mission on an ongoing basis.

Youth & Family Services values providing opportunities for community service. Community Service has become an important part of our mission to support healthy development in Wayland youth. Each spring, we work with the High School to put on the annual High School Community Service Awards Ceremony, where this past year we recognized 42 high school students for providing significant service over the previous twelve months.

Rabbi Louis Polisson from Congregation Or Atid joined the Youth Advisory Committee this year, representing the Wayland Clergy Association and the Faith Based Community.

CULTURAL COUNCIL

Cultural Council Members

Barbara Holtz
 Adam Gutzbeh
 Barbara Hoffman
 Brenda Ross
 Jon Saxton
 Rachel Sideman-Kurtz
 Kathy Trogolo

The **Wayland Cultural Council** is part of a network of 329 Local Cultural Councils (LCCs) serving all 351 towns in the Commonwealth. The state legislature provides an annual appropriation to the Massachusetts Cultural Council (MCC), a state agency which then allocates funds to LCCs. LCCs, in turn, award grants through an application process, funding community-based projects in the arts, sciences, and humanities. The LCC Program is the largest grassroots cultural funding network in the nation.

In FY2018, the Wayland Cultural Council received 24 applications totaling \$18,317. With an allocation of \$6,271, the council granted awards to 13 applicants. The applicants and their projects are as follows:

- Barbara Sher – Unveiled
- DeCordova Sculpture Park and Museum – EBT \$1 Admission
- Delvena Theater Company – Isabella!

- Discovery Museum – Free Friday Night Fun
- Joseph E. Ingoldsby – Heard Farm Heirloom Orchard
- Scott Jameson – A Universe of Stories
- Musicians of the Old Post Road – Concert: Mozart’s Viennese Circle
- John Root – Songbirds of the Northeast
- Massachusetts Educational Theater Guild – Massachusetts High School Drama Festival
- Vokes Players – Silent Night
- Wayland Chinese American Association – Wayland Lunar New Year
- Wayland Free Public Library – Wayland Reads
- Jinglei Whitehouse - Wayland High School Robotics Team

Respectfully submitted,

Jon Saxton
 and Rachel Sideman-Kurtz
Co-chairs.

More information about the WCC can be found on the MCC website:
<http://www.mass-culture.org>,
 as well as on our WCC Facebook page:
<https://www.facebook.com/waylandculturalcouncil/>

WAYLAND COMMUNITY ACCESS AND MEDIA INC. (WAYCAM)

Wayland Community Access and Media, Inc. (WayCAM) is the independent, non-profit corporation that oversees Wayland's local access station, and broadcasts on Comcast Channels 8, 9, 99 and Verizon Channels 37, 38, 39.

WayCAM's full-time employees are Jim Mullane, Executive Director, Mark Foreman, Production Manager and Robbie Bullard, Production Assistant. They are assisted by student and adult resident volunteers, and part-time employee Steven Showstead.

Community Outreach

In response to community needs, this year WayCAM brought its part-time Production Assistant Robbie Bullard to full time status and hired a new part-timer Steven Showstead to the WayCAM team. This enhances WayCAM's ability to give town residents additional productions and training. We have taught five Community Access classes to the community. Through these classes, we gained new programs and new volunteers.

One of our newest and most popular programs is "Buddy Dog Spotlight," which has led to new homes for many pets. WayCAM continues to strengthen relationships with school-age students through programs such as: Pegasus Summer Program, the Girl & Boy Scouts, and WayCo Amateur Sports Development, Inc. We continued our program for college interns this year. We accepted three interns from Framingham University. They learned their craft by helping local producers with the production.

Equipment Upgrades

WayCAM brings new technology to our community each year. This year the high school's high definition studio has been updated with two boom microphones capturing better sound for its productions. The Field House has been upgraded with an additional HD camera to create a better

production for Town Meetings and sporting events. At WayCAM, updates to the studio's rooftop camera include sound for the live signal for the Community Bulletin Board. We also updated the studio with an HD Theater for classes, meetings and open house events. In our editing room, we've added another Mac computer using the Adobe Premier and Final Cut Pro as its non-linear editing system. WayCAM also updated its field equipment with a jib and stabilizers for field production shoots.

International Awards

This year, movies produced by the Honor's Script to Screen high school class were entered in several international contests. The class and WayCAM won two Communicator and four Telly Awards. The list goes as follows: Sebastian Giammarino and Jay Abdella for "Cognizance," a Telly and Communicator; Thomas Simon for "Heist School" won a Telly and Communicator; and Tucker Jones for "Broken Reality" won the Telly award.

Former high school student Parker Bryant's short film "Haunted" also won a Communicator award. To date, WayCAM has won 17 International Awards out of 35 films produced.

Participation from Wayland High School students has been excellent. This year WayCAM shot 148 WHS programs and students filled 129 crew positions. WayCAM congratulates the WHS students this year for all their successes.

WayCAM Scholarships

This year, WayCAM awarded a \$2,000 merit scholarship to Jay E. Abdella, who is now an Ithaca College student. He was a very deserving graduating senior, having been involved with WayCAM since he was in elementary school.

New Record for PEG Programs

WayCAM continually breaks its old PEG record for programs being produced in Wayland. This year is no different; we recorded 869 PEG programs, which is 55 more programs than last year's record. We average 72 programs a month, an increase of four programs a month compared to last year. WayCAM's production hours total was 6,231 compared to last year's total of 6,154.

Social Media

The website (www.waycam.tv) had a total of 25,976 visits this year. This was an increase of 2,333 visits to our website, averaging 2,165 visits a month. The PEG On-Demand viewing statistics show that 15,453 shows were watched, an increase of 3,736 programs compared to last year's programs of 11,717 watched.

The website provides residents with a convenient way to learn more about WayCAM's programming and opportunities for participation. Community programming information may be viewed there, and those interested may sign up for production classes being offered.

Video On-Demand (VOD)

<http://www.waycam.tv/video-on-demand> - Providing town residents with a chance to watch programs at their convenience.

Facebook Account

www.facebook.com/WayCAM . Keeps Facebook "friends" of WayCAM up to date.

Twitter account

Up-to-date coverage of WayCAM events versus www.twitter.com/waycam_tv

An Integral Part of Community Life

WayCAM continues to build its presence in the town of Wayland. Three full-time employees, a part-time production assistant, and the presence of college interns, high school students, and community volunteers facilitate WayCAM's outreach to community members, governing boards, and school district events.

The increase in production hours mirrors the professional efforts of WayCAM's staff. Their efforts are enhanced by well managed equipment upgrades overseen by Executive Director James Mullane. WayCAM is fortunate to have excellent leadership under Mr. Mullane, who manages the professional staff in a way that fosters their creativity and continues to value their commitment to WayCAM. The community can rely on WayCAM to continue being a valuable resource for its residents.

Respectfully submitted,

Connie Burgess
Secretary/Clerk BOD



SPECIAL TOWN MEETING NOVEMBER 14, 2017

DATE:
November 14, 2017

ARTICLES DISPOSED OF:
1 - 15

RETURN OF SERVICE

MIDDLESEX, S.S.

OCTOBER 31, 2017

To any of the Constables of the Town of Wayland, Greetings:

I, William E. Pickett, Jr, duly qualified Constable of the Town of Wayland, do hereby affirm and certify that I have posted the Warrant for the Special Town Meeting to be held on Tuesday, November 14, 2017 by my posting copies thereof at the Wayland Town Building, Cochituate Post Office, Wayland Public Library and the Happy Hollow School, by posting fourteen (14) days at least before the date appointed for the posting of the Warrant for the Special Town Meeting. Posting was done October 31, 2017.

VOTES ENACTED:

TUESDAY, NOVEMBER 14, 2017 AT THE WAYLAND HIGH SCHOOL FIELD HOUSE

DENNIS J. BERRY, MODERATOR:

Pursuant to the Warrant dated October 30th, 2017, signed by Lea T. Anderson, Cherry C. Karlson, Mary M. Antes, Louis M. Jurist and Douglas A. Levine, Selectmen, served and return of service given by William E. Pickett, Jr., Constable of the Town, the inhabitants of the Town of Wayland qualified to vote at Special Town Meeting met this day at Wayland High School Field House, and at 7:00 P.M. the Moderator called the Meeting to order, declared that a quorum was present, and the Meeting proceeded to transact the following business:

ARTICLE 1: PAY PREVIOUS FISCAL YEARS UNPAID BILLS

Proposed by: Board of Selectmen

Estimated Cost: \$13,008.77

To determine whether the Town will vote to:

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

Fiscal 2016 and Fiscal 2017 liabilities to be paid using Fiscal 2018 appropriations:

1) Town Office – W.B.Mason-FY16	\$269.80	Fiscal 2018 Town Office Budget
2) Town Office – W.B.Mason-FY16	\$211.87	Fiscal 2018 Town Office Budget
3) Town Office – W.B.Mason-FY16	\$57.98	Fiscal 2018 Town Office Budget
4) DPW – JP Noonan Transportation-FY17	\$673.20	Fiscal 2018 DPW Budget
5) DPW – Amazon.com-FY17	\$495.44	Fiscal 2018 DPW Budget
6) School Budget – David Nickerson-FY17	\$1,089.25	Fiscal 2018 School Budget
7) School Budget – South Shore Generator-FY17	\$170.25	Fiscal 2018 School Budget
8) School Budget – Needham Electric-FY17	\$167.34	Fiscal 2018 School Budget
9) School Budget – WhiteWater-FY17	\$9,817.04	Fiscal 2018 School Budget

10) Information Technology – Employee-FY 17 \$56.60 Fiscal 2018 IT Budget

MOTION:

Lea T. Anderson moved that the Town vote to approve the payment of bills of prior fiscal years as listed on page 6 of the Warrant for the November 2017 Special Town Meeting as listed for the Fiscal Year 2018 appropriation for the Town Office Budget to be used to pay the bills so listed as items number 1, 2, and 3; the Fiscal Year 2018 appropriation for the DPW Budget to be used to pay the bills so listed as items number 4 and 5; the Fiscal Year 2018 appropriation for School Budget to be used to pay the bills so listed as items number 6, 7, 8, and 9; and the Fiscal Year 2018 appropriation for IT Budget to be used to pay the bill so listed as item number 10.

VOTED:

IN FAVOR: 141
 OPPOSED: 4 MOTION PASSED BY 9/10

Adopted Under the Abbreviated Presentation Procedure

ARTICLE 2: CURRENT YEAR TRANSFERS

Proposed by: Board of Selectmen

Estimated Cost: \$35,655

To determine whether the Town will vote to appropriate a sum or sums of money for the operation and expenses of various Town Departments for the current fiscal year; to determine whether such appropriations shall be provided by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by funds received as grants from the Commonwealth or federal government, by borrowing, or otherwise; and to determine which Town officer, board, or committee or combination of them, shall be authorized to expend the money or monies appropriated therefor; and to determine whether the Town will vote to amend the amount previously appropriated under Article 6 of the April 2017 Town Meeting by reducing the amount appropriated for the Septage budget under line item 77 from \$45,405 to \$0 for a new department total for Septage for FY18 of \$0.

CURRENT YEAR TRANSFERS FY 2018	
PURPOSE:	AMOUNT
1 Dog Officer Expense	\$655
2 Wastewater Budget	\$35,000
TOTAL CURRENT YEAR TRANSFERS	\$ 35,655
FUNDING SOURCES:	AMOUNT
1 Unreserved Fund Balance	\$655
2 Wastewater Retained Earnings	\$35,000
TOTAL FUNDING SOURCES	\$35,655

MOTION:

Motion 1 of 2

Lea Anderson moved that the following sums be appropriated as listed on page 7 of the Warrant for the 2017 Special Town Meeting to be expended by the following officers, boards and committees in Fiscal Year 2018 for the following purposes:

<u>Purpose</u>	<u>Amount</u>	<u>Officer, Board or Committee</u>
1. Dog Officer Expense	\$655	Police Chief
2. Wastewater Budget	\$35,000	Wastewater Management District Commission

For a total of current year transfers of \$35,655

MOTION:

Lea Anderson moved that the Town fix the salary and compensation of the elected Town Clerk at \$74,500 effective July 1, 2017 and that \$3,996 be transferred from the FY18 budgeted Unclassified: Reserve for Salary Settlement account to the Town Clerk salary line for the purpose of funding said salary increase.

VOTED:

IN FAVOR: 199
 OPPOSED: 43 MOTION PASSED BY 2/3 VOTE

Adopted Under the Abbreviated Presentation Procedure

ARTICLE 5: INITIAL YEAR FUNDING OF TOWN SUCCESSOR COLLECTIVE BARGAINING AGREEMENTS

Proposed by: Personnel Board

Estimated Cost: \$116,723

To determine whether the Town will vote to transfer from FY18 budgeted Reserve for Salary Settlement account \$116,723 for the purpose of funding FY18, the first year of the collective bargaining agreements for the period of July 1, 2017 through June 30, 2020 reached between the Town of Wayland and a.) AFSCME 690 Wayland - 1; b.) AFSCME 690 Wayland – 2; c.) the Wayland Library Staff Association MFT, AFT, AFL-CIO; and d.) the Wayland Department of Public Works, Teamsters Local 170, as follows, said further, that the Finance Director be authorized to distribute such amounts to and among the department personnel and line items affected thereby in such amounts as are proper and required:

a.	<u>AFSCME 690 Wayland – 1 (Department Heads/Professional)</u> Base Wages and Overtime	\$41,708
b.	<u>AFSCME 690 Wayland – 2 (Clerical and Dispatch)</u> Base Wages and Overtime Shift Differential – Plus 0.5%	\$23,046 \$ 1,171
c.	<u>Library Staff Association, MFT, AFT, AFL-CIO</u> Base Wages and Overtime	\$12,543
d.	<u>Department of Public Works, Teamsters Local 170</u> Base Wages and Overtime Sick Leave at Retirement	\$35,755 \$ 2,500
Estimated Total First Year Funding Cost		\$116,723.

MOTION:

Miranda Jones moved that \$116,723 be transferred from the FY18 budgeted Unclassified: Reserve for Salary Settlement account for the purpose of funding the first year of collective bargaining agreements for the period of July 1, 2017 through June 30, 2020 reached between the Town of Wayland and a.) AFSCME 690 Wayland – 1; b.) AFSCME 690 Wayland – 2; c.) the Wayland Library Staff Association, MFT, AFT, AFL-CIO; and d.) the Wayland Department of Public Works, Teamsters Local 170, as follows, and that the Finance Director be authorized to distribute such amounts as are proper and required to and among the appropriate department personnel and line items for such purposes.

a.	<u>AFSCME 690 Wayland – 1 (Department Heads/Professional)</u> Base Wages and Overtime	\$41,708
b.	<u>AFSCME 690 Wayland – 2 (Clerical and Dispatch)</u> Base Wages and Overtime	\$23,046

	Shift Differential – Plus 0.5%	\$ 1,171
c.	<u>Library Staff Association, MFT, AFT, AFL-CIO</u> Base Wages and Overtime	\$12,543
d.	<u>Department of Public Works, Teamsters Local 170</u> Base Wages and Overtime	\$35,755
	Sick Leave at Retirement	\$ 2,500

VOTED: IN FAVOR: 256
 OPPOSED: 43 MOTION PASSED

ARTICLE 6: TRANSFER OF FUNDS FOR SCHOOL DEPARTMENT CONTRACTS

Proposed by: School Committee Estimated Cost: \$218,090

To determine whether the Town will vote to transfer from FY18 budgeted Reserve for Salary Settlement account to the School Department budget a sum of money for the purpose of supplementing funds previously appropriated for the School Department for FY18.

MOTION:
 Ellen M. Grieco moved that \$218,090 be transferred from the FY18 budgeted Unclassified: Reserve for Salary Settlement account to the School Department budget for FY18 for the purpose of supplementing funds previously appropriated for the School Department for FY18.

VOTED: IN FAVOR: 282
 OPPOSED: 62 MOTION PASSED

ARTICLE 7: CHANGE FILING DEADLINE FOR CIRCUIT BREAKER MATCH PROGRAM

Proposed by: Board of Selectmen

To determine whether the Town will vote to amend the Code of the Town of Wayland by modifying paragraph G in Section 19-8 of the Code of the Town of Wayland by deleting the crossed-out text and inserting the underlined text as follows:

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 December 31 ~~April 1~~ of the year ~~in which the original tax filing was due~~ to which the tax relates, or within three months after the bill or notice of assessment was sent, whichever is later.

MOTION:
 Cherry Karlson moved that the Town amend the Code of the Town of Wayland, Chapter 19 – Finances, Section 19-8, paragraph G, as set forth in Article 7 on Page 12 of the Warrant for the November 2017 Special Town Meeting by deleting the crossed-out text and inserting the underlined text as follows:

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.

VOTED: IN FAVOR: 356
 OPPOSED: 14 MOTION PASSED

Adopted Under the Abbreviated Presentation Procedure

ARTICLE 8: ACCEPT GIFTS OF LAND AT TOWN CENTER

Sponsored by: Board of Selectman

To determine whether the Town will vote to:
 authorize the Board of Selectmen, with approval by Town Counsel as to form, to accept as a gift on behalf of the Town for municipal purposes, the fee or any lesser interest in all or any part of the parcels of land and the buildings and other structures identified as Lot 9-1A and Lot 3-1, shown on a plan prepared by the Town Surveyor entitled “Plan of land Wayland, Massachusetts Showing Proposed Municipal Parcels” dated July 21, 2015 and recorded with the Middlesex South Registry of Deeds as Plan 616 of 2015, and Parcel 14, shown on a plan prepared by Hancock Associates entitled “Plan of Land in Wayland, MA” dated January 20, 2012, recorded with the Middlesex South Registry of Deeds as Plan 305 (1 of 2) of 2012 on file with the Town Clerk, and further to authorize the Board of Selectmen to execute any and all documents as may be necessary or convenient in relation thereto.

MOTION:

Cherry Karlson moved that the Town pass over Article 8.

<u>VOTED ON MOTION TO PASS OVER:</u>	IN FAVOR: 408	
	OPPOSED: 13	MOTION PASSED

ARTICLE 9: HIGH SCHOOL STADIUM COMPLEX RENOVATION DESIGN FEES (PART 1 OF THE HIGH SCHOOL PREFERRED IMPROVEMENT PLAN)

Proposed by: School Committee and Recreation Commission Estimated Cost: \$202,000

To determine whether the Town will vote to:

- 1.) appropriate a sum of money of up to \$202,000 to be expended under the direction of the School Committee for design services for Part 1 of the Wayland High School Facility Strategic Master Plan (High School Athletic Preferred Improvement Plan-Stadium Complex Renovation); and
- 2.) determine whether said appropriation should be provided by taxation, transfer from unappropriated funds, transfer from available funds already appropriated for other purposes or otherwise, provided not more than \$65,000 of the funds so appropriated shall be transferred from the Recreation Revolving Fund Turf Account for recreational use.

MOTION:

Jeanne Downs moved that the Town appropriate \$202,000 to be expended under the direction of the School Committee for design services for Part 1 of the Wayland High School Facility Strategic Master Plan (High School Athletic Preferred Improvement Plan-Stadium Complex Renovation), and provide for said appropriation by transferring \$50,000 from the Recreation Revolving Fund Turf Account and \$152,000 from free cash.

MOTION TO AMEND:

Thomas Sciacca moved and was duly seconded to amend the motion by inserting “using natural grass” after the word “Renovation”.

<u>VOTED ON MOTION TO AMEND:</u>	IN FAVOR: 215	
	OPPOSED: 374	AMENDMENT DOES NOT PASS

<u>VOTED ON MAIN MOTION:</u>	IN FAVOR: 558	
	OPPOSED: 132	MOTION PASSED

**ARTICLE 10: HIGH SCHOOL TENNIS COURTS / SOFTBALL FIELD
RECONSTRUCTION DESIGN FEES (PART 2 OF THE HIGH SCHOOL PREFERRED
IMPROVEMENT PLAN)**

Proposed by: School Committee and Community Preservation Committee Estimated Cost: \$126,000

To determine whether the Town will vote to:

- a) appropriate a sum of money up to \$126,000 to be expended by the School Committee to prepare the design for Part 2 of the High School Athletic Preferred Improvement Plan (tennis courts/grass softball swap and reconstruction, outdoor basketball and volleyball courts, and related parking); and
- b) determine whether said appropriation shall be provided by taxation, transfer from unappropriated funds, transfer from available funds appropriated for other purposes, by borrowing or otherwise, provided not more than \$126,000 of the funds so appropriated shall be transferred from the Community Preservation Fund's Uncommitted fund for recreational purposes.

MOTION:

Gretchen G. Schuler moved that the Town appropriate \$126,000 to be expended by the School Committee to prepare the design for Part 2 of the High School Athletic Preferred Improvement Plan (tennis courts/grass softball swap and reconstruction, outdoor basketball and volleyball courts, and related parking), and provide for said appropriation by transferring \$126,000 from the Community Preservation Fund's Uncommitted fund for recreational purposes.

VOTED:

IN FAVOR: 611
OPPOSED: 99 MOTION PASSED

**ARTICLE 11: SYNTHETIC TURF FIELD AT LOKER CONSERVATION & RECREATION
AREA DESIGN FEES**

Proposed by: Recreation Commission

Estimated Cost: \$154,000

To determine whether the Town will vote to:

- a) Appropriate a sum of money of up to \$154,000 to be expended under the direction of the Wayland Recreation Commission for design services for development of a synthetic turf field at the Loker Recreation site per the Wayland Recreation Commission Field Development Master Plan. (*See Appendix F*); and
- determine whether said appropriation should be provided by taxation, transfer from unappropriated funds, transfer from available funds already appropriated for other purposes, by borrowing, or otherwise, provided that not more than \$154,000 of the funds so appropriated be transferred from the Recreation Stabilization Fund for recreational use.

MOTION:

Christopher Ryan Fay moved that the Town appropriate \$154,000 to be expended under the direction of the Wayland Recreation Commission for design services for the development of a synthetic turf field at the Loker Recreation site per the Wayland Recreation Commission Field Development Master Plan, and provide for said appropriation by transferring \$154,000 from the Recreation Stabilization Fund.

MOTION TO AMEND:

Allan J. Matthews rose to amend the motion by deleting the words "synthetic turf".

VOTED ON MOTION TO AMEND:

IN FAVOR: 184
OPPOSED: 447 AMENDMENT DOES NOT PASS

MOTION TO TERMINATE DEBATE:

Theodore S. Harding moved to terminate debate on the main motion.

VOTED ON MOTION TO TERMINATE:

IN FAVOR: 602
 OPPOSED: 67 MOTION PASSED

VOTED ON MAIN MOTION:

IN FAVOR: 481
 OPPOSED: 220 MOTION PASSED BY 2/3 VOTE

**ARTICLE 12: NON-MEDICAL/RECREATIONAL MARIJUANA MORATORIUM –
 TEMPORARY MORATORIUM ZONING BYLAW AMENDMENT**

Proposed by: Youth Advisory Committee

To determine whether the Town will vote to amend Chapter 198 of the Town Code, the Town's Zoning Bylaw, by adding a new definition for "Marijuana Establishment" and establishing a temporary moratorium on the use of land, buildings or structures for said Marijuana Establishments in all zoning districts in the Town of Wayland, as follows:

1. Section One

Amend Section 104.2 by adding the following new definition:

Marijuana Establishment – as defined in Section 1 of Chapter 94G of the General Laws, meaning a "marijuana cultivator, independent testing laboratory, marijuana product manufacturer, marijuana retailer or any other type of licensed marijuana-related business."

11. Section Two

Amend Section 803.5 by adding the following new subsection:

Section 803.5.8 There shall be a temporary moratorium on Marijuana Establishments until December 31, 2018. During the moratorium period, the Town shall undertake a planning process to address the potential impacts of recreational marijuana in the Town, and to consider the Cannabis Control Commission regulations regarding Recreational Marijuana Establishments, and shall consider adopting new Zoning Bylaws in response to these new issues.

PLANNING BOARD REPORT: The following zoning article was submitted for the 2017 Special Fall Town Meeting. Pursuant to Massachusetts General Laws Chapter 40A, Section 5, the Planning Board held a public hearing on October 3, 2017 to discuss the proposed amendments to the Town's Zoning By-Laws and closed the public hearing the same night.

Article N: Non-Medical / Recreational Marijuana Moratorium – Zoning Bylaw amendment

On November 8, 2016, the voters of the Commonwealth approved a law regulating the cultivation, processing, distribution, possession and use of marijuana for recreational purposes. The law, which allows certain personal use and possession of marijuana, took effect on December 15, 2016. It was amended on December 30, 2016 via Chapter 351 of the Acts of 2016, and requires a Cannabis Control Commission to issue regulations regarding the licensing of commercial activities. Non-Medical or Recreational Marijuana Establishments (hereafter, "Recreational Marijuana Establishments"), as defined in G.L. c. 94G, §1, are not specifically addressed in the Town's Zoning Bylaw. Regulations to be promulgated by the Cannabis Control Commission may provide guidance on certain aspects of local regulation of Recreational Marijuana Establishments. The regulation of recreational marijuana raises novel legal, planning, and public safety issues. The Town needs time to: (1) study and consider the regulation of Recreational Marijuana Establishments, (2) address the potential impact of the State regulations on local zoning, and (3) undertake a planning process to

consider amending the Zoning Bylaw regarding regulation of Recreational Marijuana Establishments. The sole purpose of the article is to adopt a temporary moratorium on the use of land and structures in the Town for Non-Medical/Recreational Marijuana Establishments until December 31, 2018 to allow the Town sufficient time to address the effects of such structures and uses in the Town and to enact appropriate bylaws.

The Planning Board recommends and voted approval. (Vote: 4-0-0)

MOTION:

Sarah M. Greenaway moved that the Town vote to amend the Code of the Town of Wayland, Chapter 198 – Zoning, as listed in Article 12 on Page 28 of the Warrant for the November 2017 Special Town Meeting by adding a new definition for “Marijuana Establishment” and establishing a temporary moratorium on the use of land, buildings or structures for said Marijuana Establishments in all zoning districts in the Town of Wayland, as follows:

I. Section One

Amend Section 104.2 by adding the following new definition:

Marijuana Establishment – as defined in Section 1 of Chapter 94G of the General Laws, meaning a “marijuana cultivator, independent testing laboratory, marijuana product manufacturer, marijuana retailer or any other type of licensed marijuana-related business.”

II. Section Two

Amend Section 803.5 by adding the following new subsection:

Section 803.5.8 There shall be a temporary moratorium on Marijuana Establishments until December 31, 2018. During the moratorium period, the Town shall undertake a planning process to address the potential impacts of recreational marijuana in the Town, and to consider the Cannabis Control Commission regulations regarding Recreational Marijuana Establishments, and shall consider adopting new Zoning Bylaws in response to these new issues.

MOTION TO TERMINATE DEBATE:

William Steinberg moved to terminate debate on the Motion.

VOTED ON MOTION TO TERMINATE DEBATE:

IN FAVOR: 545
 OPPOSED: 35 MOTION PASSED

VOTED ON MAIN MOTION:

IN FAVOR: 549
 OPPOSED: 97 MOTION PASSED BY 2/3 VOTE

ARTICLE 13: APPROPRIATE FUNDS TO RESTORE/PRESERVE STONE PILLARS AT CASTLE GATE ROAD AND WEST PLAIN STREET

Proposed by: Community Preservation Committee

Estimated Cost: \$12,000

To determine whether the Town will vote to:

- a) appropriate a sum of money up to \$12,000 to be expended to restore/preserve the town-owned stone pillars at Castle Gate Road and West Plain Street; and
- b) determine whether said appropriation shall be provided by taxation, transfer from unappropriated funds, transfer from available funds appropriated for other purposes, by borrowing, or otherwise,

provided not more than \$12,000 of the funds so appropriated shall be transferred from the Community Preservation Fund’s Historic Preservation Fund.

MOTION:

Gretchen G. Schuler moved that the Town appropriate \$12,000 to be expended to restore and preserve the Town-owned stone pillars at Castle Gate Road and West Plain Street, and provide for said appropriation by transferring \$12,000 from the Community Preservation Fund’s Historic Preservation Fund.

VOTED: IN FAVOR: 296
OPPOSED: 32 MOTION PASSED

ARTICLE 14: APPROPRIATE FUNDS TO INSTALL WESTON AQUEDUCT PEDESTRIAN CROSSINGS

Proposed by: Conservation Commission *Estimated Cost: \$98,500*
To determine whether the Town will vote to:

- a) appropriate a sum of money to be expended by the Conservation Commission for the costs of construction to install pedestrian crossings at the locations where the Weston Aqueduct trail crosses roadways:
 - 1. Old Connecticut Path
 - 2. Pine Brook Road
 - 3. Stonebridge Road
- b) determine whether such appropriation shall be provided by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by borrowing in compliance with Massachusetts General Laws Chapter 44§§7 or 8 or other enabling authority, or otherwise;
- c) authorize the Treasurer with the approval of the Board of Selectmen, to borrow said sum pursuant to G.L. c. 44, §§7 or 8 or any other enabling authority, and issue bonds or notes of the Town therefor; and
- d) authorize any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, to be applied to the payment of costs approved hereunder in accordance with G.L. c.44, §20, thereby reducing by a like amount the amount authorized to be borrowed to pay such cost.

MOTION:

Thomas J. Klem moved to pass over the Motion.

VOTED: IN FAVOR: 290
OPPOSED: 13 MOTION PASSED

ARTICLE 15: 107 OLD SUDBURY ROAD DEMOLITION

Proposed by: Board of Public Works *Cost: \$100,000*

To determine whether the Town will vote to appropriate, transfer from the Water Enterprise Fund, or borrow a sum of money of up to \$100,000 to be expended by the Department of Public Works for the demolition of the structure and appurtenances at 107 Old Sudbury Road for the purpose of water resource protection and potential upgrade of the Town’s Baldwin Pond water treatment plant.

MOTION:

Prescott W. Baston Jr. moved that the Town appropriate \$100,000 to be expended by the Department of Public Works to pay for the demolition of the structure and appurtenances at 107 Old Sudbury Road for

the purpose of water resource protection and potential upgrade of the Town's Baldwin Pond water treatment plant, and provide for said appropriation by transferring \$100,000 from the Water Enterprise Fund.

VOTED: IN FAVOR: 268
 OPPOSED: 22 MOTION PASSED

Adopted Under the Abbreviated Presentation Procedure.

MOTION TO RECONSIDER:

Thomas V. Maglione moved to reconsider Article 11.

The Moderator asked if Mr. Maglione has new or significant information which existed but was not already presented.

Mr. Maglione responded that he did not feel that it was made clear that the boundaries of the turf field violated the conservation restrictions.

The Moderator stated that it was mentioned during debate and therefore is not new information and ruled that the Motion for Reconsideration is denied.

<p><i>Attendance: 726</i> <i>The Meeting Adjourned Tuesday, November 14, 2017 at 9:52 P.M. sine die.</i></p>
--

Respectively Submitted,

Beth R Klein

Beth R. Klein, CMC
Town Clerk

Eligible Voters: 9391	ANNUAL TOWN ELECTION				
Total Votes Cast: 2757	March 27, 2018				
Percent of Voters: 29.35%	TOWN OF WAYLAND				
	OFFICIAL RESULTS				
	PREC 1	PREC 2	PREC 3	PREC 4	TOTALS
<u>BOARD OF SELECTMEN (2) 3YR</u>					
Blanks	347	418	360	358	1483
LEA T. ANDERSON	479	392	317	433	1621
MARY M. ANTES	397	383	317	374	1471
STEVEN M. GLOVSKY	257	218	226	216	917
Write-Ins	8	1	6	7	22
TOTALS	1488	1412	1226	1388	5514
<u>SCHOOL COMMITTEE (2) 3 YR</u>					
Blanks	591	602	512	521	2226
ELLEN M. GRIECO	447	407	352	426	1632
KATHLEEN R. STEINBERG	446	401	355	438	1640
Write-Ins	4	2	7	3	16
TOTALS	1488	1412	1226	1388	5514
<u>BOARD OF ASSESSORS (2) 3YR</u>					
Blanks	956	947	845	919	3667
ZACHARIAH L. VENTRESS	472	431	365	428	1696
Write-Ins John Todd	57	28	11	37	133
Write-Ins	3	6	5	4	18
TOTALS	1488	1412	1226	1388	5514
<u>LIBRARY TRUSTEES (2) 3 YR</u>					
Blanks	593	610	531	559	2293
JUDY LYNN DION	433	404	346	405	1588
MAUREEN E.K. WHITE	460	394	346	420	1620
Write-Ins	2	4	3	4	13
TOTALS	1488	1412	1226	1388	5514
<u>LIBRARY TRUSTEES (1) 1 YR</u>					
Blanks	267	249	210	232	958
SALLY Y. CARTWRIGHT	476	457	403	460	1796
Write-Ins	1	0	0	2	3
TOTALS	744	706	613	694	2757
<u>BOARD OF HEALTH (2) 3 YR</u>					
Blanks	624	645	554	588	2411
JOHN G. SCHULER	455	396	348	419	1618
ROBERT DEFRANCESCO	408	371	324	380	1483
Write-Ins	1	0	0	1	2
TOTALS	1488	1412	1226	1388	5514

<u>PLANNING BOARD (1) 5 YR</u>					
Blanks	313	288	266	275	1142
ALBERT I. MONTAGUE, JR.	430	416	347	418	1611
Write-Ins	1	2	0	1	4
TOTALS	744	706	613	694	2757
<u>BOARD OF PUBLIC WORKS (2) 3 YR</u>					
Blanks	501	556	460	476	1993
JONATHAN I. MISHARA	344	297	312	345	1298
DUANE E. GALBI	233	246	192	198	869
CLIFFORD W. LEWIS	408	311	262	367	1348
Write-Ins	2	2	0	2	6
TOTALS	1488	1412	1226	1388	5514
<u>RECREATION COMMISSIONER (2) 3 YR</u>					
Blanks	559	567	462	547	2135
THRUSTON WRIGHT, III	287	241	220	282	1030
DAVID B. PEARLMAN	296	308	273	265	1142
KELLY S. PIERCE	343	296	271	293	1203
Write-Ins	3	0	0	1	4
TOTALS	1488	1412	1226	1388	5514
<u>COMMISSIONER OF TRUST FUNDS (1) 3 YR</u>					
Blanks	272	253	240	241	1006
DAVID C. D'ORLANDO	471	453	372	452	1748
Write-Ins	1	0	1	1	3
TOTALS	744	706	613	694	2757
<u>HOUSING AUTHORITY (1) 5 YR</u>					
Blanks	303	261	234	266	1064
MIRIAM E. ANDREWS	439	443	378	428	1688
Write-Ins	2	2	1	0	5
TOTALS	744	706	613	694	2757
<u>QUESTION NO. 1</u>					
Blanks	16	28	23	24	91
Yes	341	380	349	370	1440
No	387	298	241	300	1226
TOTALS	744	706	613	694	2757
<u>QUESTION NO. 2</u>					
Blanks	17	20	15	26	78
Yes	511	494	399	485	1889
No	216	192	199	183	790
TOTALS	744	706	613	694	2757
<u>QUESTION NO. 3</u>					
Blanks	15	16	11	15	57
Yes	359	372	296	392	1419
No	370	318	306	287	1281
TOTALS	744	706	613	694	2757

TOWN OF WAYLAND ANNUAL TOWN MEETING - APRIL 2, 2018

Article	Article Name	PAGE
	Errata	3
1	Recognize Citizens and Employees for Particular Service to the Town-Motion1, Motion2 and Motion 3	5
2	Pay Previous Fiscal Year Unpaid Bills	6
3	Current Year Transfers	6
4	OPEB Funding	7
5	Rescind Revolving Fund for Wayland Town Beach	8
6	Establish a Revolving Fund for Wayland Town Beach	8
7	Fiscal Year 2019 Revolving Fund for Expenditure Limits	9
8	Initial Year funding of Town Successor Collective Bargaining Agreements	9
9	FY 2019 Omnibus Budget- Motion 1 Capital- Motion 2	10
10	Personnel Bylaws and Wage Classification Plan	20
11	CPA-Set asides and Transfers	20
12	Compensation for Town Clerk	21
13	Rescind Authorized but Unissued Debt	21
14	Terminate the Non-Insurance Stabilization Fund and Transfer Balance to General Fund Stabilization Fund	21
15	Close Septage enterprise Fund	22
16	Resolution to Continue Electronic Voting through FY2022	23
17	Appropriate funds to Construct a new Library Building	23
18	Appropriate Funds to Design Renovation of Existing Library Building at 5 Concord Rd	24
19	Accept Gifts of Land at Town Center	25
20	Appropriate Funds for a Community Center at Town Center	25
21	Appropriate funds for Wayland Fire Station Number two renovations	26
22	Resolution: Energy and Carbon Savings in Municipal Building Construction	27
23	Appropriate Funds for Wayland Town Building HVAC Improvements	28
24	Advanced Water Meter Reading Infrastructure	28
25	High School Complex Renovation	29
26	High School Tennis Courts/Softball Field Reconstruction	29
27	CPA Uncommitted-Partial Construction of WHS Athletic Facilities	30
28	Construction of Artificial Turf Field at Loker Conservation	30
29	An Act Relative to the Prevailing Wage for Affordable Housing in the town of Wayland	31
30	Limit the size of Oxbow Meadows Athletic Field	31
31	Construct Access Road to Oxbow Meadows Athletic Field	32
32	Limited Site Plan Review-zoning Amendment	32
33	Off Street Parking zoning Amendment	34
34	CPA: Historic Preservation of Library Windows and Depot Exterior	35
35	CPA: Uncommitted-Recreation Projects Canoe and Kayak Launches; Aqueduct Crossing	35
36	Accept MGL Chap.41, Sec. 110A	36
37	Property Tax Credit	36
38	Hear Reports	37
39	Choose Town Officers	37

TOWN OF WAYLAND ANNUAL TOWN MEETING - APRIL 2, 2018 – Status

Article	Article Name	Status
1	Recognize Citizens and Employees for Particular Service to the Town-Motions 1,2 and 3	Passed
2	Pay Previous Fiscal Year Unpaid Bills	Passed Over
3	Current Year Transfers	Passed
4	OPEB Funding	Passed
5	Rescind Revolving Fund for Wayland Town Beach	Passed
6	Establish a Revolving Fund for Wayland Town Beach	Passed
7	Fiscal Year 2019 Revolving Fund for Expenditure Limits	Passed
8	Initial Year funding of Town Successor Collective Bargaining Agreements	Passed
9	FY 2019 Omnibus Budget- Motion 1 Capital- Motion 2	Passed
10	Personnel Bylaws and Wage Classification Plan	Passed
11	CPA-Set asides and Transfers	Passed
12	Compensation for Town Clerk	Passed
13	Rescind Authorized but Unissued Debt	Passed
14	Terminate the Non-Insurance Stabilization Fund and Transfer Balance to General Fund Stabilization Fund	Passed
15	Close Septage Enterprise Fund	Passed
16	Resolution to Continue Electronic Voting through FY2022	Passed
17	Appropriate funds to Construct a new Library Building	Did Not Pass
18	Appropriate Funds to Design Renovation of Existing Library Building at 5 Concord Rd	Did not Pass
19	Accept Gifts of Land at Town Center	Passed
20	Appropriate Funds for a Community Center at Town Center	Passed
21	Appropriate funds for Wayland Fire Station Number two renovations	Passed
22	Resolution: Energy and Carbon Savings in Municipal Building Construction	Passed
23	Appropriate Funds for Wayland Town Building HVAC Improvements	Passed
24	Advanced Water Meter Reading Infrastructure	Did not Pass
25	High School Complex Renovation	Passed Over
26	High School Tennis Courts / Softball Field Reconstruction	Passed Over
27	CPA Uncommitted-Partial Construction of WHS Athletic Facilities	Passed Over
28	Construction of Artificial Turf Field at Loker Conservation	Passed Over
29	An Act Relative to the Prevailing Wage for Affordable Housing in the town of Wayland	Passed
30	Limit the size of Oxbow Meadows Athletic Field	Passed Over
31	Construct Access Road to Oxbow Meadows Athletic Field	Passed Over
32	Limited Site Plan Review-zoning Amendment	Passed
33	Off Street Parking zoning Amendment	Passed
34	CPA: Historic Preservation of Library Windows and Depot Exterior	Passed
35	CPA: Uncommitted-Recreation Projects Canoe and Kayak Launches; Aqueduct Crossing	Passed
36	Accept MGL Chap.41, Sec. 110A	Passed
37	Property Tax Credit	Passed Over
38	Hear Reports	Passed
39	Choose Town Officers	Passed

TOWN OF WAYLAND
ANNUAL TOWN MEETING APRIL 2, 2018

DATE:	ARTICLES DISPOSED OF:
April 2, 2017	1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14
April 3, 2017	15, 16, 17, 18, 19, 20, 21
April 5, 2018	22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39

RETURN OF SERVICE

MIDDLESEX, s.s.

March 15, 2018

To any of the Constables of the Town of Wayland, Greetings:

I, William Pickett, Jr., duly qualified Constable of the Town of Wayland, do hereby affirm and certify that I have posted the specimen of the Official Ballot for the Annual Town Election to be held on Tuesday, March 27, 2018, together with the Warrant for the Annual Town Meeting to be held on Monday April 2, 2018 by my posting copies thereof at the Wayland Town Building, Cochituate Fire Station or the Cochituate Post Office, Wayland Public Library and the Happy Hollow School, by posting seven (7) days at least before the date appointed for the posting of the Warrant for the Annual Town Election and the Annual Town Meeting. Posting was done March 15, 2018.

VOTES ENACTED:

MONDAY, APRIL 2, 2018 AT THE WAYLAND HIGH SCHOOL FIELD HOUSE

DENNIS J. BERRY, MODERATOR:

Pursuant to the Warrant dated March 12, 2018, signed by Lea T. Anderson, Cherry C. Karlson, Mary M. Antes, Douglas Levine, Louis M. Jurist, Selectmen, served and return of service given by William Pickett, Jr., Constable of the Town, the inhabitants of the Town of Wayland qualified to vote at Town Meeting met this day at Wayland High School Field House, and at 7:00 P.M. the Moderator called the Meeting to order, declared that a quorum was present, and the Meeting proceeded to transact the following business:

ERRATA

ARTICLE 9: FISCAL YEAR 2019 OMNIBUS BUDGET

Page 49; change the Grand Total in the Actual FY2017 column, as shown below:

	ACTUAL FY 2016	ACTUAL FY 2017	APPROVED FY 2018	REQUESTED FY 2019
82 TOTAL WASTEWATER MANAGEMENT COMMISSION	\$646,044	\$743,411	\$712,744	\$795,149
TOTAL ENTERPRISE FUNDS	\$4,308,514	\$4,583,471	\$4,714,971	\$4,814,387
<i>Grand Total FTEs</i>	<i>560.59</i>	<i>575.27</i>	<i>587.33</i>	<i>600.30</i>
GRAND TOTAL OMNIBUS BUDGET	\$75,874,068	\$78,302,417 \$40,645,544	\$81,805,055	\$84,709,332

ARTICLE 16: RESOLUTION TO CONTINUE ELECTRONIC VOTING THROUGH FY2022

Page 68, correct the spelling of petitioner Alan Reiss' name, as shown below:

For more information about this article, contact petitioners Alan ~~Reis~~ Reiss at 508-254-2094 or alanjreiss@verizon.net, or David Bernstein at 508-358-8022. You may also go to the website at www.electronicvoting.info

ARTICLE 28: CONSTRUCTION OF SYNTHETIC TURF ATHLETIC FIELD AT LOKER CONSERVATION & RECREATION AREA

Page 100, paragraph 3, strike out restroom facilities, as shown below:

Maintenance of natural areas, trash and recycling, ~~restroom facilities~~ and parking areas will be performed by the Department of Public Works (DPW) and facilitated through the Memorandum Of Understanding (MOU) process. The MOU is an agreement among the School Committee, the Recreation Commission and the Board of Public Works.

ARTICLE 32: LIMITED SITE PLAN REVIEW – ZONING AMENDMENT

Page 107, Section 1: 603.3.1(c), change language as shown below:

(c) the adequacy ~~and of the~~ arrangement of parking and loading areas in relation to the proposed use of the site.

APPENDIX B: Article 10, List of Town Positions (FTE's) and Personnel Bylaws and Wage and Classification Plan

Page 133, Remove "WW Operations Manager" from DPW-Water and add "WW Operations Manager" to DPW-Administration, as shown below:

DPW				
<u>Administration</u>				
DPW Director	1.00	1.00	1.00	1.00
BPW Business Manager	0.00	0.00	0.00	1.00
Administrative Coordinator	1.00	1.00	1.00	0.00
Department Assistant	1.80	2.34	2.34	2.34
Sr Clerk	0.71	0.00	0.00	0.00
<u>WW Operations Manager</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>
<u>Engineering Services</u>				
Town Engineer	0.00	1.00	1.00	1.00
Surveyor	0.00	1.00	1.00	1.00
Project Manager	0.00	0.00	0.00	1.00
GIS Analyst	1.00	1.00	1.00	1.00
<u>Highway/Parks/Transfer Station</u>				
Highway/Parks/TS Superintendent	0.00	1.00	1.00	1.00
Highway/TS Superintendent	1.00	0.00	0.00	0.00
Park Superintendent	1.00	0.00	0.00	0.00
Senior Foreman	1.00	1.00	1.00	1.00
Transfer Station Foreman	1.00	1.00	1.00	1.00
Working Foreman	2.00	3.00	3.00	3.00
HEO	3.90	3.90	3.90	4.48
MEO	4.00	5.00	5.00	5.00
Sr Grounds Worker	1.00	2.00	2.00	2.00
Grounds Worker	3.00	1.00	1.00	1.00
Maintenance Worker	4.00	5.00	5.00	5.00
<u>Mechanics</u>				
Lead Mechanic	1.00	1.00	1.00	1.00
Maintenance Mech/Welder	1.00	1.00	1.00	1.00
Mechanic/Welder	1.00	1.00	1.00	1.00
<u>Water</u>				
Water Superintendent	1.00	1.00	1.00	1.00
WTP Manager	1.00	1.00	1.00	0.00
WT & C Manager	0.00	0.00	0.00	1.00
WW Operations Manager	0.00	0.00	0.00	1.00
Water Foreman	1.00	1.00	1.00	1.00
Water Worker 3	2.00	2.00	2.00	1.00
Water Worker 2	2.00	1.00	1.00	3.00
Water Worker 1	1.00	2.00	2.00	1.00
Department Total	38.41	41.24	41.24	44.82

Announcement

Richard Turner of the Public Ceremonies Committee announced with appreciation and admiration for the many exceptional individuals who enhance and enrich our Wayland community. The Public Ceremonies Committee each year makes the Lydia Maria Child Award for Outstanding Public Service. The award is given to the person, or persons or group who the PCC determines best represents the concern and care that Lydia Maria Child demonstrated for making her community a better place. The recipient of the 2018 award is given to the members of Wayland E.S.O.L. The presentation will take place at the next meeting of the Public Ceremonies Committee in the Town Building on April 11, 2018.

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

Sponsored by: Board of Selectmen

MOTION No. 1

Lea Anderson moved that the Town recognize the following citizens who have served in a volunteer capacity on elected and/or appointed boards, committees, and commissions for a minimum of 25 years (service need not be consecutive)

Susan Weinstein	25 years	Housing Authority (1992-98, 2000-18) Emergency Planning Committee (1994-97) Growth Policy Advisory Committee (1995-97) Fair Housing Committee (1996-97) Board of Selectmen (1997-2000) Library Planning Committee (2005-06) Community Preservation Committee (2011-18)
Jean Pratt	36 years	Codification Committee (1969-78) Zoning Board of Appeals (1973-82) Zoning By-Law Committee (1983) Town Meeting Procedures (1985-88) Charter Commission (1989-90) Zoning By-Law Study Committee (1999-2001) Surveyor of Lumber (2002-18)

VOTED:

IN FAVOR: 157 MOTION PASSED
OPPOSED: 1

MOTION No. 2

Lea Anderson moved that the Town recognize the following town employees who have retired since the 2017 Annual Town Meeting, or intend to retire prior to June 30, 2018, and have served the Town for over 20 years (service need not be consecutive):

The following town and school employees have retired since the 2017 Annual Town Meeting or will retire before June 30, 2018 and have or will have served the Town for over 20 years:

Ernest Columbus	42 years	Heavy Equipment Operator
Lynn Dowd	31 years	Director, Youth and Family Services
Tom Large	26 years	Middle School Drama Teacher
Ed Konopka	21 years	Custodian

VOTED:

IN FAVOR: 113 MOTION PASSED
OPPOSED: 0

MOTION No. 3

Lea Anderson moved that the Town recognize and observe a moment of silence in remembrance of the following elected or appointed volunteers or employees who have passed away since the 2017 Annual Town Meeting:

Terese Little	January 13, 2017	Teacher
Kathleen Coyle	February 15, 2017	Teacher
Paul Heffernan	February 20, 2017	Teacher
Charles Goff	February 26, 2017	High School Principal
Robert Bibeau	March 31, 2017	Teacher
Dorothy Lee	April 10, 2017	Election Worker
David Coggins	May 28, 2017	DPW Foreman
William Spaulding	July 11, 2017	School Custodian
Martha Spokowski	July 25, 2017	School Employee
Charlotte Kutasz	September 4, 2017	School Cafeteria
John Boddie	September 16, 2017	Treasurer's Office
Ida Badders	October 30, 2017	School Secretary
Prescott Baston	January 11, 2018	Board of Public Works
Celia Lombardo	January 12, 2018	High School Building Committee

The Moderator declared that the motion passed by observing a moment of silence.

ARTICLE 2: PAY PREVIOUS FISCAL YEAR UNPAID BILLS

Proposed by: Board of Selectmen

To determine whether the Town will vote to:

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

Fiscal 2017 liabilities to be paid using Fiscal 2018 appropriations: (none)

MOTION:

Lea Anderson moved that Article 2 be passed over.

VOTED:

IN FAVOR: 150 MOTION PASSED
OPPOSED: 13

ARTICLE 3: CURRENT YEAR TRANSFERS

Proposed by: Board of Selectmen

Estimated Cost: \$732,081

To determine whether the Town will vote to appropriate a sum or sums of money for the operation and expenses of various Town Departments for the current fiscal year; to determine whether such appropriation shall be provided by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by funds received as grants from the Commonwealth or federal government, otherwise; and to determine which Town officer, board, or committee of combination of them, shall be authorized to expend the money or monies appropriated therefor.

Current Year Transfer FY18

Purpose:	AMOUNT	
1) Snow and Ice Removal		\$200,000
2) FY17 Loker Door and Window		\$445,108
3) Conservation Salary FY2018		\$ 2,973
4) Town Meeting FY2018		\$ 75,000
5) Finance Department Expenses FY2018		\$ 9,000
TOTAL		\$732,081

Funding Sources:		
1) Unreserved Fund Balance		\$200,000
2) Fund Balance Reserve Bond Premium		\$445,108
3) Surveyor Salary FY2018		\$ 2,973
4) Unreserved Fund Balance		\$ 75,000
5) Finance Department Salary FY2018		\$ 9,000
TOTAL		\$732,081

MOTION:

Lea Anderson moved that the following sums be appropriated as listed on page 29 of the Warrant for the 2018 Annual Town Meeting to be expended by the following boards and committees in Fiscal Year 2018 for the following purposes:

<u>Purpose:</u>	<u>Amount</u>	<u>Board or Committee</u>
1) Snow and Ice Removal	\$300,000	Board of Public Works
2) FY17 Loker Door and Window	\$445,108	School Committee
3) Conservation Salary FY2018	\$ 2,973	Board of Selectmen
4) Town Meeting FY2018	\$ 75,000	Board of Selectmen
5) Finance Dept. Expenses FY2018	\$ 9,000	Board of Selectmen

For a total of current year transfers of \$832,081

And further, that said appropriations be provided by transferring \$375,000 from the General Fund Unreserved Fund Balance, by transferring \$445,108 from the Fund Balance Reserve Bond Premium, by transferring \$2,973 from Surveyor salaries line item, and by transferring \$9,000 from Finance Department salary FY2018 line item.

<u>VOTED:</u>	IN FAVOR:	191	MOTION PASSED
	OPPOSED:	15	

ARTICLE 4: OPEB FUNDING

Proposed by: Board of Selectmen

Estimated Cost: \$546,534

To determine whether the Town will vote to:

- a) authorize the transfer of funds from the following enterprise and revolving funds to the General Fund:

1) Food Service	\$ 25,000
2) Children’s Way	\$ 25,000

- b) appropriate an aggregate amount of \$53,715 to be deposited in the Town’s Other Post-Employment Benefits Trust Fund which amount shall be provided by transferring the following sums of money from the enterprise and revolving funds:

1) Food Service	\$ 10,024
-----------------	-----------

- 2) BASE \$ 11,649
- 3) Children’s Way \$ 13,078
- 4) Full Day Kindergarten \$ 6,937
- 5) Water \$ 7,635
- 6) Transfer Station \$ 821
- 7) Recreation \$ 1,642
- 8) Pegasus \$ 1,338
- 9) Building Use \$ 410
- 10) Enrichment \$ 181 ; and

c) appropriate \$492,819 to be deposited in the Town’s Other Post-Employment Benefits Trust Fund; and determine whether such appropriation shall be provided by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose or otherwise.

MOTION:

David Watkins moved that Article 4 be adopted under the Abbreviated Presentation Procedure.

VOTED: IN FAVOR: 141 MOTION PASSED
 OPPOSED: 16

POINT OF ORDER:

Thomas Maglione rose to ask why the previous motions were not seconded.

The Moderator replied that the purpose of a second is that at least one other person in the room wants to hear the motion. When an article is brought by a town board then there is always at least one other person who wants to hear the motion and therefore a second is not necessary.

ARTICLE 5: RESCIND REVOLVING FUND FOR WAYLAND TOWN BEACH

Proposed by: Recreation Commission

To determine whether the Town will vote to rescind its authorization of the Revolving Fund for the Recreation Commission for Town Beach and Beach programs, established pursuant to G.L. Chapter 44, Section 53D.

MOTION:

Frank Krasin moved that Article 5 be adopted under the Abbreviated Presentation Procedure.

VOTED: IN FAVOR: 188 MOTION PASSED
 OPPOSED: 23

ARTICLE 6: ESTABLISH A REVOLVING FUND FOR WAYLAND COMMUNITY GARDENS

Proposed by: Conservation Commission

To determine whether the Town will vote:

- 1) Pursuant to the provisions of G.L. c.44, §53E½, as most recently amended, to authorize a new revolving fund for Wayland Community Gardens and to amend the Code of the Town of Wayland, Section 19-10 entitled “Revolving Funds” by inserting "Wayland Community Gardens" into the revolving funds chart, specifying the departmental receipts to be credited to the fund, the departmental purposes or programs for which the fund may be expended, the entity authorized to expend the fund, and further, to set the total amount that may be expended from such fund for Fiscal Year 2019 as follows:

The Town Code, §19-10 Revolving Funds, Section A shall be amended by inserting the following new Revolving Fund into the chart:

	REVOLVING FUND	AUTHORITY TO SPEND FUND	REVENUE SOURCES	USE OF FUNDS
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.

- 2) And further, that the Town vote to set the following enumerated dollar figure as the total amount that may be expended from said Revolving Fund for Fiscal Year 2019 as follows: Wayland Community Gardens - \$3,000

MOTION:

Thomas Klem moved that Article 6 be adopted under the Abbreviated Presentation Procedure.

VOTED:

IN FAVOR: 155 MOTION PASSED
 OPPOSED: 12

ARTICLE 7: FISCAL YEAR 2019 REVOLVING FUND EXPENDITURE LIMITS

Proposed by: Board of Selectmen

MOTION:

Louis Jurist 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 2019 as listed in Article 7 on Pages 36-37 of the Warrant for the 2018 Annual Town Meeting, as follows:

1. Transfer Station: \$625,000
2. Council on Aging: \$50,000
3. School Department / Professional Development: \$50,000
4. School Department / Curriculum: \$25,000
5. Recreation: \$925,000
6. Recreation: Athletic Fields: \$225,000

VOTED:

IN FAVOR: 190 MOTION PASSED
 OPPOSED: 19

ARTICLE 8: INITIAL YEAR FUNDING OF TOWN SUCCESSOR COLLECTIVE BARGAINING AGREEMENTS

Proposed by: Personnel Board

Estimated Cost: \$81,998

MOTION:

Miranda Jones moved that the Town vote to transfer \$81,998 from the FY 18 budgeted Unclassified Reserve for Salary Settlement account for the purpose of funding FY 18, the first year of the collective bargaining agreement for the period of July 1, 2017 through June 20, 2020 reached between the Town of Wayland and the International Association of Firefighters, Local 1978, and that the Finance Director be authorized to distribute such amounts as are proper and required to and among the department personnel and line items affected thereby as follows:

a. Base Wages and Overtime	\$ 50,998
b. EMT Basic / EMT Paramedic Stipends	\$ <u>31,000</u>
Estimated Total First Year Funding Cost	\$ 81,998

VOTED:

IN FAVOR: 219 MOTION PASSED
 OPPOSED: 17

ARTICLE 9: FY2019 OMNIBUS BUDGET

Proposed by: Finance Committee

To determine what sum of money the Town will appropriate for the operation and expenses of the town including capital expenses for equipment, improvements or other purposes and determine whether such appropriation shall be provided by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by borrowing or otherwise.

MOTION No. 1

David Watkins moved that each and every numbered item set forth in the Finance Committee’s Budget for Fiscal Year 2019 be voted, granted and appropriated as an expenditure for the several purposes and uses set forth in said budget establishing a total budget of \$84,709,332 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, \$77,953,970 shall be raised by taxation, \$635,500 shall be provided by transfer from Ambulance receipts, \$80,220 shall be provided by transfer from Premium on Bonds Account, \$1,225,255 shall be provided by transfer from the following revolving and enterprise funds:

\$2,250 from Council on Aging

\$383,537 from the Water Fund

\$94,965 from the Wastewater Fund

\$46,849 from the Recreation Revolving Fund

\$6,750 from Recreation: Athletic Fields Revolving Fund

\$210,690 from Base

\$224,241 from Children’s Way

\$184,691 from Food Service and

\$71,282 from full day kindergarten;

and further, \$4,019,238 shall be provided from Water revenue, and \$795,149 shall be provided from Wastewater revenues.

MOTION TO AMEND MOTION NO. 1:

Steven Glovsky moved and was duly seconded that the Town vote to amend the motion by reducing the amount to be raised from taxation from \$77,953,970 to \$75,299,940.

POINT OF ORDER:

Gordon Cliff questioned if the amendment was out of order.

The Moderator declared that the motion is in order but that a vote in favor of the amendment would result in a budget that was not balanced.

VOTED ON AMENDMENT:

IN FAVOR: 53
 OPPOSED: 173 AMENDMENT FAILS

VOTED ON MOTION No 1:

IN FAVOR: 204 MOTION PASSED
 OPPOSED: 65

<u>FISCAL YEAR 2019 BUDGET</u>				
	ACTUAL FY 2016	ACTUAL FY 2017	APPROVED FY 2018	REQUESTED FY 2019
SELECTMEN				
<i>Total FTEs</i>	0.00	0.00	0.00	0.00
1 PURCHASE OF SERVICES	\$25,662	\$17,950	\$25,000	\$45,000
SUPPLIES	-\$3,830	\$0	\$0	\$6,000
TOTAL EXPENSES	\$21,832	\$17,950	\$25,000	\$51,000
TOTAL SELECTMEN	\$21,832	\$17,950	\$25,000	\$51,000
TOWN OFFICE				
<i>Total FTEs</i>	5.00	5.00	5.00	5.00
2 PERSONNEL SERVICES	\$452,832	\$460,581	\$487,212	\$493,281
3 PURCHASE OF SERVICES	\$12,369	\$9,354	\$10,500	\$32,500
SUPPLIES	\$58,571	\$61,705	\$56,500	\$53,000
TOTAL EXPENSES	\$70,940	\$71,059	\$67,000	\$85,500
TOTAL TOWN OFFICE	\$523,772	\$531,640	\$554,212	\$578,781
PERSONNEL BOARD				
<i>Total FTEs</i>	0.00	0.00	0.00	0.00
4 PERSONNEL SERVICES	\$2,578	\$2,431	\$5,000	\$5,000
5 PURCHASE OF SERVICES	\$5,557	\$4,880	\$10,000	\$10,000
TOTAL EXPENSES	\$5,557	\$7,311	\$10,000	\$10,000
TOTAL PERSONNEL BOARD	\$8,135	\$9,742	\$15,000	\$15,000
FINANCE				
<i>Total FTEs</i>	4.54	4.80	4.80	4.80
6 PERSONNEL SERVICES	\$322,273	\$347,968	\$357,135	\$372,393

	PURCHASE OF SERVICES	\$68,548	\$54,610	\$57,500	\$59,115
	SUPPLIES	\$63	\$439	\$700	\$500
7	TOTAL EXPENSES	\$68,611	\$55,049	\$58,200	\$59,615
	TOTAL FINANCE	\$390,884	\$403,017	\$415,335	\$432,008
	ASSESSOR				
	<i>Total FTEs</i>	4.00	4.00	4.00	4.00
8	PERSONNEL SERVICES	\$252,898	\$250,215	\$266,622	\$278,124
	PURCHASE OF SERVICES	\$44,710	\$46,990	\$46,050	\$67,800
		ACTUAL FY 2016	ACTUAL FY 2017	APPROVED FY 2018	REQUESTED FY 2019
9	SUPPLIES	\$2,778	\$1,391	\$3,100	\$600
	TOTAL EXPENSES	\$47,488	\$48,381	\$49,150	\$68,400
	TOTAL ASSESSOR	\$300,386	\$298,596	\$315,772	\$346,524
	TREASURER				
	<i>Total FTEs</i>	3.26	3.23	3.23	3.23
10	PERSONNEL SERVICES	\$167,806	\$186,737	\$195,393	\$202,298
	PURCHASE OF SERVICES	\$119,743	\$37,781	\$90,300	\$50,600
	SUPPLIES	\$106	\$316	\$20,100	\$20,200
11	TOTAL EXPENSES	\$119,849	\$38,097	\$110,400	\$70,800
	TOTAL TREASURER	\$287,655	\$224,834	\$305,793	\$273,098
	TOWN COUNSEL				
	<i>Total FTEs</i>	0.00	0.00	0.00	0.00
	PURCHASE OF SERVICES	\$160,817	\$197,068	\$200,000	\$244,000
12	SUPPLIES	\$0			
	TOTAL EXPENSES	\$160,817	\$197,068	\$200,000	\$244,000
	TOTAL TOWN COUNSEL	\$160,817	\$197,068	\$200,000	\$244,000
	INFORMATION TECHNOLOGY				
	<i>Total FTEs</i>	1.00	3.00	3.00	3.00
13	PERSONNEL SERVICES	\$86,450	\$234,633	\$296,844	\$302,240
	PURCHASE OF SERVICES	\$144,984	\$140,922	\$349,617	\$121,497
	SUPPLIES	\$229,337	\$376,657	\$228,000	\$457,808
14	TOTAL EXPENSES	\$374,321	\$517,579	\$577,617	\$579,305
	TOTAL INFORMATION TECHNOLOGY	\$460,771	\$752,212	\$874,461	\$881,545
	TOWN CLERK				
	<i>Total FTEs</i>	2.00	2.00	2.00	2.00
15	PERSONNEL SERVICES	\$121,526	\$125,233	\$131,885	\$137,366
	PURCHASE OF SERVICES	\$13,775	\$14,442	\$15,190	\$15,310
	SUPPLIES	\$2,930	\$2,372	\$1,850	\$1,850
16	TOTAL EXPENSES	\$16,705	\$16,814	\$17,040	\$17,160
	TOTAL TOWN CLERK	\$138,231	\$142,047	\$148,925	\$154,526
	ELECTIONS				
	<i>Total FTEs</i>	0.00	0.00	0.00	0.00
		ACTUAL FY 2016	ACTUAL FY 2017	APPROVED FY 2018	REQUESTED FY 2019
17	PERSONNEL SERVICES	\$17,858	\$36,738	\$6,503	\$6,991

	PURCHASE OF SERVICES	\$3,867	\$6,698	\$3,300	\$32,390
	SUPPLIES	\$7,604	\$4,996	\$4,270	\$2,700
18	TOTAL EXPENSES	\$11,471	\$11,694	\$7,570	\$35,090
	TOTAL ELECTIONS	\$29,329	\$48,432	\$14,073	\$42,081
	REGISTRAR				
	<i>Total FTEs</i>	0.00	0.00	0.00	0.00
19	PERSONNEL SERVICES	\$275	\$275	\$1,075	\$1,075
	PURCHASE OF SERVICES	\$3,675	\$4,598	\$4,625	\$4,625
20	TOTAL EXPENSES	\$3,675	\$4,598	\$4,625	\$4,625
	TOTAL REGISTRAR	\$3,950	\$4,873	\$5,700	\$5,700
	CONSERVATION				
	<i>Total FTEs</i>	2.37	2.37	2.54	2.80
21	PERSONNEL SERVICES	\$158,188	\$143,561	\$173,312	\$193,993
	PURCHASE OF SERVICES	\$13,245	\$31,348	\$33,000	\$31,780
	SUPPLIES	\$11,365	\$16,523	\$11,210	\$11,045
22	TOTAL EXPENSES	\$24,610	\$47,871	\$44,210	\$42,825
	TOTAL CONSERVATION	\$182,798	\$191,432	\$217,522	\$236,818
	PLANNING				
	<i>Total FTEs</i>	1.40	1.40	1.40	1.40
23	PERSONNEL SERVICES	\$106,399	\$98,090	\$107,582	\$111,253
	PURCHASE OF SERVICES	\$1,185	\$2,673	\$4,095	\$6,450
	SUPPLIES	\$1,725	\$362	\$200	\$555
24	TOTAL EXPENSES	\$2,910	\$3,035	\$4,295	\$7,005
	TOTAL PLANNING	\$109,309	\$101,125	\$111,877	\$118,258
	SURVEYOR				
	<i>Total FTEs</i>	2.00	2.00	2.00	0.00
25	PERSONNEL SERVICES	\$165,319	\$169,040	\$172,139	\$0
	PURCHASE OF SERVICES	\$14,584	\$26,378	\$20,255	\$0
	SUPPLIES	\$2,030	\$1,417	\$4,000	\$0
26	TOTAL EXPENSES	\$16,614	\$27,795	\$24,255	\$0
	TOTAL SURVEYOR	\$181,933	\$196,835	\$196,394	\$0
		ACTUAL FY 2016	ACTUAL FY 2017	APPROVED FY 2018	REQUESTED FY 2019
	FACILITIES				
	<i>Total FTEs</i>	4.54	4.54	4.54	4.54
27	PERSONNEL SERVICES	\$265,605	\$265,945	\$271,522	\$273,867
28	PURCHASE OF SERVICES	\$252,863	\$268,266	\$280,900	\$234,500
	Contract Services				
	Repairs & Other Expenses				
29	UTILITIES	\$449,242	\$451,446	\$487,000	\$462,000
30	SUPPLIES	\$26,413	\$21,065	\$33,000	\$98,800
	TOTAL FACILITIES	\$994,123	\$1,006,722	\$1,072,422	\$1,069,167
	MISC COMMITTEES				
	<i>Historical Commission, Surface Water Quality Commission, Historic District Commission, Public Ceremonies Committee</i>				
	<i>Total FTEs</i>	0.00	0.00	0.00	0.00
31	PURCHASE OF SERVICES	\$46,481	\$45,522	\$47,275	\$47,275
	TOTAL EXPENSES	\$46,481	\$45,522	\$47,275	\$47,275

	TOTAL MISC COMMITTEES	\$46,481	\$45,522	\$47,275	\$47,275
	POLICE				
	<i>Total FTEs</i>	25.59	25.59	25.59	26.59
32	PERSONNEL SERVICES	\$2,260,188	\$2,350,058	\$2,486,389	\$2,547,349
	PURCHASE OF SERVICES	\$149,093	\$134,114	\$137,350	\$66,586
	SUPPLIES	\$127,241	\$147,454	\$161,400	\$232,950
33	TOTAL EXPENSES	\$276,334	\$281,568	\$298,750	\$299,536
	TOTAL POLICE	\$2,536,522	\$2,631,626	\$2,785,139	\$2,846,885
	JOINT COMMUNICATIONS				
	<i>Total FTEs</i>	8.00	8.00	8.00	8.00
34	PERSONNEL SERVICES	\$478,809	\$482,735	\$515,321	\$526,915
	PURCHASE OF SERVICES	\$10,471	\$8,925	\$11,600	\$5,100
	UTILITIES	\$11,945	\$15,188	\$12,000	\$14,500
	SUPPLIES	\$4,457	\$2,886	\$5,500	\$12,000
35	TOTAL EXPENSES	\$26,873	\$26,999	\$29,100	\$31,600
	TOTAL JOINT COMMUNICATIONS	\$505,682	\$509,734	\$544,421	\$558,515
	EMERGENCY MANAGEMENT				
	<i>Total FTEs</i>	0.00	0.00	0.00	0.00
	PURCHASE OF SERVICES	\$15,384	\$13,853	\$16,000	\$14,000
		ACTUAL	ACTUAL	APPROVED	REQUESTED
		FY 2016	FY 2017	FY 2018	FY 2019
	SUPPLIES	\$7,238	\$9,088	\$7,000	\$2,000
36	TOTAL EXPENSES	\$22,622	\$22,941	\$23,000	\$16,000
	TOTAL EMERGENCY MANAGEMENT	\$22,622	\$22,941	\$23,000	\$16,000
	DOG OFFICER				
	<i>Total FTEs</i>	0.00	0.00	0.00	0.00
	PURCHASE OF SERVICES	\$21,652	\$21,977	\$21,653	\$24,000
	SUPPLIES	\$0	\$0	\$0	\$0
37	TOTAL EXPENSES	\$21,652	\$21,977	\$21,653	\$24,000
	TOTAL DOG OFFICER	\$21,652	\$21,977	\$21,653	\$24,000
	FIRE & ALS				
	<i>Total FTEs</i>	29.87	26.54	26.54	28.54
38	PERSONNEL SERVICES	\$2,251,212	\$2,345,969	\$2,524,413	\$2,725,820
	PURCHASE OF SERVICES	\$65,297	\$66,446	\$76,600	\$70,300
	SUPPLIES	\$167,578	\$191,304	\$177,200	\$198,550
39	TOTAL EXPENSES	\$232,875	\$257,750	\$253,800	\$268,850
	TOTAL FIRE	\$2,484,087	\$2,603,719	\$2,778,213	\$2,994,670
	BUILDING & ZONING				
	<i>Total FTEs</i>	4.63	4.63	4.63	4.63
40	PERSONNEL SERVICES	\$294,236	\$278,234	\$306,208	\$314,425
	PURCHASE OF SERVICES	\$10,067	\$40,538	\$16,000	\$16,000
	SUPPLIES	\$135	\$3,748	\$3,000	\$3,000
41	TOTAL EXPENSES	\$10,202	\$44,286	\$19,000	\$19,000
	TOTAL BUILDING & ZONING	\$304,438	\$322,520	\$325,208	\$333,425
	SCHOOLS				
	<i>Total FTEs</i>	393.50	405.45	417.65	424.44
42	TOTAL SCHOOLS	\$36,462,311	\$37,653,150	\$39,156,483	\$40,524,035

REGIONAL VOCATIONAL SCHOOLS					
	<i>Total FTEs</i>	0.00	0.00	0.00	0.00
43	TOTAL REGIONAL VOCATIONAL SCHOOLS	\$109,056	\$93,215	\$185,000	\$199,452
		ACTUAL FY 2016	ACTUAL FY 2017	APPROVED FY 2018	REQUESTED FY 2019
DPW					
	<i>Total FTEs</i>	30.41	33.24	33.24	34.82
44	PERSONNEL SERVICES	1,348,950	1,490,220	1,684,747	2,077,256
DPW ENGINEERING					
45	PERSONNEL SERVICES	\$0	\$0	\$0	\$391,193
	PURCHASE SERVICES	\$0	\$0	\$0	\$32,800
46	SUPPLIES	\$0	\$0	\$0	\$11,710
HIGHWAY					
47	PERSONNEL SERVICES	\$851,281	\$939,665	\$1,077,231	\$1,048,497
	PURCHASE SERVICES	\$229,184	\$226,555	\$429,000	\$459,000
48	SUPPLIES	\$72,823	\$72,760	\$95,500	\$157,800
PARK AND CEMETERY					
49	PERSONNEL SERVICES	\$497,669	\$550,555	\$607,516	\$637,566
	PURCHASE SERVICES	\$179,917	\$188,058	\$205,000	\$289,800
50	SUPPLIES	\$106,750	\$102,046	\$122,000	\$110,000
LANDFILL					
51	PURCHASE SERVICES	\$19,281	\$41,820	\$65,000	\$40,000
	TOTAL DPW	\$1,956,905	\$2,121,459	\$2,601,247	\$3,178,366
SNOW					
	<i>Total FTEs</i>	0.00	0.00	0.00	0.00
52	PERSONNEL SERVICES	\$96,602	\$176,405	\$125,000	\$125,000
	PURCHASE OF SERVICES	\$94,077	\$155,157	\$110,000	\$110,000
	SUPPLIES	\$230,640	\$429,843	\$215,000	\$215,000
53	TOTAL EXPENSES	\$324,717	\$585,000	\$325,000	\$325,000
	TOTAL SNOW	\$421,319	\$761,405	\$450,000	\$450,000
BOARD OF HEALTH					
	<i>Total FTEs</i>	9.29	9.29	9.29	9.29
54	PERSONNEL SERVICES	\$649,489	\$676,423	\$713,534	\$730,298
	PURCHASE OF SERVICES	\$145,055	\$137,785	\$168,336	\$169,055
	SUPPLIES	\$10,790	\$11,419	\$15,700	\$13,200
55	TOTAL EXPENSES	\$155,845	\$149,204	\$184,036	\$182,255
	TOTAL BOARD OF HEALTH	\$805,334	\$825,627	\$897,570	\$912,553
VETERANS SERVICES					
	<i>Total FTEs</i>	0.00	0.00	0.00	0.00
		ACTUAL FY 2016	ACTUAL FY 2017	APPROVED FY 2018	REQUESTED FY 2019
	PURCHASE OF SERVICES	\$39,419	\$34,683	\$44,000	\$44,000
	SUPPLIES	\$2,999	\$2,248	\$4,000	\$4,000
56	TOTAL EXPENSES	\$42,418	\$36,931	\$48,000	\$48,000
	TOTAL VETERANS SERVICES	\$42,418	\$36,931	\$48,000	\$48,000
COUNCIL ON AGING					
	<i>Total FTEs</i>	3.34	3.34	3.34	3.69

57	PERSONNEL SERVICES	\$200,989	\$204,743	\$211,337	\$234,225
	PURCHASE OF SERVICES	\$36,100	\$45,100	\$45,000	\$46,130
	SUPPLIES	\$9,675	\$7,903	\$12,500	\$13,150
58	TOTAL EXPENSES	\$45,775	\$53,003	\$57,500	\$59,280
	TOTAL COUNCIL ON AGING	\$246,764	\$257,746	\$268,837	\$293,505
	YOUTH SERVICES				
	<i>Total FTEs</i>	3.03	3.03	2.77	2.77
59	PERSONNEL SERVICES	\$217,977	\$221,077	\$225,565	\$214,360
	PURCHASE OF SERVICES	\$2,786	\$2,917	\$4,600	\$4,600
	SUPPLIES	\$1,115	\$857	\$1,625	\$1,625
60	TOTAL EXPENSES	\$3,901	\$3,774	\$6,225	\$6,225
	TOTAL YOUTH SERVICES	\$221,878	\$224,851	\$231,790	\$220,585
	LIBRARY				
	<i>Total FTEs</i>	13.74	13.69	13.69	13.69
61	PERSONNEL SERVICES	\$806,012	\$788,488	\$834,807	\$839,020
	PURCHASE OF SERVICES	\$52,863	\$45,107	\$60,139	\$46,300
	SUPPLIES	\$175,251	\$187,451	\$192,500	\$220,167
62	TOTAL EXPENSES	\$228,114	\$232,558	\$252,639	\$266,467
	TOTAL LIBRARY	\$1,034,126	\$1,021,046	\$1,087,446	\$1,105,487
	RECREATION				
	<i>Total FTEs</i>	2.54	3.54	3.54	3.54
63	PERSONNEL SERVICES	\$163,184	\$158,939	\$175,577	\$166,626
	PURCHASE OF SERVICES	\$0	\$0	\$0	\$44,839
	SUPPLIES	\$0	\$0	\$0	\$0
	TOTAL EXPENSES	\$0	\$0	\$0	\$44,839
64	TOTAL RECREATION	\$163,184	\$158,939	\$175,577	\$211,465
		ACTUAL	ACTUAL	APPROVED	REQUESTED
		FY 2016	FY 2017	FY 2018	FY 2019
	DEBT AND INTEREST				
	<i>Total FTEs</i>	0.00	0.00	0.00	0.00
65	TOTAL DEBT AND INTEREST	\$7,653,109	\$7,470,289	\$7,544,703	\$7,201,386
	RETIREMENT				
	<i>Total FTEs</i>	0.00	0.00	0.00	0.00
	PURCHASE OF SERVICES	\$3,971,988	\$4,235,414	\$4,362,369	\$4,648,984
66	TOTAL RETIREMENT	\$3,971,988	\$4,235,414	\$4,362,369	\$4,648,984
	UNCLASSIFIED				
	<i>Total FTEs</i>	0.00	0.00	0.00	0.00
	HEALTH & LIFE INSURANCE				
	Employee Health Insurance (441)	\$4,978,787	\$5,326,100	\$5,304,592	\$5,405,700
	Retiree Health Insurance (456)	\$1,389,134	\$1,511,945	\$1,616,588	\$1,801,900
	Health Insurance Incentive Waiver (64)	\$176,180	\$176,600	\$191,820	\$232,600
	Employee & Retiree Life Insurance (603)	\$13,984	\$16,000	\$18,600	\$18,000
	Other Expenses	\$29,393	\$41,500	\$66,200	\$65,200
67	TOTAL HEALTH/LIFE INSURANCE	\$6,587,478	\$7,072,145	\$7,197,800	\$7,523,400
68	OTHER INSURANCE PROPERTY, CASUALTY &	\$576,157	\$621,417	\$680,000	\$686,000

69	LIABILITY INSURANCE				
	MEDICARE TAX - 1.45%	\$595,336	\$624,343	\$590,000	\$664,451
70	UNEMPLOYMENT				
	COMPENSATION	\$61,326	\$28,407	\$50,000	\$50,000
71	NON CONTRIBUTORY				
	RETIREMENT	\$225	\$0	\$0	\$0
72	POLICE/FIRE DISABILITY	\$10,171	\$1,389	\$15,000	\$15,000
73	OCCUPATIONAL HEALTH	\$6,046	\$4,596	\$8,000	\$8,000
	TOTAL OTHER INSURANCE	\$1,249,261	\$1,280,152	\$1,343,000	\$1,423,451
74	SICK LEAVE BUYBACK	\$23,740	\$27,921	\$55,000	\$40,000
	RESERVE FOR				
75	SALARY SETTLEMENT	\$374,000	\$0	\$7,867	\$135,000
76	TOWN MEETING	\$105,853	\$63,642	\$100,000	\$115,000
77	STREET LIGHTING	\$121,421	\$130,450	\$130,000	\$95,000
78	RESERVE FUND BUDGET	\$300,000	\$0	\$250,000	\$250,000
79	SCHOOL BUS PARKING	\$0	\$0	\$0	\$50,000
	TOTAL UNCLASSIFIED	\$8,761,753	\$8,574,310	\$9,083,667	\$9,631,851
TOTAL GENERAL FUND BUDGET		\$71,565,554	\$73,718,946	\$77,090,084	\$79,894,945
		ACTUAL	ACTUAL	APPROVED	REQUESTED
		FY 2016	FY 2017	FY 2018	FY 2019
WATER FUND					
	<i>Total FTEs</i>	<i>8.00</i>	<i>8.00</i>	<i>8.00</i>	<i>9.00</i>
	SALARIES	\$675,805	\$778,470	\$719,600	\$762,296
	PURCHASE OF SERVICES	\$619,195	\$580,117	\$585,117	\$539,117
	UTILITIES	\$372,458	\$414,500	\$414,500	\$435,225
	SUPPLIES	\$564,291	\$570,000	\$570,000	\$591,800
	OTHER FINANCING USES	\$331,725	\$338,601	\$381,660	\$383,537
	DEBT SERVICE	\$1,064,627	\$1,105,664	\$1,331,350	\$1,307,263
80	TOTAL WATER DEPARTMENT	\$3,628,101	\$3,787,352	\$4,002,227	\$4,019,238
SEPTAGE FUND					
	<i>Total FTEs</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
	SALARIES – RETIREE				
	CHARGES	\$51,885	\$52,708	\$0	\$0
	PURCHASE OF SERVICES	\$0	\$0	\$0	\$0
81	TOTAL SEPTAGE DEPT	\$34,369	\$52,708	\$0	\$0
WASTEWATER MANAGEMENT DISTRICT COMMISSION					
	<i>Total FTEs</i>	<i>0.54</i>	<i>0.54</i>	<i>0.54</i>	<i>0.54</i>
	SALARIES	\$28,283	\$33,552	\$24,317	\$26,500
	PURCHASE OF SERVICES	\$78,650	\$134,155	\$116,623	\$171,626
	UTILITIES	\$44,221	\$48,563	\$46,916	\$39,972
	SUPPLIES	\$3,000	\$25,000	\$25,000	\$10,000
	OTHER FINANCING USES	\$24,288	\$24,669	\$28,831	\$94,965
	DEBT SERVICE	\$467,601	\$477,472	\$471,057	\$452,086
82	TOTAL WASTEWATER MANAGEMENT COMMISSION	\$646,044	\$743,411	\$712,744	\$795,149
	TOTAL ENTERPRISE FUNDS	\$4,308,514	\$4,583,471	\$4,714,971	\$4,814,387
	<i>Grand Total FTEs</i>	<i>560.59</i>	<i>575.27</i>	<i>587.33</i>	<i>600.30</i>
GRAND TOTAL OMNIBUS BUDGET		\$75,874,068	\$40,645,544	\$81,805,055	\$84,709,332

CAPITAL BUDGET -MOTION No. 2

Carol Martin moved that each and every numbered item set forth in the Finance Committee’s capital budget of Fiscal Year 2019 listed on Pages 50-59 of the Warrant for the 2018 Annual Town Meeting in the total amount of \$5,182,000 be appropriated for equipment and vehicle acquisitions and projects for the listed departments, each of which shall be a separate appropriation, and, of the total sum so appropriated,

\$600,000 shall be raised from taxation, \$1,126,720 shall be provided by transfer from the General Fund - Unreserved Fund Balance, \$190,000 shall be provided from water surplus, \$55,000 shall be provided from Ambulance receipts, and \$828,434 shall be provided by transfer from the following surplus capital closeouts:

- \$28.00 from FY 17 Heavy Equipment
- \$4,900 from FY 17 Swap Loader
- \$117,521 from Cochituate Apartments fire suppression
- \$42,156 from Claypit Doors/Windows ATM 2014
- \$25,414 from Middle School Windows ATM 2014
- \$219,000 from Wastewater
- \$218,174 from High School 2008
- \$125,981 from Happy Hollow 2008
- \$65,063 from Tank Cleaning 2008
- \$7,427 from FY 17 Happy Hollow Phone
- \$2,332 from FY 17 Happy Hollow Furniture
- \$438 from FY 17 Custodial Equipment

and, further, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow \$2,381,846 pursuant to the provisions of Massachusetts General Laws Chapter 44, Sections 7 and 8, or any other enabling legislation, for the purposes of funding network wiring improvements to the Middle School, replacing the kitchen at the Loker School, for the purchase and replacement of water meters, and for PLC upgrades within the Water Division, and for the purchase and replacement of new water mains for the Water Division, and to issue bonds or notes of the Town therefore, and further, that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with G.L. c.44, §20, thereby reducing by a like amount the amount authorized to be borrowed to pay such costs.

CAPITAL BUDGET – FISCAL 2019			
	<u>DPW</u>		
1	Town wide road reconstruction	CC	\$600,000
2	RT 20 South Laydown Area	FC	\$150,000
3	Concord Road Culvert	FC	\$150,000
4	Light Equipment Replacement–Gang Mower P57	FC / SBP	\$95,000
5	Light Trucks-P51	FC	\$95,000
6	Light Trucks-Dump H5	FC	\$95,000
7	Light Trucks-Dump P54	FC	\$95,000
	<u>CONSERVATION</u>		
8	Tractor	FC	\$46,000
	<u>FACILITIES</u>		
9	Town Building Windows and Door Design	SBP	\$65,000
10	Town Building Interior Renovations	FC / SBP	\$375,000

<u>INFORMATION TECHNOLOGY</u>			
11	MUNIS Revenue Module	FC / SC	\$230,000
<u>FIRE</u>			
12	Fire Vehicle	AMB	\$55,000
<u>SCHOOL</u>			
13	Middle School Phone System	FC	\$125,000
14	Middle School Network Wiring	B	\$386,000
15	High School Wastewater Plant	SBP	\$285,000
16	Loker School Kitchen Replacement	B / SBP	\$295,000
17	Custodial Equipment	FC	\$30,000
<u>DPW WATER ENTERPRISE FUND</u>			
18	Vehicles-Dump Truck-W4	WS	\$95,000
19	Vehicles-Utility Truck-W5	WS	\$95,000
20	Meter Replacement	B	\$520,000
21	PLC Upgrades	B / SBP	\$350,000
22	Water Mains	B	\$950,000
TOTAL BUDGET			<u>\$5,182,000</u>
<u>SUMMARY OF FUNDING SOURCES</u>			
	BORROW (NON-EXEMPT)	B	\$2,381,846
	CASH CAPITAL	CC	\$600,000
	FREE CASH	FC	\$1,126,720
	AMBULANCE FUND	AMB	\$55,000
	SURPLUS BOND PROCEEDS FROM CLOSE OUTS	SBP	\$818,237
	SURPLUS CAPITAL PROJECTS FROM CLOSE OUTS	SC	\$10,197
	WATER SURPLUS	WS	\$190,000
TOTAL FUNDING SOURCES			<u>\$5,182,000</u>

MOTION TO AMEND CAPITAL BUDGET:

Jonathan Adani moved and was duly seconded to amend the capital budget by deleting line item #2 (Rte. 20 laydown area) in the capital budget in the amount of \$150,000.

MOTION TO AMEND AMENDMENT:

Michael Lowery moved and was duly seconded that the Town vote to amend the amendment by removing the following language on page 51 of the warrant “except and /or a police firing range”

VOTED ON AMENDMENT TO THE AMENDMENT:

IN FAVOR: 229
 OPPOSED: 46 AMENDMENT PASSES

POINT OF ORDER:

Lawrence Krakauer asked how the language on page 51 of the warrant can be deleted since it is a description that is not in the original motion.

QUESTION:

Louis Jurist rose to state that it is unclear as to what we are actually voting for in the amended amendment.

The Moderator declared that he had erred and should not have allowed the amendment to the amendment, therefore the previous vote is disallowed and only the original Amendment is on the floor.

VOTED ON AMENDMENT:

IN FAVOR: 70
OPPOSED: 192 AMENDMENT FAILS

VOTED ON MOTION No. 2:

IN FAVOR: 197 MOTION PASSED BY 2/3 VOTE
OPPOSED: 62

ARTICLE 10: PERSONNEL BYLAWS AND WAGE AND CLASSIFICATION PLAN

Proposed by: Personnel Board

Estimated Cost: \$46,500

To determine whether the Town will vote to amend the Code of the Town of Wayland, Chapter 43, PERSONNEL and the Personnel Wage and Salary Classification Plan (Appendix B) previously adopted by the Town for non-union Town employees, and further, to determine whether the Town will vote to raise and appropriate, transfer from available funds, transfer from funds already appropriated for another purpose, or otherwise, the sum of \$46,500 for the purpose of funding said adjustments to wages and salaries for non-union Town employees for fiscal year 2019, and to authorize the Town Accountant to allocate said sums to and among the personnel and line items affected thereby in such amounts as are proper and required.

MOTION:

Miranda Jones moved that Article 10 be adopted under the Abbreviated Presentation Procedure.

VOTED:

IN FAVOR: 196 MOTION PASSED
OPPOSED: 28

Article 11: CPA: Set Asides and Transfers

Proposed by: Community Preservation Committee

Estimated Cost: \$686,346.20

To determine whether the Town will vote to set aside from the Community Preservation Fund's Uncommitted Fund for later spending:

\$96,620 for open space, but not including land for recreational use, \$96,620 for historic preservation, and \$96,620 for community housing pursuant to Massachusetts General Laws Chapter 44B, Section 6 for FY 2019;

\$25,000 for administrative expenses;

\$371,486.20 for annual debt service obligations for the purchase of the conservation restriction on Mainstone Farm, as previously approved by Town Meeting; and

further, whether the Town will vote to transfer funds in the amount of \$96,620 from the Community Housing Fund of the Community Preservation Fund to the Wayland Municipal Affordable Housing Trust Fund (WMAHTF).

MOTION:

Gretchen Schuler moved that Article 11 be adopted under the Abbreviated Presentation Procedure.

VOTED:

IN FAVOR: 193 MOTION PASSED
OPPOSED: 21

ARTICLE 12: COMPENSATION FOR TOWN CLERK

Proposed by: Board of Selectmen

Estimated Cost: \$78,812

To determine whether the town will vote to fix the salary for the Town Clerk, pursuant to Massachusetts General Laws Chapter 41, Section 108, to be effective July 1, 2018.

SALARY SCHEDULE – TOWN CLERK

	<u>FY 2018</u>	<u>FY 2019</u>
Town Clerk	\$ 74,500	\$ 78,812

MOTION:

Lea Anderson moved that Article 12 be adopted under the Abbreviated Presentation Procedure.

VOTED:

IN FAVOR: 173 MOTION PASSED
 OPPOSED: 41

ARTICLE 13: RESCIND AUTHORIZED BUT UNISSUED DEBT

Proposed by: Board of Selectmen

To determine whether the Town will vote to rescind the previously authorized but unissued debt in the amount of \$2,241,040 related to the following borrowing authorizations, at various town meetings that are deemed no longer necessary because the projects funded by the borrowings have been completed:

Construction of DPW facility	Authorized STM 11/20/13 Article 2
Energy Improvements	Authorized ATM 04/07/14 Article 6
Claypit School Remodel	Authorized ATM 04/07/14 Article 6
Town Building Repairs	Authorized ATM 04/07/14 Article 6
Small Swap Loader	Authorized ATM 04/07/16 Article 8
Cochituate Apartment Sprinklers	Authorized ATM 04/07/16 Article 8

MOTION:

Cherry Karlson moved that Article 13 be adopted under the Abbreviated Presentation Procedure.

VOTED:

IN FAVOR: 203 MOTION PASSED
 OPPOSED: 10

ARTICLE 14: TERMINATE THE NON- INSURANCE STABILIZATION FUND AND TRANSFER BALANCE TO GENERAL FUND STABILIZATION FUND

Proposed by: Board of Selectmen

To determine whether the Town will vote to transfer the entire balance of the Non-insurance Stabilization Fund to the General Fund Stabilization Fund and further that the town vote to terminate the Non-insurance Stabilization Fund pursuant to G.L. Chapter 40, Section 5B effective July 1, 2018.

MOTION:

Cherry Karlson moved that Article 14 be adopted under the Abbreviated Presentation Procedure.

VOTED:

IN FAVOR: 205 MOTION PASSED
 OPPOSED: 6

MOTION TO ADJOURN:

Cherry Karlson moved and was duly seconded to adjourn Town Meeting.

VOTED:

IN FAVOR: 168 MOTION PASSED
OPPOSED: 46

The meeting adjourned at 9:55PM until Tuesday, April 3, 2018 at 7:00PM

Attendance: 367

VOTES ENACTED:

TUESDAY, APRIL 3, 2018 AT THE WAYLAND HIGH SCHOOL FIELD HOUSE

DENNIS J. BERRY, MODERATOR:

Pursuant to the Warrant dated March 15, 2018, signed by Lea T. Anderson, Cherry C. Karlson, Mary M. Antes, Lewis M. Jurist and Douglas A. Levine, Selectmen, served and return of service given by William Pickett, Jr. Constable of the Town, the inhabitants of the Town of Wayland qualified to vote at Town Meeting met this day at Wayland High School Field House, and at 7:00 P.M. the Moderator called the Meeting to order, declared that a quorum was present, and the Meeting proceeded to transact the following business:

ARTICLE 15: CLOSE SEPTAGE ENTERPRISE FUND

Proposed by: Board of Selectmen

To determine if the Town will vote to transfer the entire balance of the Septage Enterprise Fund as of June 30, 2018 to the General Fund, and to terminate the Septage Enterprise Fund pursuant to Massachusetts General Law Chapter 44, Section 53F½, effective July 1, 2018.

MOTION:

Cherry Karlson moved that Article 15 be adopted under the Abbreviated Presentation Procedure.

VOTED:

IN FAVOR: 481 MOTION PASSED
OPPOSED: 15

ARTICLE 16: RESOLUTION TO CONTINUE ELECTRONIC VOTING THROUGH FY2022

Proposed by: Petitioners

Let it be resolved that Town Meeting endorses the use of an electronic voting service for all sessions of all town meetings through fiscal year 2022, subject to the Moderator's rules, and requests the Board of Selectmen and Finance Committee to include sufficient funding in the FY2020, FY2021, FY2022 Omnibus Budget articles presented at the 2019, 2020, and 2021 Annual Town Meetings.

MOTION:

Alan Reiss moved and was duly seconded that Article 16 be adopted under the Abbreviated Presentation Procedure.

VOTED:

IN FAVOR: 625 MOTION PASSED
OPPOSED: 24

ARTICLE 17: APPROPRIATE FUNDS TO CONSTRUCT A NEW LIBRARY BUILDING

Proposed by: Board of Library Trustees

Estimated Cost: \$28,940,710

MOTION:

Aida Gennis moved that the Town vote to:

1. appropriate, the sum \$28,940,710 for the design, engineering, construction, equipping, and furnishing of a new Wayland Free Public Library to be located at 195 Main Street, Wayland, MA 01778, and any and all incidental and related costs, including but not limited to, site evaluation, engineering and design services, and project management services for the design, bidding and construction, including but not limited to schematic and final design, construction documents, and bidding and construction oversight, building demolition and site preparation, paving, and landscaping as well as a lease or leases for alternative operational space, storage, furnishings, moving expenses and other professional and legal expenses and fees and related necessary costs for the duration of the project, and to authorize the Board of Selectmen and/or the Board of Library Trustees to expend these funds, without further appropriation, but with the approval of the Permanent Municipal Building Committee;
2. authorize use of the construction management at risk delivery method pursuant to the provisions of G.L. c.149A, §§1-13;
3. authorize the Treasurer with the approval of the Board of Selectmen, to borrow said sum pursuant to G.L. c. 44, §§7 or 8 or any other enabling authority, and issue bonds or notes of the Town therefor;
4. authorize any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, to be applied to the payment of costs approved hereunder in accordance with G.L. c.44, §20, thereby reducing by a like amount the amount authorized to be borrowed to pay such costs; and
5. authorize the Board of Selectmen and other appropriate officials to apply for federal, state, or private grants, enter into any agreements and execute all documents including contracts for a term

in excess of three years as may be necessary to effectuate the purposes of this Article, and to accept any gifts or grants provided to the Town for such purposes;

provided, however, that the appropriation made hereunder shall be expressly contingent upon approval by the voters of the Town of a ballot question to exclude from the limitations of Proposition 2 1/2, G.L. c. 59, §21C, the amounts required to pay for any such bonds or notes; and further that no funds appropriated hereunder shall be expended until the Town has been allotted a grant by the Massachusetts Board of Library Commissioners; or take any action related thereto.

MOTION TO EXTEND DEBATE:

Susan Weinstein moved and was duly seconded that the Town vote to extend debate for thirty minutes.

VOTED ON MOTION TO EXTEND DEBATE:

IN FAVOR: 514
OPPOSED: 561 MOTION FAILS

VOTED ON MAIN MOTION:

IN FAVOR: 760
OPPOSED: 479 MOTION DOES NOT PASS BY 2/3 VOTE

ARTICLE 18: APPROPRIATE FUNDS TO DESIGN RENOVATION OF THE EXISTING LIBRARY BUILDING AT 5 CONCORD ROAD FOR CONTINUED LIBRARY USE INSTEAD OF BUILDING A NEW LIBRARY

Proposed by: Petitioners

Estimated Cost: \$175,000

MOTION:

Judy Ling moved and was duly seconded that the Town vote to appropriate the sum of \$175,000 by transferring from General Fund Unreserved Fund Balance to be expended under the direction of PMBC, or a new committee appointed by the Board of Selectmen, for the purpose of preparing design, engineering, and related construction documents and other pertinent expenses for two options for renovating and expanding the Wayland Free Public Library at 5 Concord Road:

a) designs will encompass two options and prioritize needs of families with young children:

Option 1: renovate the existing library building by improving its compliance with current safety and access codes, investigating innovative space-utilization techniques including movable stacks; connecting the building wastewater discharge to the Wayland Wastewater Management Commission treatment plant; expanding parking and improving vehicular access to the site; and upgrading site drainage to accommodate the 100-year storm.

Option 2: includes all improvements in Option 1 and expands usable space on/over the vacated septic field and/or other sites on/near the property. Cost sensitive design will provide all elements in Option 1 and 2 at a price not to exceed \$9.5 million.

MOTION TO TERMINATE DEBATE:

Judy Bennett moved and was duly seconded that the Town vote to terminate debate.

VOTED:

IN FAVOR: 671 MOTION PASSED
OPPOSED: 83

VOTED ON MAIN MOTION: IN FAVOR: 262
 OPPOSED: 563 MOTION FAILS

MOTION TO DETERMINE METHOD OF VOTING:

Kimberly Reichelt moved and was duly seconded that the Town vote to change the method of voting from electronic to voice vote.

VOTED: IN FAVOR: 64
 OPPOSED: 470 MOTION FAILS

ARTICLE 19: ACCEPT GIFTS OF LAND AT TOWN CENTER

Proposed by: Board of Selectmen

MOTION:

Cherry Karlson moved that the Town vote to authorize the Board of Selectmen, with approval by Town Counsel as to form, to accept as a gift on behalf of the Town for general municipal purposes, on such terms and conditions as the Board of Selectmen deems appropriate, land including the fee or any lesser interest in all or any part of the parcels of land and the buildings and other structures, on and off Boston Post Road, identified as Lot 3-1, shown on a plan prepared by the Town Surveyor entitled "Plan of Land Wayland, Massachusetts Showing Proposed Municipal Parcels" dated July 21, 2015 and recorded with the Middlesex South Registry of Deeds as Plan 616 of 2015, and Parcel 14, shown on a plan prepared by Hancock Associates entitled "Plan of Land in Wayland, MA" dated January 20, 2012, recorded with the Middlesex South Registry of Deeds as Plan 305 (1 of 2) of 2012 on file with the Town Clerk, and further to authorize the Board of Selectmen to execute any and all documents as may be necessary or convenient in relation thereto.

MOTION TO AMEND:

Anette Lewis moved and was duly seconded to amend the motion by deleting the following language "Lot 3-1, shown on a plan prepared by the Town Surveyor entitled "Plan of Land Wayland, Massachusetts Showing Proposed Municipal Parcels" dated July 21, 2015 and recorded with the Middlesex South Registry of Deeds as Plan 616 of 2015, and".

VOTED ON AMENDMENT: IN FAVOR: 163
 OPPOSED: 378 AMENDMENT FAILS

VOTED ON MAIN MOTION: IN FAVOR: 404 MOTION PASSED
 OPPOSED: 120

ARTICLE 20: APPROPRIATE FUNDS FOR A COMMUNITY CENTER AT TOWN CENTER

Proposed by: Board of Selectmen

Estimated Cost: \$470,000

MOTION:

Mary Antes moved that the Town vote to:

a) appropriate the sum of \$470,000 by transferring said sum from the General Fund Unreserved Fund Balance to be expended under the direction of the Board of Selectmen for the purpose of preparing Design, Construction, and Bid Documents for a multi-use Community Center (Counsel on Aging / Community Center) to be built on the Municipal Parcel and adjacent parcels of land located on and off Boston Post Road and Andrew Avenue in Wayland, Massachusetts shown as Lot 4-1, Lot 8-1, Lot 9-1B, and Parcel R-20-1 on a plan prepared by the Town Surveyor entitled "Plan of Land Wayland,

Massachusetts Showing Proposed Municipal Parcels” dated July 21, 2015 and recorded at the Middlesex South Registry of Deeds as Plan 616 of 2015, a copy of which plan is on file in the Office of the Town Clerk;

b) and authorize the Town Administrator to take any action necessary to carry out this program;

c) provided, however, that no funds appropriated under this Article shall be expended until the Town of Wayland acquires control of the named parcels and achieves satisfactory environmental testing for PCBs as requested at the November 9, 2015 Special Town Meeting.

MOTION TO AMEND:

Anette Lewis moved and was duly seconded to amend the motion by deleting lot 8-1 from the description in paragraph (a).

<u>VOTED:</u>	IN FAVOR: 81	
	OPPOSED: 405	MOTION FAILS

MOTION TO TERMINATE DEBATE:

Jonathan Smith moved and was duly seconded that the Town vote to terminate debate.

<u>VOTED:</u>	IN FAVOR: 465	MOTION PASSED
	OPPOSED: 27	

<u>VOTED ON MAIN MOTION:</u>	IN FAVOR: 365	MOTION PASSED
	OPPOSED: 80	

ARTICLE 21: APPROPRIATE FUNDS FOR WAYLAND FIRE STATION NUMBER TWO RENOVATIONS

Proposed by: Board of Selectmen

Estimated Cost: \$1,800,000

MOTION:

Douglas Levine moved that the Town vote:

1) to appropriate the sum of \$1,800,000 for the design, engineering and construction of renovations and improvements to the Wayland Fire Station Number Two located at 145 Main Street, Wayland, MA 01778, including, but not limited to, funding necessary engineering or other professional and legal expenses and fees associated with this project, as well as equipment, installation, construction and all other costs incidental or related thereto;

2) and to meet this appropriation, authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow said sum pursuant to the provisions of G.L. c. 44, §§7 or 8, or any other enabling authority, and to issue bonds or notes of the Town therefor, said sum to be expended under the direction of the Board of Selectmen with the approval of the Permanent Municipal Building Committee;

3) and further, that, any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with G.L. c.44, §20, thereby reducing by a like amount the amount authorized to be borrowed to pay such costs.

Whereas, our municipal buildings are a significant contributor to municipal carbon-based energy costs. New construction and substantial renovation of municipal buildings are significant expenditures and create structures that will endure for decades.

Therefore, be it resolved that Wayland shall seek cost-effective design and construction of all new municipal building construction and substantial renovation projects to minimize carbon-based energy use through cost-effective energy efficient design, building system controls, and on-site renewable energy generation and energy storage.

VOTED: IN FAVOR: 271 MOTION PASSED
OPPOSED: 38

ARTICLE 23: APPROPRIATE FUNDS FOR WAYLAND TOWN BUILDING HVAC IMPROVEMENTS

Proposed by: Board of Selectmen

Estimated Cost: \$1,575,000

MOTION:

Douglas Levine moved that the Town vote to:

- 1) appropriate \$1,575,000 to be expended under the direction of the Board of Selectmen for the design, engineering, construction and installation of mechanical and electrical system improvements for the Wayland Town Building located at 41 Cochituate Road Wayland, MA 01778, including, but not limited to, funding necessary for the engineering or other professional and legal expenses and fees associated with this project, as well as equipment, installation, construction and all other costs incidental or related thereto;
- 2) authorize the Board of Selectmen and other appropriate Town officials to apply for and accept any federal, state or private gifts, grants or loans available for the project;
- 3) and to meet this appropriation, the Town Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum pursuant to the provisions of Massachusetts General Laws Chapter 44, Sections 7 and 8, or any other enabling legislation, and to issue bonds or notes of the Town therefor, to be expended under the direction of the Board of Selectmen with the approval of the Permanent Municipal Building Committee;
- 4) and further, that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with G.L. c.44, §20, thereby reducing by a like amount the amount authorized to be borrowed to pay such costs.

VOTED: IN FAVOR: 309 MOTION PASSED BY 2/3 VOTE
OPPOSED: 53

ARTICLE 24: ADVANCED WATER METER READING INFRASTRUCTURE

Proposed by: Board of Public Works

Estimated Cost: \$1,630,000

MOTION:

Thomas J. Abdella moved and was duly seconded that the Town vote to:

- a) appropriate the sum of \$1,300,000 to be expended by Board of Public Works to purchase and install advanced water meter reading equipment and software, including any and all other costs incidental or related thereto, to enable customer monitoring of water use; and
- b) to provide for said appropriation by transferring said sum from funds in the Water Enterprise Fund Certified Retained Earnings.

MOTION TO AMEND:

Margaret Patton moved and was duly seconded to amend the motion by adding the following language “and opt outs will be qualified for abatements and not be charged for manual readings”

POINT OF ORDER:

Michael Lowery moved that the amendment is outside the scope of the article.
The Moderator declared that the amendment is not within the scope of the article.

MOTION TO TERMINATE DEBATE:

Adam Hirsh moved to terminate debate on the motion.

VOTED ON MOTION TO TERMINATE DEBATE:

IN FAVOR:	390	MOTION PASSED
OPPOSED:	25	

VOTED ON MAIN MOTION:

IN FAVOR:	173	
OPPOSED:	260	MOTION FAILS

ARTICLE 25: HIGH SCHOOL STADIUM COMPLEX RENOVATION

Proposed by: School Committee

Estimated Cost: \$3,500,000

Jeanne Downs moved that the Town vote to:

- 1) appropriate the sum of \$3,500,000 to be expended under the direction of the School Committee for the design, engineering and construction of Part 1 of the Wayland High School Facility Strategic Master Plan (High School Athletic Preferred Improvement Plan – Stadium Complex Renovation), including any and all other costs incidental or related thereto;
- 2) provide for said appropriation by transferring \$175,000 from funds in the Recreation: Athletic Fields Revolving Fund;
- 3) authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow the sum of \$3,325,000 pursuant to the provisions of G.L. c. 44, §§7 or 8, or any other enabling authority, and issue bonds or notes of the Town therefor; and
- 4) authorize any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved hereunder in accordance with G.L. c.44, §20, thereby reducing by a like amount the amount authorized to be borrowed to pay such costs.

MOTION TO PASS OVER:

Jeanne Downs moved to pass over article 25.

VOTED:

IN FAVOR:	440	MOTION PASSED
OPPOSED:	25	

**ARTICLE 26: HIGH SCHOOL TENNIS COURTS / SOFTBALL FIELD
RECONSTRUCTION**

Proposed by: School Committee

Estimated Cost: \$1,960,000

To determine whether the Town will vote to:

- 1) appropriate the sum of \$1,610,000 to be expended by the School Committee for the design, engineering and construction of Part 2 of the High School Athletic Preferred Improvement Plan (tennis courts/grass softball field swap and reconstruction, outdoor basketball and volleyball courts, and related parking);
- 2) and to meet this appropriation, authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow the said sum pursuant to the provisions of G.L. c. 44, §§7 or 8, or any other enabling authority, and to issue bonds or notes of the Town therefor;
- 3) and further, that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved hereunder in accordance with G.L. c.44, §20, thereby reducing by a like amount the amount authorized to be borrowed to pay such costs.

MOTION TO PASS OVER:

Jeanne Downs moved to pass over article 26.

VOTED:

IN FAVOR: 439 MOTION PASSED
OPPOSED: 17

**ARTICLE 27: CPA: UNCOMMITTED – PARTIAL CONSTRUCTION OF WAYLAND
HIGH SCHOOL ATHLETIC FACILITIES**

Proposed by: Community Preservation Committee

Estimated Cost: \$350,000

To determine whether the Town will vote to:

- 1) appropriate the sum of \$350,000 to be expended by the Wayland School Committee for the design, engineering and construction of Part 2 of the High School Athletic Preferred Improvement Plan (tennis courts/grass softball field swap and reconstruction, outdoor basketball and volleyball courts, and related parking) for the creation, rehabilitation and restoration of land for recreational use; and
- 2) provide for said appropriation by transferring said sum from the Community Preservation Fund's Uncommitted Fund for Recreational use.

MOTION TO PASS OVER:

Gretchen Schuler moved to pass over article 27.

VOTED:

IN FAVOR: 438 MOTION PASSED
OPPOSED: 11

**ARTICLE 28: CONSTRUCTION OF SYNTHETIC TURF ATHLETIC FIELD AT
LOKER CONSERVATION & RECREATION AREA**

Proposed by: Recreation Commission

Estimated Cost: \$2,000,000

To determine whether the Town will vote to:

- 1) appropriate the sum \$2,000,000 to be expended under the direction of the Wayland Recreation Commission for the permitting, design, engineering, and construction of a multi-purpose synthetic turf athletic playing field at the Loker Conservation & Recreation Area including playing surfaces, lighting, drainage, landscaping, access and parking and any and all other costs incidental or related thereto;
- 2) and to meet this appropriation, authorize the Treasurer with the approval of the Board of Selectmen, to borrow said sum pursuant to G.L. c. 44, §§7 or 8 or any other enabling authority, and issue bonds or notes of the Town therefor; and
- 3) authorize any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, to be applied to the payment of costs approved hereunder in accordance with G.L. c.44, §20, thereby reducing by a like amount the amount authorized to be borrowed to pay such costs.

MOTION TO PASS OVER:

Heidi Seaborg moved to pass over article 28.

VOTED:

IN FAVOR: 438 MOTION PASSED
OPPOSED: 46

**ARTICLE 29: AN ACT RELATIVE TO THE PREVAILING WAGE FOR AFFORDABLE
HOUSING IN THE TOWN OF WAYLAND**

Proposed by: Municipal Affordable Housing Trust Fund Board

MOTION:

Mary Antes moved that the Town vote to authorize the Board of Selectmen to petition the General Court for special legislation seeking the Town's exemption from complying with sections 26 through 27H of Chapter 149 of the General Laws for affordable housing-related projects estimated to cost \$30,000 or less, in substantially the following form:

AN ACT RELATIVE TO THE PREVAILING WAGE FOR
AFFORDABLE HOUSING IN THE TOWN OF WAYLAND

Section 1. Notwithstanding any general or special law to the contrary, the Town of Wayland, shall be exempt from complying with Sections 26 through 27H of Chapter 149 of the General Laws for affordable housing-related projects estimated to cost \$30,000 or less.

Section 2. This act shall take effect upon its passage.

VOTED:

IN FAVOR: 270 MOTION PASSED
OPPOSED: 49

ARTICLE 30: LIMIT THE SIZE OF OXBOW MEADOWS ATHLETIC FIELD*Proposed by: Petitioners*

To determine if the Town will vote to limit the size of the proposed athletic field at Oxbow Meadows to fit within the existing footprint of the meadow. (A rendering showing the estimated size is available in Appendix I.)

MOTION TO PASS OVER ARTICLE

Lea Anderson moved to pass over article 30.

VOTED:

IN FAVOR:	311	MOTION PASSED
OPPOSED:	32	

ARTICLE 31: CONSTRUCT ACCESS ROAD TO OXBOW MEADOWS ATHLETIC FIELD

Proposed by: Petitioners

Estimated Cost: \$20,000

To determine if the Town will vote to construct an access road to the proposed athletic field at Oxbow Meadows so as not to encumber the private driveway servicing the affordable housing at 89 Trout Brook.

MOTION TO PASS OVER ARTICLE:

Lea Anderson moved to pass over article 31.

VOTED:

IN FAVOR: 288 MOTION PASSED
OPPOSED: 19

ARTICLE 32: LIMITED SITE PLAN REVIEW – ZONING AMENDMENT

Proposed by: Planning Board

To see whether the Town will vote to amend Chapter 198 of the code of the Town of Wayland, the Town's Zoning Bylaw, by making the following revisions:

I. SECTION ONE

Strike Section 603.3 and replace it with the following:

603.3

Notwithstanding Section 601.2, supra, any proposed nonprofit educational, agricultural, religious, or child care uses of land protected under G.L. c. 40A, §3 ("Section 3 Uses") shall be subject to site plan review under Article 6, which shall be consistent with those statutory provisions. The purpose of this Section is to ensure that all such uses and facilities are reasonably regulated in regards to bulk and height of structures and determining yard sizes, lot area, setbacks, open space, parking and building coverage.

603.3.1

In reviewing the site plan submittal for a Section 3 Use, the following issues shall be considered:

- (a) the bulk and height of any proposed structures and accessory structures, adequacy of open spaces, the building coverage on the site, yard sizes (setbacks) and lot areas.
- (b) the physical layout of the structures, driveways, parking areas, utilities and other infrastructure; and
- (c) the adequacy of the and arrangement of parking and loading areas in relation to the proposed use of the site.

603.3.2

Site plan review of a Section 3 Use shall be by the Planning Board ("Board"). Subject to the limitations of G.L. c. 40A, §3, the Board shall impose any such conditions, limitations, and safeguards as it deems appropriate to protect the interests of, and consistent with, the planning objectives for the underlying zoning district.

II. SECTION TWO

In Section 802, Table of Permitted Uses, amend footnote “1” to replace the existing text to read as follows: “Site plan review shall be limited as set forth under Section 198-603.3 of this Zoning Bylaw.”

III. SECTION THREE

In Section 606.3, first sentence, replace the term “Building Inspector” with “Planning Board.”

IV. SECTION FOUR

In Section 802, Table of Permitted Uses, row 16, under the column “Site Plan Review,” change the designation from “NR” to “R¹.”

PLANNING BOARD REPORT

The following zoning and general articles were submitted for the 2018 Annual Spring Town Meeting. Pursuant to Massachusetts General Laws Chapter 40A, Section 5, the Planning Board held a public hearing to discuss the proposed amendments to the Town’s Zoning By-Laws on February 6, 2018 and closed the public hearing the same night. The Planning Board also met on February 27, 2018 and voted the final language as printed in the Warrant.

ARTICLE 32: Zoning Limited Site Plan Review – Zoning Amendment

This zoning amendment fills a regulatory gap in the Town’s existing Zoning Bylaw by requiring educational, agricultural, religious, and day care land use development projects to undergo a site plan review process managed by the Planning Board, which members are Wayland residents who are elected rather than appointed. The Planning Board will have the authority to impose reasonable conditions and restrictions to protect the planning goals and objectives embodied by the Zoning Bylaw. Without this amendment, such uses could be expanded, without appropriate scrutiny or oversight, to include ancillary or incidental components that may create undesirable impacts on the Town or the immediate residential neighborhood, such as illuminated athletic fields and musical entertainment facilities, commercial or retail buildings, or large parking lots. The Planning Board shall be required to render a decision on any such matters within 60 days subsequent to the time a complete application has been submitted to it. The current Bylaw leaves the review of these facilities to the appointed Building Commissioner, without a public hearing or an enforceable zoning decision.

A similar article was approved by Town Meeting in April 2017; however due to a procedural issue, it was reviewed by the Office of the Attorney General. The Attorney General’s office overturned the decision of Town Meeting, due to the procedural issue. In addition, the Office of the Attorney General raised concern that certain aspects of the review process might be beyond the authority of the Town’s regulatory authority, as they apply to such land uses. The Planning Board has removed those objectionable items from this Article. In addition, this Article has been reviewed and approved by Town Counsel.

The Planning Board recommends approval. (4-0-0)

MOTION:

Daniel Hill moved that the Town vote to amend Chapter 198 of the code of the Town of Wayland, the Town’s Zoning Bylaw, by adopting revisions to the Site Plan Review Bylaw as set forth in Article 32 on Pages 107-108 of the Warrant for the 2018 Annual Town Meeting and page 1 of the errata.

VOTED:

IN FAVOR: 238 MOTION PASSED BY 2/3 VOTE
OPPOSED: 40

ARTICLE 33: OFF STREET PARKING – ZONING AMENDMENT

Proposed by: Planning Board

To see whether the Town will vote to amend Chapter 198 of the code of the Town of Wayland, the Town's Zoning Bylaw, by making the following revisions:

I. SECTION ONE

Add a new Section 506.1.11 as follows:

The Site Plan Approval Granting Authority (SPAGA) may, through a site plan review decision under Article 6 of the Zoning Bylaw, permit any or all of the off-street parking spaces required under this Section 506.1 to be: (a) identified on a site plan and reserved to be encumbered permanently from any inconsistent uses but not constructed until the actual need or demand for such spaces is determined by the SPAGA, and/or (b) provided on a different parcel of land than the underlying principle use, provided that the SPAGA finds that the location of the parking spaces is sufficiently proximate to the underlying principle use so as to be safe and convenient to the general public. In making a decision under this Section 506.1.11, the SPAGA shall consider the following factors: the need to minimize congestion on public and private ways, the need to provide sufficient parking to satisfy parking demands, and the interest in minimizing impervious surfaces and providing appropriate natural buffer areas and open space.

Planning Board Report

This zoning amendment provides flexibility in the creation of parking spaces serving commercial and other large-scale development projects in Wayland. Wayland's default requirement of one parking space per 140 square feet for general retail and commercial establishments is more onerous than most of our peer communities, resulting in the creation of larger parking lots than what is really necessary. For the new CVS pharmacy project at 150 Main Street in Cochituate Village, the Planning Board required the Applicant to not construct the parking spaces shown on the site plan along Main and West Plain Streets, and instead install a vegetated landscaping buffer. The Board "banked" these parking spaces for future construction, if demand necessitated them. The Building Inspector questioned the Board's authority to land bank parking spaces.

This Bylaw Amendment codifies the sensible approach of reserving area on a project site for parking until the demand for the spaces is justified based on actual traffic conditions. This approach preserves open spaces, trees and natural vegetation, minimizes the creation of unnecessary impervious surfaces, and affords opportunities to screen commercial development from neighboring residential areas.

Any decision by the Planning Board with regard to this article would be incorporated as part of the recorded deed for the Property.

The Planning Board recommends approval. (3-0-0)

MOTION:

Daniel Hill moved that the Town vote to amend Chapter 198 of the Code of the Town of Wayland, the Town's Zoning Bylaw, by adding a new Section 506.1.11 relative to Off-Street Parking, as printed in Article 33 on Page 109 of the Warrant for the 2018 Annual Town Meeting.

VOTED:

IN FAVOR: 223 MOTION PASSED BY 2/3 VOTE
OPPOSED: 46

**ARTICLE 34: CPA: HISTORIC PRESERVATION OF LIBRARY WINDOWS AND
DEPOT EXTERIOR; DUDLEY WOODS ARCHEOLOGICAL
MONITORING**

Proposed by: Community Preservation Committee

Estimated Cost: \$138,000

MOTION NO. 1

Elissa Scola moved that the Town vote to appropriate the sum of \$30,000 to be expended by the Library Director with approval of the Library Trustees to preserve and restore the rotunda windows of the Wayland Free Public Library, a town-owned building, at 5 Concord Road, for historic preservation purposes and provide for said appropriation by transferring \$30,000 from funds set aside in the Community Preservation Fund's Historic Preservation Fund.

VOTED: IN FAVOR: 253 MOTION PASSED
OPPOSED: 7

MOTION NO. 2

Elisa Scola moved that the Town vote to appropriate the sum of \$90,000 to be expended by the Public Buildings Director with the approval of the Historical Commission to preserve the exterior of the Wayland Depot, including restoration of the train order signal and improve the electrical service of this town-owned building at 1 Cochituate Road, for historic preservation purposes, provided that the Historic District Commission approves the placement of a new electrical service pole, and provide for said appropriation by transferring \$90,000 from funds set aside in the Community Preservation Fund's Historic Preservation Fund.

VOTED: IN FAVOR: 240 MOTION PASSED
OPPOSED: 16

MOTION NO. 3

Elisa Scola moved that the Town appropriate the sum of \$18,000 to be expended by the Recreation Director with the approval of the Recreation Commission for archaeological monitoring during construction of the Dudley Woods Trail for historic preservation purposes and provide for said appropriation by transferring the sum of \$18,000 from funds set aside in the Community Preservation Fund's Historic Preservation Fund.

VOTED: IN FAVOR: 226 MOTION PASSED
OPPOSED: 27

**ARTICLE 35: CPA: UNCOMMITTED – RECREATION PROJECTS – CANOE AND
KAYAK LAUNCHES; AQUEDUCT PEDESTRIAN CROSSINGS**

Proposed by: Community Preservation Committee

Estimated Cost: \$173,000

MOTION NO. 1

Heidi Seaborg moved that the Town vote to appropriate the sum of \$75,000 to be expended by the Conservation Agent under the direction of the Wayland Conservation Commission to construct a canoe and kayak launch with walkway and steps at 246 Stonebridge Road for recreational purposes and provide for said appropriation by transferring \$75,000 from funds set aside in the Community Preservation Fund's Uncommitted Fund for Recreational use.

MOTION TO TERMINATE DEBATE:

Clifford Lewis moved to terminate debate on Motion No. 1.

VOTED: IN FAVOR: 219 MOTION PASSED

OPPOSED: 29

VOTED ON MOTION NO. 1:

IN FAVOR: 160 MOTION PASSED
OPPOSED: 86

MOTION NO. 2

Heidi Seaborg moved that the Town appropriate the sum of \$98,000 to be expended by the Director of Public Works under the direction of the Board of Public Works to construct three pedestrian crossings along the Weston Aqueduct in Wayland for recreational purposes and provide for said appropriation by transferring \$98,000 from the Community Preservation Fund's Uncommitted Fund for Recreational use.

VOTED ON MOTION NO. 2:

IN FAVOR: 166 MOTION PASSED
OPPOSED: 56

MOTION TO AMEND MOTION NO. 1:

Duane Galbi moved to amend motion No. 1 to make approval contingent on the planning board approving 4 parking spaces at 246 Stoneridge Rd.

The Moderator ruled that Motion No. 1 was not gaveled and could still be amended.

Point of order:

Linda Segal asked if this amendment is within the scope of the article.

The Moderator ruled that the amendment is not within the scope of the motion. The motion to amend was not allowed.

**ARTICLE 36: ACCEPT CHAPTER 41, SECTION 110A OF THE MASSACHUSETTS
GENERAL LAW - SATURDAY TREATED AS A HOLIDAY**

Proposed by: Town Clerk

MOTION:

Beth R. Klein moved that the Town vote to accept Chapter 41, Section 110A of the Massachusetts General Laws, to allow the Office of the Town Clerk to remain closed on any or all Saturdays and to treat Saturday as a legal holiday such that where the last day for performance of any act in any such office falls on a Saturday when said office is closed, the act may be performed on the next succeeding business day unless otherwise specified by statute.

MOTION TO TERMINATE DEBATE:

Motion to terminate debate on the article.

VOTED ON MOTION TO TERMINATE DEBATE:

IN FAVOR: 199 MOTION PASSED
OPPOSED: 7

VOTED ON MAIN MOTION:

IN FAVOR: 136 MOTION PASSED
OPPOSED: 71

**ARTICLE 37: PROPERTY TAX CREDIT FOR CHARITABLE CONTRIBUTIONS TO
THE WAYLAND SCHOOL DISTRICT**

Proposed by: Petitioners

MOTION:

Duane Galbi moved that the Town authorize the Board of Selectmen to petition the General Court for special legislation pursuant to Article 89 of the amendments to the Massachusetts Constitution in substantially the form as printed in Article 37 on Pages 115-116 of the Warrant for the 2018 Annual Town Meeting, provided that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approves amendments to the bill before enactment by the General Court, and that the Board of Selectmen is hereby authorized to approve amendments which shall be within the scope of the general public objectives of the petition.

MOTION TO PASS OVER ARTICLE:

Duane Galbi moved to pass over article 37.

<u>VOTED:</u>	IN FAVOR: 194 OPPOSED: 6	MOTION TO PASS OVER PASSED
----------------------	-----------------------------	----------------------------

ARTICLE 38: HEAR REPORTS

Proposed by: Board of Selectmen

To determine whether the Town will vote to receive and act upon reports of Town officers, agents, trustees, commissioners, boards and committees.

- Board of Assessors
- Community Preservation Committee
- Planning Board

MOTION:

Louis Jurist moved that Article 38 be adopted under the Abbreviated Presentation Procedure.

<u>VOTED:</u>	IN FAVOR: 186 OPPOSED: 3	MOTION PASSED
----------------------	-----------------------------	---------------

ARTICLE 39: CHOOSE TOWN OFFICERS

Proposed by: Board of Selectmen

To determine whether the Town will vote to choose Town officers, agents, trustees, councils, commissioners, boards, and committees not elected by official ballot

- | | |
|----------------------------|---|
| Trustees of the Allen Fund | Michael B. Patterson
Lynn S. Dowd |
| Fence Viewers | The Selectmen |
| Field Drivers | The Constables |
| Measurers of Wood and Bark | Paul Doerr
Lewis S. Russell, Jr.
John R. Sullivan |
| Surveyors of Lumber | Susan W. Pope
Jean B. Pratt
Richard Hoyt |

MOTION:

Louis Jurist moved that Article 39 be adopted under the Abbreviated Presentation Procedure.

VOTED:

IN FAVOR: 165

OPPOSED: 15

MOTION PASSED

THE MEETING ADJOURNED THURSDAY, APRIL 5, 2018 AT 9:45 P.M. SINE DIE.

ATTENDANCE: 360

Respectfully submitted,

*Beth R. Klein, CMC
Town Clerk*

INDEX TO REPORTS

Animal Inspector	70
Annual Town Election Results, March 27, 2018	118
Annual Town Meeting Minutes, April 2, 2018	120
Appointed Town Officials	6
Assessors, Board of	19
Audit Committee	21
Auxiliary Police	92
Balance Sheet	32
Board of Assessors	19
Board of Selectmen	1
Board of Health	63
Board of Public Works	74
Budget, Total Town Budget for FY17	30
Building Department	73
Capital Project Activity Report	34
Collector	21
Commissioners of Trust Funds	22
Community Fund	97
Community Health Nursing	66
Community Preservation Committee	49
Conservation Commission	48
Council on Aging	94
Cultural Council	104
Department of Public Works	75
Dog Control Officer	93
Elected Town Officials	5
Election Results – Annual Town Election, March 27, 2018	118
Energy and Climate Committee	59
Federal and State Officials Representing Wayland	5
Finance Committee	28
Finance Director/Town Accountant	30
Fire Department	86
General Fund Revenue Report	33
General Information	4
Health, Board of	63
Highway Division	75
Historical Commission	16
Historic District Commission	17
Housing Authority	97
Human Relations Service, Inc.	71
Information Technology	14
Inspection/Building Department	73
Library, Board of Library Trustees	44

Maturing Debt and Interest	32
Minutes Annual Town Meeting, April 2, 2018	120
Minutes Special Town Meeting, November 14, 2017	107
Municipal Affordable Housing Trust Fund Board	100
Park Division	76
Permanent Municipal Building Committee	58
Personnel Board	15
Planning Board	52
Police Department	92
Public Ceremonies Committee	17
Public Health Nursing Services	69
Public Works, Board of	74
Public Works, Department of	75
Recreation Commission	80
School Committee	42
Selectmen, Board of	1
Senior Tax Relief Committee	96
Special Town Meeting Minutes, November 14, 2017	107
Sudbury Assabet and Concord River Stewardship Council	50
Surface Water Quality Committee	78
Town Clerk	13
Town Annual Election Results, March 27, 2018	118
Town Meeting Minutes Annual Town Meeting April 2, 2018	120
Town Meeting Minutes Special Town Meeting November 14, 2017	107
Transfer Station	77
Treasurer/Collector	21
Trust Funds	22
Veterans' Agent	101
Veterans' Graves Officer	102
Vital Records	13
Wastewater Management District Commission	84
Water Division	76
WayCAM (Wayland Community Access and Media Inc.)	105
Wayland Community Fund	97
Wayland Real Asset Planning (WRAP) Committee	59
Youth Advisory Committee	102
Zoning Board of Appeals	57



Town of Wayland
41 Cochituate Road
Wayland, MA 01778