

TOWN OF WAYLAND



ANNUAL REPORT

TWO HUNDRED AND
FORTY-THIRD YEAR

JULY 1, 2022 THROUGH JUNE 30,
2023

2023



ANNUAL REPORTS FOR THE TOWN OF WAYLAND

FOR ITS TWO HUNDRED AND
FORTY-SECOND MUNICIPAL YEAR
JULY 1, 2022 TO JUNE 30, 2023

TABLE OF CONTENTS

Select Board.....	2
General Information.....	4
Federal and State Officials Representing Wayland..	5
Elected Town Officials.....	6
Appointed Town Officials.....	7

GENERAL GOVERNMENT

Town Clerk.....	14
Information Technology.....	16
Town Meeting Electronic Voting Implementation Subcommittee.....	16
Personnel Board.....	19
Historical Commission.....	19
Historic District Commission.....	23
Public Ceremonies Committee.....	24

FINANCE

Board of Assessors.....	28
Audit Committee.....	31
Treasurer/Collector.....	32
Town of Wayland Trust Funds.....	35
Commissioners of Trust Funds Finance Committee	36
Finance Director/Town Accountant.....	40

EDUCATION AND LIBRARY

School Committee	50
Board of Library Trustees.....	51

PLANNING AND NATURAL RESOURCES

Conservation Commission & Conservation Department.....	58
Community Preservation Committee.....	60
Planning Board.....	61

Economic Development Committee.....	63
Design Review Board.....	65
Zoning Board of Appeals.....	66
Permanent Municipal Buildings Committee.....	68
Energy and Climate Committee.....	69
Route 20 South Landfill Vision Committee.....	72

PUBLIC SERVICES

Board of Health.....	72
Inspection/Building Department.....	84
Board of Public Works.....	86
Department of Public Works.....	88
Surface Water Quality Committee.....	91
Recreation Commission.....	96
Wastewater Management District Commission..	97

PUBLIC SAFETY

Fire Department.....	99
Police Department.....	102
Local Emergency Preparedness Committee.....	105
Animal Control Officer.....	106
Dog Control Appeals Board.....	108

COMMUNITY SERVICES

Council on Aging.....	108
Senior Tax Relief Committee.....	111
Housing Authority.....	112
Housing Partnership.....	114
Municipal Affordable Housing Trust Fund Board..	115
Veterans' Graves Officer.....	117
Youth Advisory Committee.....	118
Cultural Council.....	120
Human Rights, Diversity, Equity, and Inclusion Committee.....	122

SELECT BOARD

The role of the Select Board (“Board”) is to serve as the chief policy-making board of the Town of Wayland. The Board, by and through the Town Manager, is responsible for operations of several departments and activities, including, without limitation, building and facilities management; collective bargaining; disposition of real property; finances; and attending to legal matters. Appointed committees advise the Board on various matters such as conservation; diversity, equity, and inclusion; emergency planning; energy and climate; housing; senior programs; wastewater treatment; and youth services.

Board Goals

The Board established the following goals for Fiscal Year 2023:

- Hire a permanent Town Manager;
- Establish effective governance with the Select Board/Town Manager Act;
- Facilitate the creation of affordable housing per the Housing Production Plan;
- Complete construction of the Council on Aging/Community Center (“COA/CC”);
- Develop long-range operating and capital financing plan;
- Advance Wayland’s work to be equitable and inclusive;
- Create effective communication with citizenry;
- Take on climate change; and
- Facilitate the revitalization of Route 20.

Town Manager

The Board, with the assistance of GovHR USA, conducted a nationwide search for the Town’s inaugural Town Manager. After a thorough vetting process, the Board interviewed three finalists recommended by the seven-member Screening Committee. Following these interviews, the Board unanimously selected Michael McCall, who began his tenure as Wayland’s first Town Manager in February 2023.

The Board thanks the members of the Screening Committee for their assistance in this process, as well as Stephen Crane for serving as Acting Town Manager through October 2022 and Assistant Town Manager John Bugbee for stepping into the role of Acting Town Manager from November 2022 until Mr. McCall began his tenure.

Housing

The Board continued its work to achieve the goals of the Housing Production Plan and provide more affordable housing. The Board heard from two developers seeking to develop different types of residential housing developments. The Planning Office for Urban Affairs (“POUA”) made the Board aware of its interest in constructing senior housing at 124 Cochituate Road, all of which would be affordable housing. Mill Creek Residential also informed the Board of its desire to develop a 172-unit residential complex at 279 Board Post Road and requested the Board to enter into an agreement via the state’s Local Initiative Program. The Board considered the proposals of the applicants, the constructive feedback provided by residents, and the informed recommendations made by Town staff. POUA and Mill Creek Residential submitted applications to the Zoning Board of Appeals, which acted upon these applications after June 30, 2023.

Subcommittees

In response to a vote at the 2022 Annual Town Meeting, the Select Board was tasked with further studying the process across the Commonwealth for appointing members to a finance committee and provide a report to town meeting. The Board formed the Finance Committee Appoint Study Group Subcommittee to accomplish this task.

The federal American Rescue Plan Act of 2021 (“ARPA”) resulted in Wayland receiving \$4.1 million in federal funds that may only be expended for particular purposes. The Board formed the ARPA Subcommittee to provide recommendations to the Board on how best to utilize the ARPA funds.

Appointments

In addition to appointing and reappointing members to the various appointed boards and committees in the Town, the Board also needed to fill vacancies on elected boards and committees. In accordance with state law, the Board held joint meetings with the Board of Public Works, Planning Board, and School Committee to interview candidates and fill vacancies.

The Board also voted to create a new seat on the Energy & Climate Committee that is designated for a student residing in Wayland, as well as reinstate the Route 20 South Landfill Visioning Committee.

Public Forums

The Board held three public forums. The first concerned changes made to traffic patterns on Glezen Lane in response to a settlement entered between the Town and a resident on Glezen Lane. The Board then held two separate forums on the residential housing development proposals submitted by POUA and Mill Creek Residential. The Board appreciates the robust attendance and respectful discussion that ensued at these forums.

Other Actions Taken by the Board

The Board took several other actions over the course of the year. The Board continued its pursuit of legislation at the state level to allow for remote participation at town meetings. The Board also discussed and considered a potential permanent connection to the Massachusetts Water Resources Authority considering the persistent issues faced in light of the presence in the water system of per- and polyfluoroalkyl substances (commonly known as “PFAS”). The Board also performed its tasks to ensure a smooth Annual Town Meeting (which took place on May 1, 2023), including conducting a petitioners’ workshop, preparing the Warrant, and holding the Warrant hearing.

In furtherance of its goal to communicate with constituents more effectively, the Town, through the Town Manager, retained a public relations firm to improve how the Town provides information to residents. The Board also voted to approve disbursements from the Town Center Gift Funds to enable the Town to conduct an equity audit/assessment, purchase a stage for cultural enrichment events on Town property, provide reimbursement for expenses incurred for the 2022 Wayland Music Festival, and, if necessary, provide additional funding for construction of the COA/CC. The Board also voted to accept Chapter 269 of the Acts of 2022, which allows for a one-time cost of living adjustment for select retirees under state law. The Board accepted a gift from the Eliza Norton Foundation for purposes of constructing improvements to the Cochituate Ball Park.

Board Composition

In May 2023, Anne Brensley and William Whitney were elected to join the Board. The Board met shortly after the close of the 2023 Annual Town Meeting and elected William Whitney and Carol Martin to serve as Chair and Vice Chair, respectively.

Conclusion

The Board appreciates and thanks 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.

GENERAL INFORMATION

Form of Government	Open Town Meeting		
Town Website	www.wayland.ma.us		
Population	14,431		
Number of Households	6,291		
Polling Locations	Wayland Town Building (Precincts 1 and 4) Wayland Middle School (Precincts 2 and 3)		
Polling Hours	7:00 A.M. – 8:00 P.M.		
Current Tax Rate	\$16.65		
School Enrollment	Claypit Hill Elementary.....522 Happy Hollow Elementary.....390 Loker Elementary.....378 Wayland Middle School.....601 Wayland High School.....827 TOTAL ENROLLMENT.....2718		
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

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

Rebecca L. Rausch - D

24 Beacon Street, Room 218

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

<u>ELECTED TOWN OFFICIAL</u>	<u>NAME</u>	<u>TERM EXPIRES</u>
MODERATOR	Dennis J. Berry	2023
SELECTMEN	Cherry C. Karlson	2023
	Thomas J. Fay	2025
	David V. Watkins	2023
	Adam Garrett Gutbezahl	2024
	Carol B. Martin	2024
SCHOOL COMMITTEE	Jeanne Downs	2023
	Kim Reichelt	2024
	Chris Ryan	2022
	Jessica Polizzotti	2024
ASSESSORS	Zachariah Ventress	2024
	Molly Upton	2024
	Philip Parks	2026
	Massimo Taurisano	2023
	Sharon Burke	2024
	Steven Klitgord	2025
PLANNING BOARD	Daniel Hill	2024
	Albert I. Montague, Jr.	2028
	Prashant Shukla (associate)(resigned)	2024
	Jennifer Steel	2025
	Larry Kiernan	2026
	Anette Lewis	2027
BOARD OF HEALTH	Robert DeFrancesco	2024
	Robert Eyre	2026
	Jonathan Storer	2026
	John G. Schuler	2024
	Genevieve Anand	2025

TRUST FUND COMMISSIONERS	Barry Rothschild	2024
	Adam Gutbezahl	2025
	Jerry Reid	2026
LIBRARY TRUSTEES	Aida A. Gennis	2026
	Leah B. Hart	2026
	Judy Lion Dion	2024
	George W. Treese	2024
	Elaine Donnelly	2025
	Elisa Scola	2025
BOARD OF PUBLIC WORKS	Clifford Lewis	2024
	Tsung Ting Chang	2025
	Sherre M. Greenbaum	2024
	Michael B. Wegerbauer	2025
	George Uveges	2026
RECREATION COMMISSION	Thruston Wright, III	2025
	Asa B. Foster	2025
	Kelly S. Pierce	2024
	David B. Pearlman	2024
	Mark A. Norton	2026
HOUSING AUTHORITY	Russ Ashton (Governor appointee)	2024
	Marie Florence Isenburg	2023
	Susan Weinstein	2025
	Kevin S. Goodwin	2024
	John Thomas	2028

APPOINTED TOWN OFFICIALS

Trustee of the Allen Fund	Select Board	
Audit Committee	Michael German	2026
	Yutian Zhang	2026
	Klaus Shigley	2026
	Samantha Shullo	2025
	Randi Stern	2024

Cable Advisory Committee	Cherry Karlson (alternate)	Term continues until work is complete
	Jake Mohnkern	Term continues until work is complete
	Dave Watkins	Term continues until work is complete
	Carl Rosenblatt	Term continues until work is complete
Community Preservation Committee	Maureen Cavanaugh	2026
	Ira Montague	2025
	Kelly Pierce	2026
	Susan Weinstein	2025
	Doug Stotz	2025
	Katherine Gardner-Westcott	2025
Conservation Commission	Sean Fair	2024
	Barbara Howell	2024
	Joanne Barnett	2023
	John Sullivan	2023
	Thomas Davidson	2025
	Luke Legere	2026
	Jennifer Pearlman	2025
Constables	William Picket	2025
	Louis Gaglini	2025
Council on Aging	Elizabeth Soule (non-voting member)	2024
	William Sterling	2025
	Mary Antes	2024
	Carol Glick	2026
	Frank Kennedy	2025
	Elizabeth Patterson	2024
	Ellen Scult	2026
Cultural Council	Denise Yurkofsky	2025
	Rachel Sideman-Kurtz	2025
	Jane Purser	2023
	Ashley Fuller	2026
	Kathryn Heppner Trogolo	2023

	Sean Ahern	2025
	Andrea Blesso (resigned)	2023
	Lynne Lipcon	2026
	Katy Allen	2024
	Nora Rothschild	2024
Design Review Advisory Board	William Sterling	2024
	Andrew Reck	2024
	Leisha Johnson	2024
	Marjorie Ford	2024
	Katherine Schreiber	2024
Dog Control Appeals Board	Jeffrey Baron	2026
	Susan Wagner	2022
	Susan Koffman	2024
	Matt Brandi (associate)	2022
Dog Control Officer/Animal Inspector (nominated by the State)		Jennifer Condon
Economic Development Committee	Rebecca Stanizzi	2025
	Bradford Young	2024
	Jesse Lopez	2026
	Emily Kumler Kaplan	2024
	Dan Crossman	2024
	Nick Zafiropoulos	2025
Energy and Climate Committee	Anne Harris	2025
	Ellen Tohn	2026
	William Huss	2025
	Harvey Michaels	2024
	Tom Sciacca	2026
	John Harper (non-voting)	2026
	Michael Staiti (non-voting)	non voting
	Mike Kanarek (non-voting)	non voting
	Paul Dale	2026
	Tara Sawrikar (non-voting)	2025
Fence Viewers	Select Board	

Field Drivers	Constables	
Measurers of Wood and Bark	Paul Doerr	
	Gay Slep	
	John Sullivan	
Finance Committee	Steven Correia	2023
	Michael Hoyle	2025
	Kelly Lappin	2024
	Pamela Roman	2025
	Abner Bruno (resigned)	2024
	John Barnett	2023
	Brian O'Herlihy	2023
Sanitarian, Health Agent	Darren MacCaughey	2023
Inspector of Milk	Julia Junghanns	2023
Food Inspector	Beth Grossman	2023
Historical Commission	Katherine Gardner-Westcott	2025
	Tonya Largy	2024
	Ann Gordon	2025
	Bradford Carver	2024
	R. Richard Conard	2024
	Amanda Ciaccio	2026
	Sherry Ann Bryant	2025
Historic District Commission	Margery Baston	2025
	Alice Boelter	2023
	Marjorie Ford	2024
	Desmond McAuley	2024
	Seema Mysore	2025
	Gretchen Schuler	2023
Housing Authority	Mary Antes	2025
	Russell Ashton	2023
	Kevin Goodwin	2024
	Susan Weinstein	2025
	Marie Florence Isenburg	2023
	John Thomas	2028

Housing Partnership	Katherine Vanderpool Provost	2024
	Rachel Bratt	2026
	Joanne Barnett	2023
	Christine DiBona	2023
	Mary Antes	2026
	Kathleen Boundy	2023
	Jeff Johnson	2024
	Candace Hetzner	2025
Human Rights, Diversity, Equity, and Inclusion Committee		2026
	Karen Blumenfeld	
	Heather Pineault	2024
	Jessica Schendel	2024
	Yamini Ranjan	2026
	Yauwu Tang	2023
	Kylie Byrne (non-voting)	2025
	Janot Mendler de Suarez (non-voting)	2024
	Mei-Ling Ellerman	2025
	Carlin Gruber	2025
	Kanmani Sekhar	2025
	Mary Ann Borkowski	2026
Eunjee Kang	2025	
Local Emergency Planning Committee		2024
	Neil McPherson	
	Julia Junghanns	2024
	Tom Holder	2024
	Brian Boggia	2024
	Huaibin Lu	2023
	Neil McPherson (Information Coordinator)	2025
	Mary Antes	2024
Municipal Affordable Housing Trust Fund Board		2025
	Mary Antes	
	Jacqueline Espiritusanto-Vega	2023
	Brian O'Herlihy (resigned)	2023
	Mike Staiti	2025
	Susan Weinstein	2024
Laura Kaplan	2024	

Permanent Municipal Building Committee	Patrick Rowe	2024
	Andrew Steneri	2024
	Michael Gitten	2026
	Brian Chase	2025
	Eric Sheffels	2024
	Mark Foreman	2024
	Jeanne Downs	Duration of COA/Community Building Project
	Tonya Largy	Duration of Stone's Bridge Project
	Elisa Scola	Duration of Stone's Bridge Project
	Angela Young	Duration of Loker Roof Project
Personnel Board	Mary Ellen Castagno	2026
	Maryanne Peabody	2027
	Deborah Sue Cohen	2024
	Miranda Jones (resigned)	2024
	Paul Morenberg	2025
	Jill Zukerman	2025
Public Ceremonies Committee	George Bernard	2025
	Donna Bouchard	2025
	Rodrick McLean	2024
	Cynthia Miller	2026
	Catherine Radmer	2024
Board of Registrars	Virginia Gardner	2023
	Trudy Reid	2025
	Kristopher Aleksov	2025
	Eric Simms (alternate)	2024
River Stewardship Council	Tom Sciacca	2024
Route 20 South Landfill Advisory Committee	Brad Young	2025
	David Pearlman	2025
	Ira Montague	2025
	William Whitney	2025

	Thomas Fay	2025
	Clifford Lewis	2025
Senior Tax Relief Committee	Joan Bradford	2026
	Susan Rufo	2024
	Anne Gilbert	2025
	Markey Burke	2026
	Pauline DiCesare	2024
	Joel Rosenhaus	2026
Surface Water Quality Committee	Norm Marowitz	2026
	Thomas Largy	2024
	Jack Carr	2024
	Thomas Klem	2026
	Carole Plumb	2025
Surveyors of Lumber	Richard Hoyt	2023
	Judy Currier	2023
	Richard Turner	2023
Veterans Grave Officer	Doug Levine	Permanent
Wastewater Management Commission		2026
	Michael Gitten	
	Darrin Bock	2024
Youth Advisory Committee	Lisa Raftery	2026
	Rabbi Louis Polisson	2024
	Det. Tyler Castagno	2024
	Pam Cerne	2026
	Brenda Ross	2024
Zoning Board of Appeals	Aida Gennis	2026
	Kevin FitzPatrick	2023
	Shaunt Sarian (associate)	2026
	Joshua Wernig	2024
	Thomas White	2024
	Adam Hirsh	2025
	Doug Levine	2024

GENERAL GOVERNMENT

Town Clerk

Town Clerk

Department Head: Town Clerk, Trudy L. Reid

Assistant Town Clerk: Theresa (Terry) Mansfield

Department Assistant (Part-Time): Celina D'Amico

Purpose and Duties:

The Town Clerk's Office is responsible for: all elections – state and local, certification of town meeting and election votes, conducting voter registration sessions, updating the voter list, certifying petitions and nomination papers, registering and recording birth, marriage and death records, recording marriage intentions, preparing monthly reports to Vital Statistics in Boston, and performing genealogical research when requested. The Town Clerk's Office also conducts the annual town census, prepares the annual street listing; certifies the residency of veterans' who qualify for state bonuses, receives board and committee meeting postings, administers and records oaths of office to town officials; administers the State's Conflict of Interest and State Ethics annually, maintains campaign finance reports annually; submits zoning by-law and general by-law changes to the Attorney General after each town meeting, when appropriate, and coordinates the Jury List to the Secretary of State. As required by MA General Law, the Town Clerk serves as the Clerk on the Board of Registrars.

Summary of Activities and Accomplishments:

In the Fall of 2022, there were two State Elections, and both elections ran smoothly even though the Office experienced the resignation of Anna Ludwig, Town Clerk for three years, as well as the resignation of the Assistant Town Clerk Kevin McLaughlin. At the beginning of September, several Town Hall Staff and election workers stepped up to make the September State Primary a success. I would like to acknowledge Retired Newton City Clerk David Olsen, former Assistant Town Clerk and former Management Analyst Joseph Pessimato, and Election Warden Susan Koffman for their efforts. In mid-September, I was hired as your Town Clerk, and Rich Eliseo was hired as the Assistant Town Clerk – and we closed out the September Election and had to prepare for the November State Election which also ran smoothly. Again, thanks to all involved for their help.

For the Annual Town Election, I implemented several changes on Election Day with a new set up at both polling locations and the use of electronic poll pads for voter check-in. These changes helped to ease the check-in process for residents and staff. With the departure of Rich Eliseo in April 2023, Theresa (Terry) Mansfield was hired in June as the new Assistant Town Clerk. Terry has already been extremely helpful in getting the vital records properly indexed, and organizing the files of the office for ease of use and consistency. She came with prior experience in other Town Clerk Offices and her experience has allowed her to hit the ground running. In July, Celina D'Amico joined the team as the department assistant on a part-time basis, and she is also part-time in the Recreation Department. The Town Clerk's Office and the Recreation Department will work together on using Celina to accommodate both departments' busy seasons. Additional voting machines and electronic poll pads were purchased to allow extra voting tabulator to process the many vote-by-mail and early-vote-in-person ballots to be processed on Election Day at the polling location without tying up the check in lines for the voters who vote on Election Day.

In early January, we selected a vendor to implement a new software system for public records requests. This new system will provide a better process for residents to submit their requests online, as well as allowing the Town Hall staff to respond more efficiently to the many public requests we receive monthly. Implementation is expected early October

As part of an increased focus on ensuring election integrity, in January I was asked by State Elections to involve Wayland as the first town in the state to participate in a new elections program. A Critical Infrastructure Information program was hosted by a member of the Cybersecurity and Infrastructure Security Agency (CISA – part of the Department of Homeland Security), a member of the Commonwealth Fusion Center, and members of the Information Technology Division of the Secretary of the Commonwealth. A key part of the program consisted of a walkthrough of the Town Clerk's Office, the

polling location located at the Town Building, and the vault. We also ran through a series of questions and answers related to Elections management and processing. Then in May I was asked by the Information Technology Division to present my experience at one of their weekly Election Security Partnership webinars hosted for MA City and Town Clerks.

Your Town Clerk and Assistant Town Clerk both belong to the MA Town Clerk’s Association, the Middlesex Town & City Clerk Association, and the North Shore City and Town Clerk Association. These memberships allow us to provide Wayland with the best professional services by attending conferences and educational programs to stay abreast of the ever-changing responsibilities of the Town Clerk’s Office, especially around elections. The Town Clerk and the Assistant Town Clerk are Notary Publics, as well as Justices of the Peace.

Registered voters as of June 30, 2023 – 10,427

Democrats – 2,918 Libertarians – 24 Republicans – 804 Unenrolled – 6,644 All Others - 37

Statistics for FY23

Elections/Town Meeting

- State Primary, September 2022 – voter turnout = 2,512
- State General Election – November 2022 – voter turnout = 6,864
- Annual Town Election – April 2023 – voter turnout = 2,475
- Annual Town Meeting – May 2023 – attendance = 182

- Number of Registered Dogs – 1,791
- Number of Births - 112
- Number of Marriages - 12
- Number of Deaths - 171
- Number of Business Certificates - 113
- Number of Underground Flammable Storage - 13

Goals for FY24:

2024 will be a busy year with 3 State Elections (including Presidential) and the Annual Town Election. With several elections, and now multiple ways to cast a ballot, as Town Clerk I will work to educate the registered voters on their options including in-person early voting, vote by mail, and voting on Election Day at the polling locations. I will also ensure every person that works as an Election Official will be properly trained. The Town Clerk’s Office will work to increase the number of election workers to ensure smooth, efficient elections, as well as backup election workers in the event of illness or other conflicts. As we continue to move through FY24, we will also continue to organize the office, vault, and town records to support residents and Town Hall Staff.

Respectfully Submitted,
Trudy L, Reid, CMMC
Town Clerk

Information Technology

The Information Technology Department (IT) provides centralized information technology services to town government and school department users. It 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. The Information Technology Department maintains and supports current software and hardware as well as procures and implements new software and hardware solutions.

The IT department's mission is to provide town employees with the operational and decision support tools needed to effectively and efficiently transact day to day business as well as predict and plan for future needs. We strive to provide residents, taxpayers, volunteer board members and other stakeholders with easy access to timely, relevant and accurate information. Our aim is to provide systems that allow the public to transact business with the Town with the minimum possible burden while also protecting the town's information assets from loss and disclosure to un-authorized parties.

Town Meeting Electronic Voting Implementation Subcommittee

Chair: Dave Bernstein

Committee Members:

- Alan Reiss
- Don Schuler
- Jon Sieber
- Larry Krakauer
- Lynne Dunbrack
- Trudy Reid (Wayland Town Clerk)

Ex-Officio: Miranda Jones (Wayland Moderator)

Committee's Purpose and Duties:

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

- Oversee the implementation and deployment of electronic voting at Annual and Special Town Meetings
- When appropriate, support Wayland's selection of an electronic voting service provider
 - prepare 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
 - identify potential bidders and solicit proposals
 - analyze the technical component of submitted proposals, and identify the best proposal

Summary of Activities and Accomplishments

2022-08-18: presented Remote Participation to the Groton Electronic Voting Committee

2022-09-01: public ELVIS meeting

- Reviewed, evolved, and approved the FY22 ELVIS Annual Report
- Reviewed progress towards “Remote Participation in Open Town Meetings”

2022-09-02: presented Remote Participation to Assistant Attorney General Ann Landry

2022-11-29: presented Remote Participation to Rep. Denise Garlick (Needham)

2022-11-30: presented Remote Participation to the Westford Town Meeting Access Committee

2023-01-09: presented Remote Participation to Sen. James Eldridge (Middlesex & Worcester)

2023-01-12: presented Remote Participation to the Sharon Town Meeting Improvement Committee

2023-01-26: public ELVIS meeting

- Reviewed ELVIS responsibilities during the 2023 Annual Town Meeting
- Reviewed progress towards “Remote Participation in Open Town Meetings”

2023-05-01: Annual Town Meeting held on May 1 at 7 PM in the High School Field House

- 28 Articles
- 182 check-ins
- Electronic Voting Problems: 0
- Lessons Learned
 - Advertising “Doors open at 4:45 PM” was too early; check-in staff didn’t arrive until~ 5:30 pm
 - Reduce the distance between Moderator and Town Clerk so both can see the monitor that displays results
 - Position the Electronic the Electronic Voting System Operator for easy communication with the Town Clerk during an audit

2023-06-07 Survey on the Wayland Community Forum (Facebook) of reasons why Waylanders did not attend the May 1 Annual Town Meeting:

Response	Count	%
Inconvenient time	103	47.2%
Don’t want to leave home on a school night	70	32.1%
Couldn’t get child care	64	29.4%
Schedule conflict	60	27.5%
Not interested in the Articles being decided	44	20.2%
Generally not interested in Town Meeting	29	13.3%
Concerned about Covid-19	23	10.6%
Watching the Celtics Game	19	8.7%
Understanding Town Meeting is challenging	17	7.8%
Uncomfortable seating	16	7.3%
Can’t drive at night	13	6.0%

Total Respondents	218	
Comment	Count	%
Prefer Remote Participation	17	14.9%
Tired, injured, or ill	15	13.2%
Town Meeting is inefficient	10	8.8%
Dislike Wayland politics	6	5.3%
Unaware of meeting	6	5.3%
Forgot	5	4.4%
Total Comments	114	

Goals for FY24:

- Advise the Moderator on the accurate and effective use of Electronic Voting at Wayland Town Meetings:
- Oversee the implementation and deployment of electronic voting at Annual and Special Town Meetings
- Support Wayland's effort to make Remote Participation at Open Town Meetings legal

Respectfully Submitted,

Dave Bernstein, Chair

Electronic Voting Implementation Subcommittee

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 (up until the passage of the Town Manager Act); reviewing the operation of the Wage and Salary Classification Plan and recommending appropriate changes to Town Meeting.

Deborah Cohen continued to serve as Chair from July 2022 through December 31, 2022. Maryanne Peabody served as Chair beginning January 1, 2023. Jill Zukerman was appointed as a new member in July 2022. Also serving on the Board were Mary Ellen Castagno, and Miranda Jones. Upon being elected Town Moderator in the Annual Town Election, Miranda Jones resigned from the Personnel Board on May 15, 2023. On June 26, 2023, the Select Board nominated Paul Morenberg to the Personnel Board.

This year the Board continued working on a wide range of topics.

- Re-classifications of several existing positions with updated job descriptions including the positions of: Town Clerk; Town Planner; Assistant Town Manager; Finance Director (as a result of the reorganization of the Finance Department); Assistant Town Administrator; Treasurer/Collector; Assistant Town Clerk; Town Clerk Department Assistant; Library Director; Children's Librarian; DPW Transfer Station Foreman; DPW Project Manager; DPW Transfer Station Heavy Equipment Operator; DPW Transfer Station/ Mechanic Welder; Wastewater Management District Commission Account Specialist; Outreach Co-Ordinator - Council on Aging; Department Assistant, Council on Aging; Public Health Department Assistant; Public Health Senior Clerk; Human Resources Assistant – Office of Town Manager; Administrative Sergeant, Police Department; Detective Sergeant, Police Department; Recreation Program Assistant, Recreation Department and Secretary – Fire Department.
- Setting wage classifications of new positions and approving job descriptions for new positions including Sustainability Co-Ordinator, School Nurse Leader/Community Health Nurse, Zoom Meeting Co-Ordinator, and the consolidation of several positions in the Library into updated Reference Librarian positions.
- Held Step 2 Union Grievance Hearings presented to the Town by the unions.
- Request to Review and Re-write Personnel Bylaw Chapter 43 in support of the Personnel Board's work for the Town of Wayland
- Approved salary offers of new employees hired above Step 3 on their pay scale.
- The Board provided guidance on salary offers for roles that are difficult to recruit.
- Reviewed and assured that updated personnel policies had been posted.

Historical Commission

Identifying, evaluating, and protecting Wayland's historical, cultural, and archaeological resources is the focus of the seven-member Wayland Historical Commission (WHC). During FY2023, the WHC collaborated with the Planning Board, the Wayland Police, Wayland High School, the Boy Scouts, the Wayland Historical Society, Wayland Town staff and the Town of Sudbury to fulfill our duties. Below is a summary of our year's work.

Archaeology

- Acquired a second room adjacent to the Archaeology Lab in the Town Building, to serve as an office. New locking file cabinets enabled members to better organize the Commission's reference and historical files, and a new flat file acquired with a grant became home to larger maps and other oversized documents.
- Welcomed and directed a Wayland resident – Margaret Hill -- participating in Wayland's Senior Property Tax Work-Off program to review, catalog, organize, and maintain records, documents, and reference materials. She continues to volunteer time beyond her scheduled hours, and her help has been invaluable.
- With the help of several committed volunteers who support our work – Mary Antes, David DeMello, Kathy McGrath -- we made significant progress in the Archaeology Lab meticulously moving hundreds of artifacts into new, high-quality archival storage containers, and re-labeling and cataloging them in our new database.
- Held a well-attended open house, with refreshments, at the Archaeology Lab for Town Building staff to help them become more familiar with our mission and work.
- Worked with the Wayland Police Dept. and Officer Lynnet Sloan, along with other community members, to create a new police badge design that features a Native American figure, and created a related display at the Library.
- Received a Wayland Cultural Council grant to create a short educational video on archaeology, and began the planning and creative process.
- Met with planners of the new Community Center to discuss indoor display space – and committed to placing exhibits there -- and a proposal for outdoor historic markers along the river trail nearby.
- Facilitated and followed the plan to dig test pits at the Community Center site by the Public Archaeology Lab.
- Worked with Sudbury Historical Commission members to return some artifacts to the Town of Sudbury.

Rail Trail and Railroad Depot

- Worked with Town staff and consultants to closely monitor the multi-year planning, approval and implementation process to accurately restore the Train Order Signal at the Wayland Depot, using historic preservation funds allocated through the Community Preservation Act.
- Monitored proposed design of an extension to the Rail Trail and communicated concerns about protecting artifacts to MassDOT and DCR.
- Provided relevant cultural information to environmental consultants working with Eversource to replace transmission lines and infrastructure along the Rail Trail.
- To help preserve existing railroad artifacts and make them more visible to users of the Rail Trail, organized a brush clearing event at the railroad historic site west of the Wayland Depot with the assistance of volunteers from the Community, the Wayland Boy Scouts, and the DPW.
- Pursued the idea of creating a vinyl wrap with historical imagery for the signal cabinet at the Plain Road crossing of the Rail Trail. Secured permission from the MBTA and DCR.

Cemeteries

- Monitored and supported the work of consultants we hired, using historic preservation funds allocated through the Community Preservation Act, to assess the condition of gravestones in the Town's three cemeteries.
- Received a comprehensive report of recommendations for gravestone preservation, applied for and received Community Preservation Act funds to pay for the extensive work recommended, and issued a Request for Proposals for the preservation work.

Community Preservation

- Working over many months with the property owner/developer; Gretchen Schuler from the Wayland Historic District Commission; an outside consultant; and the Town's legal counsel, finalized a comprehensive Preservation Restriction for 105 Plain Road, an historic home built in 1890 by Dr. Frank Draper and his wife Frances (Fanny) V. [Jones] Draper. Dr. Draper was a prominent surgeon who also served for three years in the 35th Regiment of the Infantry in the Civil War. The Preservation Restriction assures that architecturally important details of the home's street-facing exterior will not be altered. The WHC will monitor adherence to the Preservation Restriction.
- Reviewed work the Town proposed to do on Snake Brook Dam, and its possible impact on the historic gatehouse, built in 1878, and on any archaeologically sensitive areas nearby.
- Monitored and discussed the status of work proposed on Stone's Bridge by attending or viewing meetings of the Permanent Municipal Building Committee (PMBC).
- Reviewed proposals from the Library for Community Preservation funding, and wrote letters of support for projects including digitizing the Town Crier and preserving and digitizing the Library's first record book.
- Reviewed proposal and wrote letter of support for the Wayland Historical Society's application for a grant from the Massachusetts Preservation Projects Fund to fund architectural floor plans and elevations of the Grout Heard House Museum, as well as a study of the building's structural integrity.
- Needing a new plaque vendor, we researched options for the production of custom-made wooden plaques to mark historic homes (at owner's request and expense). New, composite materials are replacing wood, and we carefully evaluated the merits of new materials and new vendors.

Public Education

- Collaborated with the Wayland Historical Society on an extensive physical and online exhibit called "Women of Wayland," showcasing the life stories of dozens of women who once called Wayland home, from Naval officer and oceanographer Mary Sears to Pamela Washek, founder and director of Neighbor Brigade.
- Staffed a table of information and artifacts for a spring educational program in Sudbury, and loaned artifacts for both Wayland's and Sudbury's third grade education program.
- Voted to support a proposal presented by historian Jane Sciacca to bring the "Stopping Stones" initiative to Wayland, which memorializes individuals who were enslaved locally.

Met with Wayland High School staff to discuss the presentation of the Wayland Historical Commission Local History prize, given in spring 2023 to Senior Matthew Frank.

Submitted by the Wayland Historical Commission: Katherine Gardner-Westcott (chair), Sherry Anne Bryant, Brad Carver, Amanda Ciaccio, Richard Conard, Ann Gordon, and Tonya Largy



Preserving Important Artifacts: A group of WHC Members and volunteers meets weekly in the Archaeology Lab to re-package, re-label, and catalog hundreds of artifacts and organize records and documents. Front, left to right: Kathy McGrath, Tonya Largy, Amanda Ciaccio. Back, left to right: David DeMello, Rick Conard, Margaret Hill, Mary Antes.

Protecting Historic Sites: WHC member Rick Conard, left, oversees a volunteer brush clearing effort at the historic railroad site west of the Wayland Depot. Thanks to the Wayland Boy Scouts, the DPW, and other community members for helping.



Respecting Wayland's Past: Jefferson Loker's gravestone in Lakeview Cemetery will be included in a restoration program overseen by the WHC. Loker, a descendent of Wayland's Loker, Dudley and Rice families, was one of 13 children and the grandson of Isaac Damon, a soldier and trainer of a Revolutionary Cavalry. A well-to-do farmer, later in life he lived with his son, a shoemaker. He died in 1900 at the age of 93.



Historical District Commission

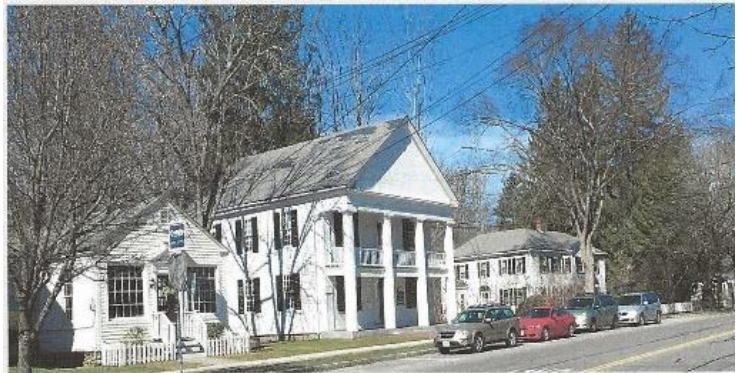
The Wayland Historic District Commission (WHDC) has seven-members appointed by the Select Board. There are two non-contiguous districts – Wayland Center and Bow Road – that are under the jurisdiction of the WHDC for exterior alterations made to buildings and structures visible from a public way. During FY'23 the WHDC met six times to respond to applications for changes to properties in the districts. Meetings were held via Zoom except the last two that were in-person.

Applications were for repairs to windows, doors, and final reconstruction of a barn. The WHDC also approved a revision to the solar panel section of the Design Review Guidelines. The solar guideline and the temporary sign guideline (approved last year) were added to the Guidelines that are available on the HDC webpage on the town website at:

<https://www.wayland.ma.us/historic-district-commission> .

These Guidelines help to inform property owners in designing changes as well as commission members in reviewing applications.

Commission Membership: Gretchen Schuler, Chair; Margery Baston, Alice Boelter, Desmond McAuley, Seema Mysore, Kathie Steinberg.



Public Ceremonies Committee

The Public Ceremonies Committee (PCC) oversees public ceremonies, including Wayland's observance of Memorial Day, Veterans Day, National Vietnam War Veterans Day, and National Purple Heart Appreciation Day. It administers the C. Peter R. Gossels Good Government award, the Lydia Maria Child award, Freedom Prize funds, and the engraving of names on the Veterans Memorial monument and the Gossels Good Government commemorative plaque.

The 2022-2023 Committee included Chair Richard P. Turner and Members George Bernard, Rodrick McLean, Donna Bouchard, and Cynthia Miller.

2022 VETERANS DAY

On the eleventh hour of the eleventh day of the eleventh month, the PCC hosted the Veterans Day Ceremony at the Veterans Memorial.

PCC Chair Richard Turner, U.S. Navy (RET.) and Purple Heart recipient, opened the event. Everyone rose as Wayland native Victoria Gitten sang the National Anthem. Scout Troup 1 presented the colors to honor the nation, then led the Pledge of Allegiance.

Joseph Carrol CDR USN gave the Invocation, praying for all Veterans. Select Board member David Watkins remarked on his uncle's heroic service during WWII and the painful memories of combat.

Natick resident and Army Veteran Sharon Deehan was the keynote speaker. Deehan was a nurse during the Vietnam War, stationed in Saigon. Deehan described the hardship of taking care of wounded soldiers and remembering those who died. She recalled a soldier who was supposed to not make it due to his injuries but survived. Decades later she located and met with him. Deehan stated that unless you have been through combat or seen its results, it is hard to discuss. Only fellow service members who shared in these terrible ordeals can really understand.

Wayland's Freedom Prize is awarded to WHS seniors who enters the US military or attends an ROTC program upon graduation. For 2022, the PCC gave three Freedom Prizes: Jack Crippen – US Marines, Aiden Moretz – US Marines, and Ian Patterson – US Army.



Keynote Speaker, Sharon Deehan



Jack's father accepts the prize for his son



Wreath Laying Ceremony

NATIONAL VIETNAM WAR VETERANS DAY

Vietnam War Veterans Day was remembered with a ceremony on March 29, 2023. PCC Chair Richard Turner, 20-year US Navy veteran who received the Purple Heart for injuries while on active duty in Vietnam, helped raise the Vietnam War Commemoration flag, which flew with the American flag for the remainder of the day.

2023 C. PETER R. GOSSELS GOOD GOVERNMENT AWARD

The Gossels award was presented at the Town Meeting. The Gossels family joined PCC Chair Richard Turner to present the award – posthumously – to John Dyer, and the Dyer family accepted on his behalf.

Dyer was known for his spirit of cooperation and respect for other views in each leadership role he undertook. His significant, voluntary contributions to Wayland, his high standards, and his civility exemplify the criteria of the award.

Some of John's volunteer activities were: Planning Board (chairman), Wayland Veterans Memorial Committee (chairman), 375th Anniversary of Wayland Committee, Board of Road Commissioners, Town Center Committee, Wayland/Sudbury Septage Committee, Public Ceremonies Committee, and Metropolitan Area Planning Council.

2023 LYDIA MARIA CHILD AWARD

Lydia Maria Child resided in Wayland during the mid-1800s, a heroine known for her tireless work as an abolitionist, women's rights activist, equality and human rights activist, novelist, and journalist, as well as for her poem, *Over the River and Through the Wood*.

The Lydia Maria Child Award goes annually to a resident, local group, local volunteer organization, or town employee to recognize their leadership in bettering the quality of life or serving the needs of Waylanders. The PCC unanimously chose Jane H. Sciacca as the 2023 recipient.

Jane has a history of serving as a volunteer for Wayland, including as a member, president, and curator of the Wayland Historical Society. She has researched Lydia Maria Child's life extensively, as well as the history of enslaved persons in Wayland, women's rights, and suffrage.



Jane Sciacca (left) accepts the Lydia Maria Child Award.

2023 MEMORIAL DAY – PARADE AND CEREMONY OF REMEMBRANCE

On May 29, 2023, the Memorial Day Parade featuring local veterans, student marching bands, town officials, and more kicked off at Wayland Middle School, proceeding along Main Street to Commonwealth Road and ending at Lakeview Cemetery.

It included: Wayland Scouts BSA Color Guard and Scout Masters; Police Department escort; Parade Grand Marshal, US Navy Veteran and PCC Chair Richard Turner; Keynote Speaker LTC Andrew White, Commander, USAG, NSSC; WHS Band, under Joseph Oneschuk; Wayland Girl Scouts and Scouts BSA; Fire Department members; town officials; clergy; and the Wayland Middle School Band, under Rebecca Pagano.

PCC member Donna Bouchard was Master of Ceremonies and led the Ceremony of Remembrance at Lakeview Cemetery. PCC Chair Richard Turner, USN RET and Purple Heart Recipient, stated how grateful and rewarding it was to be the Grand Marshall. Opening remarks were given by Select Board member William Whitney.

The Gettysburg Address was done with strength and passion by Alexander Irwin.

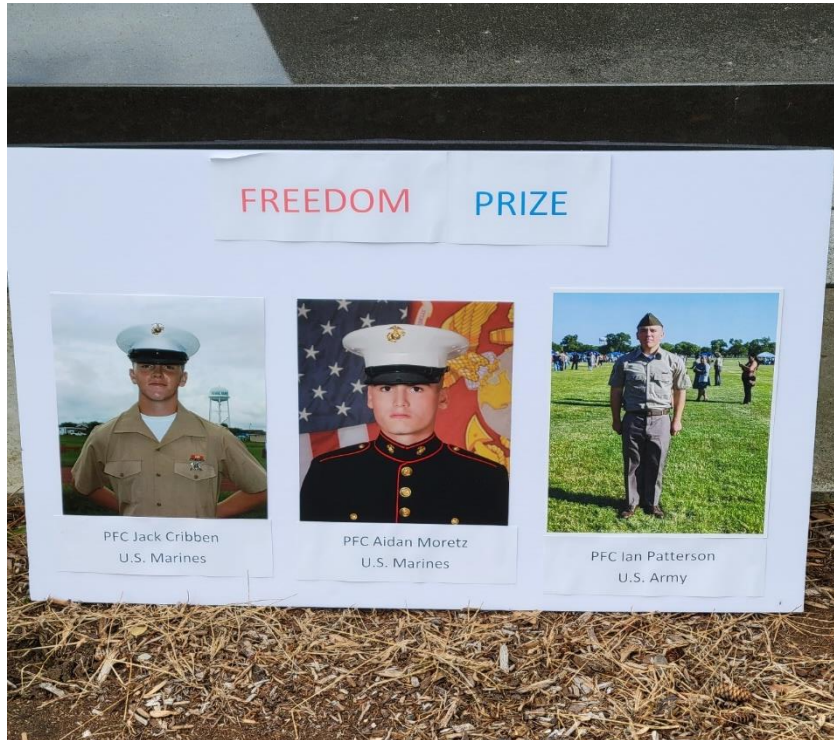
Keynote speaker LTC White reflected on the high cost of freedom and honored those who died in service to our nation, including fellow soldiers who served with him in Iraq. PCC member Cindy Miller gave the Invocation and Benediction. The WHS Band played the National Anthem, and Victoria Gitten sang the National Anthem and *America the Beautiful*.



LTC Andrew A White - Garrison Commander
US Army Natick Soldier Systems Center



Grand Marshal - Richard P Turner USN RET
Keynote Speaker



2023 NATIONAL PURPLE HEART APPRECIATION DAY

A ceremony at the Town Building flagpole on August 7, 2023, honored Purple Heart recipients. American Legion Post #133 also participated.

PCC Chair Richard Turner, USN (RET) a Purple Heart recipient – spoke before the flag was raised.

The Selectmen designated Wayland as a Purple Heart Town in 2015 to show gratitude for all who served in the armed forces and the sacrifices made by Waylanders serving in harm's way: those killed in action and posthumously awarded the Purple Heart, as well as those wounded in action.



FINANCE

Board of Assessors

At the Annual Town Election held Tuesday, April 25, 2023, Philip Parks and Massimo Taurisano were re-elected to each serve one three-year term. The Board reorganized with Zachariah Ventress to remain as Chair, Philip Parks to remain as Vice Chair, and Sharon Burke to remain as Secretary. After some years, the Assessor's Office became fully staffed with the addition of Tamara Keith (Assistant Assessor) and Lisa Sullivan (Administrative Assessor); welcomed professionals to serve the Board as we work toward our FY 2024 Recertification Year.

The Board of Assessors is responsible for administering Massachusetts property tax laws fairly and equitably and for producing accurate and fair assessments for all taxable real property (real estate and personal property).

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

A. Annual Report

(1.) Calendar year 2021 sales were used in the determination of the FY 2023 assessed values.

These values were posted to the Assessors' web page and provided at Annual Town Meeting.

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

FISCAL YEAR	# RECD (A)	# GRANTED (B)	AVG ABMT (C)
2018	22	9	\$2,157.99
Supplemental	0	0	\$0.00
2019*	42	18	\$1,325.71
Supplemental	0	0	\$0.00
2020	21	14	\$2,757.49
Supplemental	0	0	\$0.00
2021	31	23	\$4,086.87
Supplemental	0	0	\$0.00
2022	36	3	\$1,291.23
Supplemental	1	1	\$2,603.87
2023	55	27	\$1,590.47

Supplemental	3	3	\$6,630.57
--------------	---	---	------------

* DOR Division of Local Services certification year (FY 2019); Next certification year is FY 2024.

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

Fiscal Year	ATB Filings	Fiscal Year	ATB Filings
2018	5	2021	1
2019	6	2022	7
2020	2	2023	0

(2. e) Assessed value changes granted by the ATB:

FISCAL YEAR	NO.	STREET	CHANGE IN ASSESSMENT	FISCAL YEAR	NO.	STREET	CHANGE IN ASSESSMENT
2018	N/A			2021	N/A		
2019	42	SHAW DR	\$23,300.00	2022	33	HIGHLAND CIR	\$115,700
	240	W PLAIN ST	\$20,200.00		3	GLEN OAK DR	\$261,600
	61	WALTHAM RD	\$27,700.00				
2020	N/A			2023	N/A		

(3). Inspections conducted during Fiscal Year 2023

Total Property Visits: 403*

Sales:

Interior & Exterior

6

Building Permits:

Interior & Exterior

21

Quality Control:

Interior & Exterior

1

Exterior Only	9	Exterior only	13	Exterior only	0
Info at Door	0	Info at Door	0	Info at Door	0
Interior Only	0	Interior Only	0	Interior Only	0
In Office Review	0	In Office Review	0	In Office Review	0
Drive By	0	Drive By	3	Drive By	0
Refused	0	Refused	5	Refused	0
TOTAL	15	TOTAL	36	TOTAL	1

Cyclical:

Interior & Exterior	83
Exterior Only	191
Info at Door	2
Interior Only	1
In Office Review	0
Drive By	1
Refused	8
TOTAL	286

Abatement:

Interior & Exterior	33
Exterior Only	1
Info at Door	0
Interior Only	0
In Office Review	0
Drive By	0
Refused	0
TOTAL	19

Informal Hearings:

Interior & Exterior	0
Exterior Only	0
Info at Door	0
Interior Only	0
In Office Review	0
Drive By	0
Refused	0
TOTAL	0

Field Review:

TOTAL	32
--------------	-----------

* Please note some data verification visits addressed more than one requirement in a single visit, such as a property requiring an abatement visit may also have needed a sale visit; one visit would have met both obligations. Due to COVID, some requests for interior inspections were denied. Emails (with pictures) were accepted as part of the verification process. For a majority of the year, the Assessor’s Office

employed two full-time people and a contracted part-time data collector. Additional staff (1) added in May 2023.

Respectfully submitted,

Zachariah Ventress, Chair
Philip Parks, Vice Chair
Sharon Burke, Secretary
Massimo Taurisano, Member
Steven Klitgord, Member

Audit Committee

The Audit Committee is comprised of five members, with one member each designated by the School Committee, and Finance Committee, and three members designated by the Select Board. At present, all five positions are filled. The Committee makes recommendations to the Select Board 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 Committee's Final Report to the Select Board.

FY 2022 Audit Cycle

The Committee met with Alina Korsak from Marcum Accountant and Advisors, formally Melanson, the Town's independent Auditor, on February 21, 2023, to review the draft of the Annual Comprehensive Financial Report (ACFR) and a draft of the Management Letter. The purpose of the Management Letter is to identify weaknesses, if any, in the Town's internal controls over financial reporting. The Management Letter raised two issues from the previous audit cycle that are not yet fully remediated, as well as made two new recommendations for the current year. The unresolved issues pertaining to the prior year audit are: 1. Re-establish timely cash reconciliations and 2. Ensure compliance with uniform guidance. The cash reconciliation issue had been raised repeatedly over the past several years, was cited as a material weakness in 2021 and still was not fully remediated in FY 2022. Nonetheless, the Audit Committee's prior year recommendation that the Treasurer report to the Finance Director has been implemented and there are positive impacts seen from that such that the Audit Committee is confident this will be fully resolved for the coming year. The second issue with respect to Ensuring Compliance with Uniform Guidance also was not remediated. The recommendation was for the Town to implement enhanced policies and procedures and that all departments be aware of Uniform Guidance (over federal grants) requirements. The Town Manager has committed to publishing and implementing the Town's procedural manual on Federal Grants and Procurements.

The new issues raised for FY 2022 are 1. Reconciling Guaranteed Accounts to Detailed List and 2. Prepare for Government Accounting Standards Board (GASB) Statements Number 94 and 96. For the first issue, the auditor found that as of June 30, 2022, there were \$666,000 of deposits from various permits which are meant to be refunded at the completion of those projects, yet there was no listing of the entities to whom these individual deposits belonged. The Town has been aware of this issue and will create a process such that these Guaranteed Deposit Accounts are reconciled quarterly going forward with each department. The second issue is driven by GASB issuing Statement No. 94 "Public-Private and Public-Public Partnerships (PPPs) and Availability Payment Arrangements (APAs)" and Statement No. 96 "Subscription-Based Information Technology Arrangements (SBITAs)". This is a reminder that the Town will need to prepare for these accounting standards. The Town is aware and ensures compliance.

FY 2023 Audit Cycle

The Audit Committee will monitor the issues discussed above. For the FY 2023 audit cycle, the Audit Committee has recommended that the audit be expanded such that the Town Manager make available an overview of the investment policies to the Select Board and/or the Audit Committee to ensure that Town funds are invested in accordance with town policies as well as in compliance with Massachusetts laws. There are two reasons for this recommendation: 1. The SVB failure provides added urgency for reviewing the suitability of investments, and 2. We have had significant turnover in the Treasurer position.

Treasurer/Collector

The Treasurer/Collector’s Office is responsible for collecting all monies due to the Town of Wayland and investing these monies. Collection includes real estate taxes, personal property taxes, excise taxes, water bills, and department turn-ins such as building permits, health permits, and recreation fees. We are also responsible for collecting the money received from the Community Preservation Act (CPA) that appears on the quarterly real estate bills. The receipt of these monies must be reported to the Town Accountant in a timely manner. Unspent money must be invested in high yield, insured accounts following the policy of "safety, liquidity and yield".

June 30, 2023

Tax Title = 61 Parcels

\$1,034,018.89

Town of Wayland FY 2023 Statement of Indebtedness

Long Term Debt Inside the Debt Limit	Outstanding July 1, 2022	+ New Debt Issued	- Retirements	= Outstanding June 30, 2023	Interest Paid in FY2023
Buildings	11,767,000.00	14,068,629.00	944,000.00	24,891,629.00	387,747.00
Departmental Equipment	1,100,000.00	938,459.00	210,000.00	1,828,459.00	47,400.00
School Buildings	2,708,000.00	977,500.00	436,000.00	3,249,500.00	76,540.00
School - All Other	5,150,000.00	47,500.00	440,000.00	4,757,500.00	203,950.00
Sewer	0.00	0.00	0.00	0.00	0.00
Solid Waste					
Other Inside	9,945,000.00	2,424,000.00	615,000.00	11,754,000.00	347,944.00
SUB - TOTAL Inside	\$30,670,000.00	\$18,456,088.00	\$2,645,000.00	\$46,481,088.00	\$1,063,581.00

Long Term Debt Outside the Debt Limit	Outstanding July 1, 2022	+ New Debt Issued	- Retirements	= Outstanding June 30, 2023	Interest Paid in FY2023
Airport				0.00	
Gas/Electric Utility				0.00	

Hospital				0.00	
School Buildings	24,433,000.00	0.00	1,745,000.00	22,688,000.00	912,125.00
Sewer	2,570,000.00	0.00	245,000.00	2,325,000.00	111,090.00
Solid Waste	0.00	0.00	0.00	0.00	0.00
Water	7,657,000.00	1,798,912.00	860,000.00	8,595,912.00	264,875.00
Other Outside	5,974.00	0.00	5,974.00	0.00	149.00

SUB - TOTAL Outside	\$34,665,974.00	\$1,798,912.00	\$2,855,974.00	\$33,608,912.00	\$1,288,239.00
	0	0	0	0	0

TOTAL Long Term Debt	\$65,335,974.00	\$20,255,000.00	\$5,500,974.00	\$80,090,000.00	\$2,351,820.00
	0	0	0	0	0

Short Term Debt	Outstanding July 1, 2022	+ Issued	- Retired	= Outstanding June 30, 2023	Interest Paid in FY2023
-----------------	-----------------------------	----------	-----------	--------------------------------	-------------------------------

RANs - Revenue Anticipation				0.00	
BANs - Bond Anticipation:					
Buildings	485,429.00	0.00	485,429.00	0.00	7,261.21
School Buildings	564,000.00	0.00	564,000.00	0.00	8,436.50
Sewer	0.00	0.00	0.00	0.00	0.00
Water	0.00	550,000.00	550,000.00	0.00	4,798.44
Other BANs	1,085,000.00	0.00	1,085,000.00	0.00	12,381.02
				0.00	
SANs - State Grant Anticipation				0.00	
FANs - Federal Gr. Anticipation				0.00	
Other Short Term Debt				0.00	

TOTAL Short Term Debt	\$2,134,429.00	\$550,000.00	\$2,684,429.00	\$0.00	\$32,877.17
			0		

GRAND TOTAL All Debt	\$67,470,403.00	\$20,805,000.00	\$8,185,403.00	\$80,090,000.00	\$2,384,697.17
	0	0	0	0	7

Authorized and Unissued Debt					
Purpose	Date of Vote	Article Number	Amount Authorized	- Issued - Retired - Rescined	= Unissued 6/30/2021
Loker School Doors & Tile	04/07/16	8	1,900,000	1,900,000	0
Small Truck DPW	04/07/16	8	220,000	220,000	0
Middle School Network Wiring	04/02/18	9	386,000	386,000	0
PLC Upgrades	04/02/18	9	284,937	0	284,937
Rivers Edge	11/13/18	5	790,530	790,530	0
Loker Elem. Sch Roof Replacement	09/12/20	19	4,300,000	4,300,000	0
High School Wasterwater Treatment	09/12/20	9	140,000	140,000	0
Additional Fire Station Rehabilitation	5/15/2021	10	485,429	485,429	0
Middle School Carpet and Locker Replacement	5/15/2021	10	564,000	564,000	0
Ambulance	5/15/2021	10	345,000	345,000	0
Dump Truck – H20	5/15/2021	10	275,000	275,000	0
PFAS Water	5/15/2021	10	870,412	870,412	0
Equipment H-14	5/14/2022	10	310,000	310,000	0
Snake Brook Dam Rehabilitation	5/14/2022	10	900,000	0	900,000
Replace Dispatch Console PSB	5/14/2022	10	305,000	305,000	0
Additional Funding Fire Station #2	5/14/2022	10	710,000	710,000	0
Library Improvements	5/14/2022	10	2,485,000	2,485,000	0
DW Flooring	5/14/2022	10	240,000	240,000	0
High School Comm. Controls/Intercom Replacement	5/14/2022	10	93,500	93,500	0
High School Stage Rigging Replacement	5/14/2022	10	80,000	80,000	0
High School Field House Track Resurface	5/14/2022	10	47,500	47,500	0
Water Main-Design / Construction	5/14/2022	10	1,040,000	1,040,000	0
Council on Aging & Community Center Construction - EXEMPT	5/15/2022 & 5/10/2022	21, Q1	11,000,000	11,000,000	0
Launcher Way Land Acquisition (Community Housing)	5/15/2022	22	4,000,000	1,500,000	2,500,000
Loker Grass Field Construction - EXEMPT	5/15/2022 & 5/10/2022	25, Q2	2,610,840	2,610,840	0
TOTAL Authorized and Unissued Debt					3,684,937

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 are the fund’s balances at the end of the selected fiscal years:

FY	FY End Balance
2023	\$4,744,626
2022	\$4,344,646
2021	\$5,126,211
2020	\$4,044,031
2019	\$3,976,954
2018	\$3,792,316
2017	\$3,619,162
2016	\$3,317,854

TOWN OF WAYLAND TRUST FUNDS

June 30, 2023 Balance

Cemetery Funds

Trust	6/30/23 Balance
Perpetual Care	\$ 1,823,550.16
Robsham Cemetery Trust	\$ 73,442.11
Subtotal	\$ 1,896,992.27

Library Funds

Trust	6/30/23 Balance
-------	------------------------

Est. of M. Draper	\$	245,720.96
Small Funds	\$	333,412.22
Swain – Teen Materials	\$	18,978.98
Millenium Fund	\$	1,227,392.81
Gossels Fund (Human Dignity)	\$	50,832.18
Subtotal	\$	1,876,337.15

Other Funds

Trust		6/30/23 Balance
Gossels (Academic Excellence)	\$	427,676.79
Gossels (Public Ceremonies)	\$	4,166.48
Allen Fund (Charitable Fund)	\$	10,098.23
S. Leavitt (Norwich Univ. School)	\$	250,863.82
J. Leavitt (Wayland Community)	\$	204,684.15
Greaves/Croft Fund	\$	73,806.64
Subtotal	\$	971,296.11
Grand Total	\$	4,744,625.53

Finance Committee

Co-Chairs: Steve Correia and Pamela Roman

Vice-Chair: Kelly Lappin

Secretary: Not applicable

Additional Committee Members:

Jonathan Barnett

Michael Hoyle

Brian O'Herlihy

Vacancy – term ended June 30, 2024

Summary of Activities and Accomplishments¹:

This was a year of change. The Select Board/Town Manager Act (SB/TM Act), enacted in March 2022, authorized the Town Manager to function as the chief financial officer of the Town, thereby responsible for the management of all financial and budgeting matters. During FY23, the Town Manager, together with the Finance Director:

- Established the budgetary guidelines used in the development of the FY24 operating and capital budgets;
- Reviewed the budgets of all Town departments, including Schools, and made recommendations to the affected boards, commissions, and committees about priorities important to budget development; and
- Evaluated actual expenditures and receipts against budgets and coordinated funding sources.

The mission of the Finance Committee, which remained unchanged by the SB/TM Act, is “to recommend a fiscally responsible operating budget and capital spending plan that balances the demand and need for services and infrastructure with the impact on taxpayers across a broad financial spectrum.” To fulfill this mission, the Finance Committee, in collaboration with the Town Manager and Finance Director, develops long-term financial strategies addressing operational and capital financial needs of the Town and provides factual and relevant information to residents so they can make informed decisions at Town Meeting.

Operating Budget: In September 2022, the Town Manager and Finance Director reviewed with the Finance Committee the FY24 budget schedule and recommended budget guidelines which called for a level service budget and no more than a 4.5% increase from FY23 to FY24, with explanations of any changes beyond a level service budget.

In December 2022, the draft FY24 operating budgets submitted by Town departments and Schools totaled \$101.8 million, a year-over-year increase of 9.79%, which would have required an estimated 11.5% increase in property taxes. The Town Manager, concerned about the steep hikes, requested that the Superintendent of Schools and certain Town department heads reduce their budgets.

In January 2023, the Town Manager's Operating Budget, which totaled \$100.5 million, was presented to the Select Board and Finance Committee. This budget incorporated a \$1.24 million reduction from the originally submitted Town departments and Schools budgets and reflected an 8.45% increase year over year.

After making final adjustments and incorporating requests from the public, the Finance Committee recommended a \$99.7 million budget, an increase of approximately \$7.0 million, or 7.60% year over year, and an estimated increase in taxation of almost \$4.8 million, or 5.93% year over year.

The largest contributors to the 7.6% year over year budget increase are as follows:

¹ This section includes the entire annual report language for the FYE 6/30/2023.

**% Change from
FY23 Operating Budget**

Budget Item

Debt Service Increase	1.89%
Reserve for Salary Adjustment (FY 24 COLA)	1.77%
Special Education Increase	1.56%
Remainder of FY24 Budget	2.38%
Total FY24/FY23	7.60%

Overall, the largest perennial budget driver continues to be Personnel costs, which include payroll and fringe benefits (health insurance and retirement), which comprise about 74% of the FY24 Operating Budget.

To reduce the impact of the 7.6% year over year budget increase on taxpayers, the Finance Committee recommended that \$598,000 of the total budgeted for road reconstruction be funded from free cash (vs. taxation) in FY24 and that \$450,000, or approximately 25%, of the Town's Receipts Reserved for Sale of Real Estate Fund be used to reduce FY24 debt service related to the recent Council on Aging / Community Center borrowing

Capital Budget: For FY24, the Finance Committee recommended a \$5.46 million capital budget supporting 25 projects, the bulk of which focus on the maintenance of assets and safety improvements. At the 2023 Annual Town Meeting (ATM), other than three Community Preservation Act (CPA) funded projects totaling \$380,000, there were no articles seeking capital funds.

As of January 2023, \$34.8 million of Town, Schools and Water capital projects had been approved in prior years but had not been completed. Considering the significant backlog of capital projects, the FY24 capital budget reflects the rescheduling of approximately half of the projects that had been part of the FY24 capital plan last year to subsequent years. This action should allow the Town to focus in FY24 on priority projects and to make progress on completing the build-up of projects that occurred over the pandemic years.

Five-Year Capital Plan: The FY22 budget marked the first year a complete five-year capital plan was presented to the Finance Committee for review. The current five-year capital plan includes \$37.3 million of projects for Town and Schools and an additional \$11.5 million of projects for the Water enterprise fund (exclusive of construction costs related to a permanent connection to the Massachusetts Water Resource Authority (MWRA) water system). This compares to requests from departments of \$48.9 million for Town and Schools and \$29.2 million for Water, Wastewater and Transfer Station enterprise funds.

Looking forward, the Water enterprise fund faces significant capital expenditures as the Town works to ensure compliance with various water regulations, including those intended to reduce the level of per- and polyfluoroalkyl substances (PFAS) in its water supply. The bulk of these costs will be for the engineering and design and, if approved by a future ATM, construction of a permanent MWRA connection which is currently estimated to cost in the range of \$20 to \$25 million.

Any five-year plan needs to be flexible, and the Town may choose not to do all these projects or in the time forecasted. However, it is important to understand the nature and size of potential capital projects and the impact these projects may have on the Town's tax burden and Moody's bond rating. Of note, the rating agency looks favorably on the use of exempt debt, which requires a debt exclusion vote, for large capital projects as it reflects voter support and allows more flexibility in budget-planning with regards to Proposition 2 ½ constraints.

Outlook and Summary: Looking forward to FY25 and beyond, the Finance Committee notes the following:

Expense Trend/Levy Capacity: Operating expense trends have been moving higher in recent years and are expected to remain elevated due to higher inflation and rising interest rates. At the same time, the Town's levy

capacity has been narrowing, with an unused levy of approximately \$3.5 million following the approval of the FY24 budget. Once the levy limit is exceeded, the Town will face operating overrides which are likely in the next couple of years.

In addition to controlling spending and personnel increases, the Finance Committee recommends that potential efficiencies be reviewed within the Town and School operations to address potential savings. Personnel and hiring practices should also be reviewed recognizing the challenge of attracting and retaining skilled employees and yet managing increases in employment costs.

The Finance Committee also notes the recent trend of longer timelines to complete capital projects coupled with rising prices due to supply chain constraints and inflation. The Town will need to continually strive to manage capital projects and costs.

Debt Service: Prior to FY23, the Town benefitted from being able to borrow at historically low rates. Interest rates have continued to rise and it is unclear how high rates may go or for how long they may remain elevated. The Town faces increasing capital demands for maintaining its aging infrastructure (e.g., roads, bridges, water mains and equipment) and Town and School buildings. Longer term, the construction of a permanent MWRA connection and a new or renovated elementary school are significant capital expenditures on the horizon. Most of these projects would be partially or fully funded by debt, requiring a significant increase in debt service for an extended period.

In summary, to maintain services and strong financial health, the Town needs to:

- Manage Omnibus Budget decisions strategically;
- Maintain Moody's Aaa bond rating;
- Prioritize and schedule capital expenditures recognizing the impact on the taxpayer;
- Manage staffing increases and personnel-related benefits;
- Seek opportunities for raising revenue other than taxation;
- Establish mechanisms and policies to maintain adequate Fund Balances; and
- Search for opportunities where functions can be consolidated to be more efficient.

For a more detailed report, please see the "Report of the Finance Committee" contained in the 2023 ATM warrant at <https://www.wayland.ma.us/town-meeting>.

Finance Director/Accountant

Town of Wayland, Massachusetts General Fund Revenue Report Fiscal 2023 June 30, 2023						
	Fiscal 2022 YTD-Actual	Fiscal 2023 YTD-Actual	Fiscal 2023 Budget	\$ Variance 2023 / 2022	B / A Fiscal 2023 \$ Variance	% of Budget Collected
Taxation:						
Real Estate	75,350,270	78,216,581	79,172,437	2,866,311	(955,856)	98.79%
Personal Property Overlay	1,087,263	1,027,822	1,040,776	(59,441)	(12,954)	98.76%
	-	-	(194,934.00)	-	194,934.00	0.00%
Total	76,437,533	79,244,402	80,018,279	2,806,869	(773,877)	98.79%
State Aid:						
School Construction						
Local Aid : Cherry Sheet Chapter 70						
Charter Tuition Assessment	5,379,174	6,102,726	6,200,755	723,552	(98,029)	98.42%
Unrestricted Aid	18,423	15,057	-	(3,366)	15,057	0.00%
Veterans Benefits Chapter 115	1,036,474	1,062,330	993,471	25,856	68,859	106.93%
Exemption : Vets, Blind, Surviving Spouse	3,625	1,411	5,252	(2,214)	(3,841)	26.87%
State Owned Land Reimbursement	1,004	-	18,746	(1,004)	(18,746)	0.00%
Undetermined	114,145	146,515	114,145	32,370	32,370	128.36%
	-	-	-	-	-	0.00%
Total	6,552,845	7,328,039	7,332,369	775,194	(4,330)	99.94%
Local Receipts:						
Motor Vehicle Excise	2,589,014	2,721,919	2,985,000	-	(263,081)	91.19%
Other Excise	219,080	255,985	250,000	36,905	5,985	102.39%
Penalties and Interest	250,547	146,747	256,000	(103,800)	(109,253)	57.32%
Payment in Lieu of Taxes	40,781	43,587	41,000	2,805.93	2,587	106.31%
Fees	613,407	431,220	625,000	(182,187)	(193,780)	69.00%
Licenses and Permits	967,478	981,111	1,070,096	13,633	(88,985)	91.68%
Special Assessments	1,225	1,170	1,500	(55)	(330)	77.99%
Fines and Forfeitures	17,911	22,617	16,000	4,706	6,617	141.36%
Investment Income	46,870	887,415	50,000	840,545	837,415	1774.83%
Miscellaneous Recurring	-	-	5,404	-	(5,404)	0.00%
Bond Premium	-	-	-	-	-	-
Total	4,746,313	5,491,771	5,300,000	745,458	191,771	103.62%
Transfers from other funds:						
Fund 24-Ambulance	374,400	374,400.00	374,400	-	-	100.00%
Fund 24-Council on Aging	2,134	1,674.00	1,674	-	-	100.00%
Fund 24-Recreation	59,176	47,794.00	47,794	(11,382.00)	-	100.00%
Fund 24-Recreation-Fields	10,668	10,465.00	10,465	-	-	100.00%
Fund 25-Food Service	-	172,369.00	172,369.00	172,369.00	-	100.00%
Fund 25-BASE	-	205,779.00	205,779.00	205,779.00	-	100.00%
Fund 25-TCW	-	200,908.00	200,908.00	200,908.00	-	100.00%
Fund 25-Full Day Kinder	-	-	-	-	-	0.00%
Fund 61-Water	374,388	372,734	372,734	(1,654.00)	-	100.00%
Fund 63-Wastewater	35,493	34,927	34,927	-	-	100.00%
Total	856,259	1,421,050.00	1,421,050	566,020.00	-	100.00%
Total Budgeted Revenue	88,592,950	93,485,262	94,071,698	4,893,541	(586,436)	99.38%
Unbudgeted Revenue:						
Tax Title Liens	244,957	221,930	-	(23,027)	221,930	0.00%
Prior Year RE collections	418,760	486,324	-	67,564	486,324	0.00%
Fund 24-Recreation-New FY 17 accounts	-	-	-	-	-	0.00%
Account Closeout	11,375	223,000.00	-	-	223,000.00	0.00%
Transfer Station Closeout	-	-	-	-	-	0.00%
Total Unbudgeted Revenue	675,092	931,254	-	44,537	931,254	0.00%
Total All Revenue	89,268,042	94,416,516	94,071,698	4,938,078	344,818	100.37%
Other Revenue Sources:						
Bond Premium	-	-	-	-	-	0.00%
Overlay	-	-	-	-	-	0.00%
Transfer from Free Cash	-	-	2,974,600	-	(2,974,600)	0.00%
Month End Totals	94,416,516	97,241,232	(2,824,716)			

Town of Wayland, Massachusetts
General Fund Expense Report
Fiscal 2023
June 30, 2023

DEPARTMENT	FISCAL 2023 BUDGET	FISCAL 2023 ACTUAL	FISCAL 2023 ENCUMBRANCE	VARIANCE BUDGET / ACTUAL
SELECTMEN	54,000	54,000	-	-
TOWN OFFICE SALARY	712,500	635,017	-	77,483
TOWN OFFICE EXPENSES	269,207	246,592	18,985	3,631
PERSONNEL BOARD SALARY	17,500	17,477	-	23
PERSONNEL BOARD EXPENSES	26,000	25,826	150	24
FINANCE SALARY	347,036	347,022	-	14
FINANCE EXPENSE	66,365	66,352	-	13
ASSESSOR SALARY	246,745	207,714	-	39,031
ASSESSOR EXPENSES	61,701	50,788	-	10,913
TREASURER SALARY	244,139	243,779	-	360
TREASURER EXPENSES	113,050	113,050	-	-
LEGAL	422,589	374,264	23,972	24,353
INFORMATION TECH SALARY	367,762	322,703	-	45,059
INFORMATION TECH EXPENSES	724,350	626,781	95,276	2,293
TOWN CLERK SALARY	186,619	154,121	-	32,498
TOWN CLERK EXPENSES	80,404	68,857	-	11,547
ELECTIONS SALARY	-	-	-	-
ELECTIONS EXPENSES	-	-	-	-
REGISTRAR SALARY	-	-	-	-
REGISTRAR EXPENSES	-	-	-	-
CONSERVATION SALARY	254,139	235,392	-	18,747
CONSERVATION EXPENSES	61,200	36,873	12,883	11,444
PLANNING SALARY	103,559	74,261	-	29,298
PLANNING EXPENSES	7,300	2,954	-	4,346
SURVEYOR SALARY	-	-	-	-
SURVEYOR EXPENSES	-	-	-	-
FACILITIES SALARY	642,889	487,186	-	155,703
FACILITIES EXPENSES	1,144,223	877,768	255,626	10,829
MISC COMMITTEES	3,775	2,577	967	231
TOTAL GENERAL GOVERNMENT	6,157,052	5,271,353	407,859	477,840
POLICE SALARY	3,008,304	2,953,440	-	54,864
POLICE EXPENSES	408,205	384,994	3,377	19,834
JOINT COMMUNICATIONS SALARY	651,772	651,124	-	648
JOINT COMMUNICATIONS EXPENSES	38,000	33,084	884	4,033
EMERGENCY MANAGEMENT	-	-	-	-
DOG OFFICER	-	-	-	-
FIRE SALARY	3,608,899	3,490,205	-	118,694
FIRE EXPENSES	301,839	290,162	10,300	1,377
BUILDING & ZONING SALARY	415,576	409,062	-	6,514
BUILDING & ZONING EXPENSES	18,050	17,808	210	32
TOTAL PUBLIC SAFETY	8,450,645	8,229,878	14,770	205,997
WAYLAND PUBLIC SCHOOLS	47,164,770	46,753,856	366,230	44,684
MINUTEMAN REGIONAL SC	242,700	237,092	5,560	48
TOTAL EDUCATION	47,407,470	46,990,948	371,790	44,733
HIGHWAY SALARY	1,133,034	979,814	-	153,220
HIGHWAY EXPENSES	636,500	556,569	21,486	58,445
ENGINEERING SALARY	329,807	295,506	-	34,301
ENGINEERING EXPENSE	40,920	16,596	2,004	22,320
SNOW REMOVAL SALARY	104,600	104,561	-	39
SNOW REMOVAL EXPENSES	395,400	349,276	870	45,255
TRANSFER STATION	65,000	28,689	13,376	22,935
PARKS SALARY	858,496	763,389	-	95,107
PARKS EXPENSES	417,850	279,009	59,367	79,474
TOTAL PUBLIC WORKS	3,981,607	3,373,411	97,101	511,095
BOARD OF HEALTH SALARY	997,878	986,424	-	11,454
BOARD OF HEALTH EXPENSES	180,554	122,630	17,109	40,814
VETERANS SERVICES	50,000	29,156	2,515	18,329
C.O.A. SALARY	271,993	235,165	-	36,828
C.O.A. EXPENSES	42,150	42,123	9,188	-9,161
YOUTH SERVICES SALARY	303,489	260,026	-	43,463
YOUTH SERVICES EXPENSES	6,551	3,624	-	2,927
TOTAL HEALTH / HUMAN SERVICES	1,852,615	1,679,149	28,812	144,654
LIBRARY SALARY	974,114	933,991	-	40,123
LIBRARY EXPENSES	284,229	280,898	3,268	63
RECREATION SALARY	194,498	179,278	216	15,004
RECREATION EXPENSE	84,680	16,373	10,710	57,597
TOTAL CULTURAL	1,537,521	1,410,540	14,194	112,787
DEBT	6,249,936	6,006,128	-	243,808
RETIREMENT ASSESSMENT	5,728,625	5,728,625	-	-
UNCLASSIFIED:				
INSURANCE GENERAL	1,086,605	967,552	2,679	116,374
INSURANCE 32B	8,997,575	8,337,165	-	660,410
MEDICARE TAX	844,550	844,435	-	115
UNEMPLOYMENT	50,000	43,729	-	6,271
POLICE / FIRE DISABILITY	15,000	-	-	15,000
RESERVE FOR SALARY ADJ	-	-	-	-
OCCUPATIONAL HEALTH	8,000	7,686	-	314
BUY BACK	40,000	22,721	-	17,279
EMPLOYEE MITIGATION	-	-	-	-
STORMWATER	200,000	66,273	49,450	84,277
WATER CHARGES	-	-	-	-
STREET LIGHTING	-	-	-	-
SCHOOL BUS PARKING	-	-	-	-
RESERVE FUND	71,411	-	-	71,411
TOTAL UNCLASSIFIED / OTHER	23,291,702	22,024,314	52,129	1,215,259
TRANSFER TO OTHER FUNDS-Capital				
Transfer to Fund 40-Capital	2,255,600	2,255,600	-	-
Transfer to Fund 41-Capital	470,000	470,000	-	-
OVERLAY	194,934	-	-	194,934
TRANSFER TO TRUST FUND	1,000,000	1,000,000	-	-
TRANSFER TO OPEB	500,000	500,000	-	-
TOTAL TRANSFERS	4,420,534	4,225,600	-	194,934
STATE ASSESSMENTS & CHARGES	142,085	147,158	-	(5,073)
TOTAL UNAPPROPRIATED	142,085	147,158	-	(5,073)
Totals	97,241,231	93,352,351	986,655	2,902,225

Town of Wayland, Massachusetts Water Enterprise Fund Fiscal 2023 June 30, 2023				
	Fiscal 2023 Budget	Fiscal 2023 Actual	% Budget Collected / Expended	\$ Variance Budget / Actual
REVENUES				
<i>Operating Revenue:</i>				
Penalties and Interest	25,000	29,575	118.30%	4,575
Water Meter Charges	3,801,921	3,475,358	91.41%	(326,563)
Liens	25,000	93,422	373.69%	68,422
Water Administration Fee	300,000	315,385	105.13%	15,385
Water Service Order	25,000	25,570	102.28%	570
Misc. Revenue	40,000	51,750	129.38%	11,750
Interest on Savings	-	47,908	0.00%	47,908
Fund Balance Reserve	200,000	-	0.00%	(200,000)
Capital Closeouts				
Total	<u><u>4,416,921</u></u>	<u><u>4,038,968</u></u>	<u><u>91.44%</u></u>	<u><u>(377,953)</u></u>
EXPENDITURES				
<i>Operating Expenditures:</i>				
Personal Services	886,181	810,735	91.49%	75,446
Expenditures	1,762,749	1,485,746	84.29%	277,003
Funded Debt	1,162,563	1,167,212	100.40%	(4,649)
Indirect Fringe Transfers to GF	372,734	372,734	100.00%	-
Indirect Fringe Transfers to GF and OPEB	7,694	7,694	100.00%	-
Total	<u><u>4,191,921</u></u>	<u><u>3,844,122</u></u>	<u><u>91.70%</u></u>	<u><u>347,799</u></u>
OTHER FINANCING TRANSFERS TO WATER CAPITAL				
<i>Other Financing Uses:</i>				
Transfers to Capital Projects / Unbudgeted expense	<u>225,000</u>	<u>225,000</u>	<u>100.00%</u>	<u>-</u>
	<u><u>225,000</u></u>	<u><u>225,000</u></u>	<u><u>100.00%</u></u>	<u><u>-</u></u>
<i>Other Financing Sources:</i>				
Water Surplus to Fund 42	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>-</u></u>
Total YTD Revenues	<u><u>4,416,921</u></u>	<u><u>4,038,968</u></u>	<u><u>91.44%</u></u>	<u><u>(377,953)</u></u>
Total YTD Expenditures	<u><u>4,416,921</u></u>	<u><u>4,069,122</u></u>	<u><u>92.13%</u></u>	<u><u>347,799</u></u>
FUND BALANCE				
		<u>Fiscal 2023</u>		
Undesignated Fund balance		1,575,335		
YTD Expenditures (Current Year & FY 22 rollover)		(4,276,836)		
YTD Revenues		4,038,968		
Encumbrance		-		
Total Fund Balance		<u><u>1,337,467</u></u>		

Town of Wayland, Massachusetts Wastewater Enterprise Fund Fiscal 2023 June 30, 2023				
	Fiscal 2023 Budget	Fiscal 2023 Actual	% Budget Collected / Expended	\$ Variance Budget / Actual
Operating Revenue:				
Penalties and Interest	-	1,073	0.00%	1,073
Wastewater User Charges	428,440	347,205	81.04%	(81,235)
Liens	-	11,420	0.00%	11,420
Betterments	-	-	0.00%	-
Betterment Interest	-	-	0.00%	-
Betterment paid in advance	-	-	0.00%	-
Unapportioned WW betterment TC	-	8,589	0.00%	8,589
Unapportioned WW betterment TC-int	-	335	0.00%	335
WW Betterment TC RE	164,299	158,503	96.47%	(5,796)
WW Betterment TC Int	97,039	93,793	96.66%	(3,246)
Interest on Savings	3,500.00	23,954	684.40%	20,454
Misc. revenue	-	52,521	0.00%	52,521
Fund Balance Reserve	230,362	-	0.00%	(230,362)
Total	<u>923,640</u>	<u>697,394</u>	<u>75.50%</u>	<u>(226,246)</u>
Operating Expenditures				
Personal Services	88,330	93,910	106.32%	(5,580)
Expenditures	463,682	347,917	75.03%	115,765
Funded Debt	336,701	336,701	100.00%	-
Total	<u>888,713</u>	<u>778,528</u>	<u>87.60%</u>	<u>110,185</u>
Other Financing Sources / (Uses)				
Transfers to General Fund	34,927.00	34,927.00	100.00%	-
Total	<u>34,927.00</u>	<u>34,927.00</u>	<u>100.00%</u>	<u>-</u>
Total YTD Revenues	<u>923,640</u>	<u>697,394</u>	<u>75.50%</u>	<u>(226,246)</u>
Total YTD Expenditures	<u>923,640</u>	<u>813,455</u>	<u>88.07%</u>	<u>110,185</u>
FUND BALANCE				
		Fiscal 2023		
Undesignated Fund balance		1,603,203		
Reserve for Expenditure		-		
Current outstanding Encumbrances		-		
YTD Expenditures (Current Year & FY 22 rollover)		(954,414)		
YTD Revenues		697,394		
Undesignated Fund Balance		<u>1,346,183</u>		

Town of Wayland, Massachusetts Transfer Station Fiscal 2023 June 30, 2023				
	Fiscal 2023 Budget	Fiscal 2023 Actual	% Budget Collected / Expended	\$ Variance Budget / Actual
REVENUES				
<i>Operating Revenue:</i>				
Sticker Fees	257,442	247,027	95.95%	(10,415)
Recycling Fees	10,000	8,028	80.28%	(1,972)
PAYT Fees	120,000	92,043	76.70%	(27,957)
Wasteban Fees	11,000	16,153	146.84%	5,153
Tires	500	290	58.00%	(210)
Bulky Waste	30,000	30,805	102.68%	805
General Fund Subsidy	75,000	75,000	100.00%	-
Misc Revenue	-	-	0.00%	-
Total	<u>503,942</u>	<u>469,345</u>	<u>93.13%</u>	<u>(34,597)</u>
EXPENDITURES				
<i>Operating Expenditures:</i>				
Personal Services	221,432	195,996	88.51%	25,436
Expenditures	365,589	235,201	64.33%	130,388
Total	<u>587,021</u>	<u>431,197</u>	<u>73.46%</u>	<u>155,824</u>
OTHER FINANCING TRANSFERS				
	-	-	-	-
<i>Total YTD Revenues</i>	<u>503,942</u>	<u>469,345</u>	<u>93.13%</u>	<u>(34,597)</u>
<i>Total YTD Expenditures</i>	<u>587,021</u>	<u>431,197</u>	<u>73.46%</u>	<u>155,824</u>
FUND BALANCE				
		<u>Fiscal 2023</u>		
Undesignated Fund balance		189,226		
YTD Expenditures (Current Year & FY 22 rollover)		(431,197)		
YTD Revenues		469,345		
Total Fund Balance		<u>227,374</u>		

FUND 24 TOWN REVOLVING FUNDS	Balance		Fed. Rev	ST. Rev	Expenditures	Transfers IN	Transfers Out	Encumbrances	Balance June 30, 2023
	July 1, 2022	Revenues							
BOBND PREMIUM CAPITAL RESERVE	25,929	4,113	-	-	-	-	-	-	30,042
TC RESIDENTIAL DWELLING - \$40K	781,745	-	-	-	16,000	-	-	-	765,745
TC PARKING LOT - \$1.20K	120,000	-	-	-	-	-	-	-	120,000
TC BIKE TRAIL - \$250K	240,007	-	-	-	-	-	-	-	240,007
TOWN CENTER GIFT	2,256	-	-	-	-	-	-	-	-
TOWN CENTER REVOLVING	38,563	1,417	-	-	28,215	-	-	-	1,764
RAIL TRAIL GIFTS/DO NOTIONS	4,890	139	-	-	-	-	-	-	4,830
WAVELAND GIFTS	646	-	-	-	-	-	-	-	646
COMMUNITYCOMPACTGRANT FY17	-	-	-	-	-	-	-	-	-
MASS CENTRAL RAIL TRAIL FY17	-	-	-	-	-	-	-	-	-
MASS CEC STATE GRANT FY17	18	-	-	-	-	-	-	-	18
FY18 FT COMPACT GRANT	8	-	-	-	-	-	-	-	8
COVID 19 RELIEF FUND	691	-	-	-	-	-	-	-	691
BEAUTIFICATION	3,915	-	-	-	-	-	-	-	3,915
HRDEICGIFT FUND	-	9,510	-	-	-	-	-	-	9,510
RECEIPTS RES-SALE OF RE	2,261,945	905,725	-	-	-	-	-	-	3,167,670
FY 21 NEW SURVEIL DONATIONS	65,475	-	-	-	44,745	-	-	-	73,22
FLEET ADMIN	87,404	-	-	-	-	-	-	-	87,404
ELECTION REIMBURSEMENT	57,452	9,789	-	-	24,727	-	126	-	42,387
TAX TITLE CHP 390	636	-	-	-	4,725	-	-	-	(6,661)
WAYLAND COMMUNITY FUND	315	978	-	-	-	-	-	-	430
I.T. NETWORK	19,737	-	-	-	-	-	-	-	19,737
FY22CC MUNICIPAL FIBER GRANT	-	-	-	160,000	-	-	-	-	160,000
HAY SALES	28	-	-	-	-	-	-	-	28
RECEIPT RESCOMM RECEIPTS	118,007	-	-	-	-	-	-	-	118,007
CONSERVATION GIFTS	70,008	24,687	-	-	15,329	-	-	-	79,366
WETLAND FILING FEE	58,022	4,154	-	-	5,941	-	-	1,656	51,279
WAYLAND COMMUNITY GARDENS	6,753	3,537	-	-	1,865	-	-	1,368	7,258
FY 22 MASSDOTSHARED STREETS	98,174	-	-	-	6,120	-	-	-	92,054
FY 21 MASSDOTSHARED STREETS	554	-	-	-	-	-	-	-	554
GREEN COMMUNITIES	5,708	-	-	-	-	-	-	-	5,708
GREEN COMMUNITY GRANT FY 21	41,121	-	-	38,537	4,981	-	-	-	72,637
HISTCOMMISION MARKERS	4,266	-	-	-	-	-	-	-	4,266
DUDLEY GRANT	25,900	1,278	-	-	-	-	-	-	27,178
VETERAN'S MEMORIAL DONATIO NS	13,841	248	-	-	1,500	-	-	-	12,589
CAF PLAN	154,038	171,501	-	-	190,280	-	-	-	135,259
POLICE GIFTS	3,445	22,460	-	-	18,721	-	-	-	7,184
POLICE FID ACCT	21,450	10,050	-	-	7,750	-	-	8,838	14,913
GOVERNORS HIGHWAY SAFETY	8,339	-	-	-	-	-	-	-	8,339
EMPG GRANT	22,654	-	1,250	-	6,229	-	-	-	17,675
POLICE DETAIL	39,160	446,155	-	-	416,263	-	-	-	69,022
OWNER TECH GRANT	(6,471)	-	-	-	(4,471)	-	-	-	-
POLICE TRUST FUND	200	-	-	-	-	-	-	-	200
POLICE EVIDENCE	6,727	-	-	-	-	-	-	-	6,727
FY 21 MAPC / HAZ PLAN	(17,983)	-	-	-	-	-	-	-	(17,983)
FY 22 ASHER TRAINING	6,487	-	-	-	-	-	-	-	6,487
FY23 CIR TRAINING EQUIPMENT	-	-	-	1,873	1,873	-	-	-	-
FY23 BODY-WORN CAMERAS	-	-	-	48,400	48,401	-	-	-	(1)
FIRE/AMBULANCE GIFTS	3,710	2,060	-	-	-	-	-	-	5,770
FIRE DEPT-SAFE	6,779	5,818	-	-	6,092	-	-	-	3,506
FIRE FEDERAL GRANT	55	-	-	-	-	-	-	-	55
FVARG-SGRANT	(2,567)	-	-	-	(2,567)	-	-	-	-
FIRE CO DETECTO RS/GIFTS	35	-	-	-	-	-	-	-	35
AMBULANCE RECEIPTS	546,208	847,659	-	-	39,339	173	554,400	3,192	767,110
FY 21 ARG SAFETY GRANT	17,888	-	-	225,395	19,4784	-	-	-	46,500
STATE 911 GRANT	185,082	-	-	64,374	80,940	-	-	7,200	161,316
FY 20 EMPG GRANT	3,500	-	-	-	-	-	-	-	3,500
FY 21 EMPG GRANT	-	-	-	3,500	3,500	-	-	-	-
MA BODRS PRE GRANT	(11)	-	-	-	-	-	-	-	(11)
FEMA ARG 2018 RADDIS	234	-	-	-	-	-	-	-	234
ARPA COVID GRANT	1,745,904	-	2,067,688	-	124,930	-	-	343,122	3,345,540
FY 22 SAFETY EQUIPMENT GRANT	(11,490)	-	-	19,000	7,510	-	-	-	7
FY 22 AEG GRANT	2,500	-	-	-	2,465	-	-	-	-
FY 22 EMPG	-	-	-	3,500	-	-	-	-	3,500
FY 23 FF SAFETY EQUIPMENT GRANT	-	-	-	-	19,000	-	-	-	(19,000)
ARG FY 2021 BRADERS	-	-	42,143	-	42,143	-	-	-	-
FY 20 BARMARK STATE GRANT	(54)	-	-	-	-	-	-	-	(54)
FY 20 PLAYGROUND STATE GRANT	25,831	-	-	-	-	-	-	-	-
HIGHWAY GIFTS	44	-	-	-	-	-	-	-	44
HIGHWAY UTILITY APPLICATIONS	16,200	4,150	-	-	-	-	-	-	20,350
STREET/SIDEWALK REFUNDABLE DEP	67,794	6,650	-	-	-	-	-	-	74,444
FY 23 NSTAR GIFT - DPW	-	21,2000	-	-	-	-	-	-	212,000
WATER CONSERVATION GRANT	12,143	-	-	-	-	-	-	-	12,143
EDIED MWIP 2017	255,287	-	-	-	-	-	-	25,267.2	2,415
DIRT ACCT	32,220	-	-	-	-	-	-	-	32,220
TRANSFER STATION GRANT	3,267	-	-	-	2,509	-	-	-	758
BOHTITLESBETTERMENT	796	878	-	-	-	-	-	-	1,674
BOHFLUSHOTTERS	61,400	73,544	-	-	51,265	-	-	-	83,680
BOHGIFTACCOUNT	613	-	-	-	-	-	-	-	613
ESHSCHOOL HEALTH GRANT	-	-	-	128,128	8,165	-	-	5,013	112,917
MWHFSTGRANT	35,390	-	-	-	-	-	-	-	35,390
MDPH REGIONAL HEALTH GRANT FY 22	209,482	-	-	242,875	26,554	-	-	1,445	245,358
FY 23 MASS DEVELOPMENT	-	-	-	35,620	4,801	-	-	-	30,819
COA REVOLVING	62,408	25,711	-	-	22,282	-	1,674	17,650	44,513
COAGIFT FUND	37,627	10,781	-	-	12,682	-	-	110	35,615
ELDER AFFAIRS GRANT	109,792	-	-	48,876	28,125	-	-	-	132,408
FY 20 MAPC COVID-19 TAXITRAN	6,578	-	-	-	-	-	-	2,426	4,152
FY 21 COA BAYPATH ELDER SERVICE	3,165	-	-	-	-	-	-	-	3,165
FY 22 % FF BARMARK GRANT	36,148	-	-	-	9,010	-	-	-	27,138
PREVENT UNDERAGE DRINKING FY 16	500	-	-	-	-	-	-	-	500
STATE AID TO LIBRARIES	106,895	-	-	30,022	1,136	-	-	107	135,674
LIBRARY AUTOMATION ACCT	6,128	-	-	-	-	-	-	-	6,128
LIBRARY GIFTS	7,796	6,101	-	-	1,730	-	-	-	12,167
FY 23 LIBRARY SVCS & TECH ACCT	-	-	-	6,000	6,000	-	-	-	-
FY 21 MASS WORKS GRANT \$29 m	(444,771)	-	-	312,338	43,218	-	-	33,2758	(897,309)
HANNAH WILLIAMS PLAYGROUND	6,267	2,541	-	-	2,757	-	-	400	5,751
RECEIPTS RES-SALE OF CEMETERY LOTS	72,466	24,183	-	-	-	-	-	-	96,649
RECREATION REVOLVING	729,229	975,156	-	-	784,740	-	49,449	57,148	813,047
RECREATION GIFTS	13,019	-	-	-	-	-	-	-	13,019
CLAYPT RING GIFTS	451	-	-	-	-	-	-	-	451
RECREATION ATHLETIC FIELDS	414,284	229,538	-	-	122,062	-	210,465	18,504	292,762
CULTURAL CO UNCIL	8,364	-	-	9,200	11,165	-	-	1,200	5,201
JOAN BACON GIFT FUND	150	-	-	-	-	-	-	-	150
FY 22 WAYLAND HISTORICAL COMM	1,250	-	-	-	-	-	-	-	1,250
FY 22 WILLIAM MCINIS GRANT	1,350	-	-	-	-	-	-	-	1,350
INSURANCE REIMBURSEMENT < 20K	223,252	117,965	-	-	311,539	-	-	4,329	26,499
TOTALS	8,671,744	4,158,669	2,111,061	1,371,635	4,223,014	173	815,988	1,044,669	11,325,820

SCHOOL REVOLVING FUNDS	Balance	Revenues	Fed-Rev	ST-Rev	Expenditures	Transfers		Balance
	July 1, 2022					Out	Encumbrances	
BASE	418,349	1,000,006	-	-	1,036,321	211,330	13,930	156,774
PEGASUS	177,026	199,410	-	-	167,974	-	5,872	20,259.1
TCW	405,960	50,437	-	-	828,916	-	5,696	75,785
TUTORING	(761)	179,656	-	-	135,980	-	-	42,915
ENRICHMENT	(62,688)	7,980	-	-	(74,066)	-	-	19,358
FULL DAY KINDERGARTEN	36,878	39,322	-	-	428,701	-	1,207	29.2
SCHOOL LUNCH	817,502	322,572	471,145	977,456	1,317,090	178,532	160,962	932,090
ATHLETICS	1,282	305,010	-	-	306,167	-	-	125
COACH - ATHLETICS CLUB	18,369	1,200	-	-	915	-	4,073	14,581
ALHTHLETIC GIFT	6,500	-	-	-	-	-	-	6,500
ICE HO CKEY	1,712	14,862	-	-	15,634	-	-	940
HS PARKING FEES	29,927	47,108	-	-	8,377	-	-	68,658
INSTRUMENTAL MUSIC FEES	21,633	64,950	-	-	49,329	-	-	37,254
TRANSPORTATION FEES	220,415	25,240	-	-	406,609	-	541	65,665
BUILDING USE	438	43,661	-	-	35,600	-	3,241	5,258
WPSF	3,140	4,901	-	-	13,077	-	-	(5,036)
BLD YELLOW BUS	130	-	-	-	-	-	240	(110)
LIBRARY COMMISSION LOCAL	1,979	-	-	-	-	-	-	1,979
STEM PROGRAM	-	500	-	-	-	-	-	500
SCIENCE PROGRAM	-	2,000	-	-	-	-	-	2,000
METCO REVOLVING	-	-	-	-	-	-	-	-
GENERAL GIFTS	40,041	(5,974)	-	-	-	-	-	34,067
PROF DEV REVOLVING	2,920	800	-	-	1,800	-	-	1,920
HIGH SCHOOL LOST BOOKS	5,179	7,333	-	-	1,326	-	592	10,594
THEATER ARTS REVOLVING	(613)	-	-	-	(613)	-	-	-
HIGH SCHOOL GIFT	6,815	-	-	-	4,578	-	83	2,153
MIDDLESCHOOL GIFT	14,744	-	-	-	-	-	-	14,744
CLAYPIT HILL GIFT	9,717	26.2	-	-	-	-	-	9,979
HAPPY HOLLOW GIFT	3,384	160	-	-	783	-	-	2,761
LOKER GIFT	3,756	334	-	-	-	-	-	4,090
CHILDREN'S WAY GIFT	5,878	-	-	-	-	-	217	5,662
KANTER GIFT	2,195	-	-	-	-	-	-	2,195
FINE ARTS GIFT	8,194	-	-	-	1,219	-	-	6,975
METCO DONATION	596	765	-	-	-	-	-	1,361
SEPAC GIFT	518	-	-	-	467	-	-	51
MIDDLE SCHOOL LOST BOOKS	486	-	-	-	-	-	-	486
CLAYPIT HILL LOST BOOKS	745	89	-	-	-	-	-	834
HAPPY HOLLOW LOST BOOKS	121	16	-	-	-	-	-	137
LOKER LOST BOOKS	234	36	-	-	-	-	-	270
ELEM STUDENTS COMPUTER MAINT	-	1,240	-	-	-	-	-	1,240
HS STUDENT COMPUTER MAINTENANCE	10,989	49,033	-	-	29,882	-	15,694	14,446
MS LAPTOP MAINTENANCE	90,104	710	-	-	30,623	-	2,649	57,542
FY 21 SURVILLANCE TESTING	22,140	-	-	-	-	-	575	21,565
TEACHER DIVERSIFICATION	-	79.2	-	-	-	-	-	79.2
258A TARGETED SPED IMP	-	-	-	-	-	-	-	-
216 FY TEACHER DIV	713	-	-	6,424	7,137	-	-	-
FY 21 SPCL SUPPO EARMARK GRT	-	-	-	-	25,000	-	-	(25,000)
LAUREN DUNNE ASTLEY MEMORIAL	3,124	-	-	-	225	-	-	2,899
SAFE AND SUPPORT SCHOOLS	-	-	-	-	-	-	-	-
SPED CIRCUIT BREAKER	402,315	-	-	727,105	1,129,419	-	(22,642)	22,642
FY 22 FOUNDATION RESERVE	750	-	-	-	-	-	-	750
FY 16 METCO	(635,452)	-	-	1,631,954	1,069,407	-	6,778	(79,684)
FY 22 SUMMER FC437-COVID	-	-	-	-	-	-	-	-
FY 22 METCO SUPPLEMENTAL	(29,896)	33,78.2	-	-	14,550	-	24,316	(34,980)
FY 22 METCO TARGETED PAC	(842)	-	-	78,422	77,580	-	-	-
FY 23 MASK REIMBURSEMENT	-	-	-	26,033	-	-	-	26,033
FY 22 LITERACY PLANNING	(8,188)	-	-	15,000	9,796	-	9,755	(12,739)
FY 23 INNOVATIVE PATHWATS	-	2,500	-	-	5,951	-	14,989	(18,440)
FY16 94-142 (IDEA)	(158,793)	-	603,182	-	591,480	-	99,977	(247,068)
FY 15 TITLE 11A	872	-	33,437	-	45,128	-	-	(10,819)
FY15-FY 19 SUBSTANCE ABUSE PREVE	(54,788)	-	-	-	-	-	3,637	(58,425)
TITLE III FEDERAL GRANT	4,203	-	8,202	-	10,691	-	-	1,713
FY 21 FOOD SERVICE NUTR EQUIP	(1,881)	1,881	-	-	-	-	-	-
FY 21 SOA EVIDENT BASED PROG	1,000	2,650	-	-	3,650	-	-	-
FY 22 ESSER III GRANT	(235,129)	-	-	320,178	114,332	-	-	(29,283)
FY 22 AMERICAN RESCUE PLAN IDEA	(30,590)	-	-	118,128	10,255.7	-	-	(15,019)
FY 22 IDEA ARP	(12,470)	-	-	-	12,470	-	-	-
FY 23 DEHQ SUMMER LEARNING	-	-	-	100,000	100,000	-	-	-
FY 23 PERKINS V	-	-	-	1,689	-	-	-	1,689
FY15 TITLE I	33,507	-	52,137	-	81,438	-	-	4,205
SPED TRANSITION	-	-	-	-	-	-	-	-
EARLY CHILDHOOD	(11,871)	-	25,801	-	14,030	-	-	(100)
TITLE IVA	(6,463)	-	10,000	-	8,111	-	-	(4,574)
HS STUDENT ACTIVITY	164,650	29,297.7	-	-	251,343	-	-	206,285
TESTING-PAYROLL	21,584	64,495	-	-	61,443	-	241	24,395
MS STUDENT ACTIVITY	137,880	231,801	-	-	249,310	-	-	120,371
CH STUDENT ACTIVITY	10,459	15,483	-	-	13,375	-	-	12,567
HH STUDENT ACTIVITY	22,434	15,303	-	-	21,061	-	-	16,677
LO STUDENT ACTIVITY	10,216	31,822	-	-	29,913	-	-	12,126
TOTALS	1,953,278	4,092,264	1,203,904	4,014,859	8,783,615	389,862	352,623	1,738,206

COMMUNITY PRESERVATION FUNDS	Balance	Transfers/	Revenues	Expenditures	Transfers	Encumbrances	Balance
	July 1, 2022	Adjustments			Out		June 30, 2023
DOCUMENT PRESERVATION	-	-	-	-	-	-	-
STONEBRIDGE RD KAYAK FY 18	-	-	-	-	-	-	-
SWQC WEED MGMT	-	-	-	-	-	-	-
WAYLAND DEPOT FY 18	22,128	-	-	4,900	-	-	17,228
CPA ADMIN	27,348	45,000	-	15,975	-	-	56,373
NIKE SITE - SILOS	-	-	-	-	-	-	-
RAILROAD FREIGHT HOUSE	-	-	-	-	-	-	-
RAIL TRAIL	-	-	-	-	-	-	-
VOKES THEATRE	-	-	-	-	-	-	-
MAINSTONE FARM	-	-	-	-	-	-	-
BOSTON POST RD PRE-PERMITTING	829	-	-	-	-	-	829
STONEBRIDGE RD-AFFORDABLE HOUSING	-	-	-	-	-	-	-
LOKER FIELD ART 14	-	-	-	-	-	-	-
COCHITUATE APPARTMENTS	-	-	-	-	-	-	-
NORTH CEMETERY	-	-	-	-	-	-	-
FIRST PARRISH CHURCH	-	-	-	-	-	-	-
OPEN SPACE REC STM 2015	2,000	-	-	-	-	-	2,000
WAYLAND HOUSING TRUST	-	-	-	-	-	-	-
DUDLEY WOODS ATM 2015	2,500	-	-	-	-	-	2,500
CENTRAL RAILROAD TRAIL ATM 2015	1,455	-	-	-	-	-	1,455
HEARD FARM ATM 2015	24,250	-	-	6,500	-	-	17,750
STONEBRIDGE ROAD ATM 2015	29,272	-	-	-	-	-	29,272
STONEBRIDGE PROJECT ATM 2015	410,707	-	-	2,641	-	23,307	384,759
OXBOW ROAD ATM 2015	-	-	-	-	-	-	-
RESTORE MONUMENTS ATM 2016	-	-	-	-	-	-	-
MAINSTONE FARM ATM 2016	-	-	-	-	-	-	-
COCHITUATE TOWN CLOCK ATM 2016	-	-	-	-	-	-	-
WAYLAND TRUST ATM 2017	-	-	-	-	-	-	-
MAINSTONE FY 2018 DEBT SERVICE	38,528	745,463	-	375,481	-	-	408,510
DUDLEY WOODS ATM 2017	100	-	-	-	-	-	100
MELLEN LAW OFFICE ATM 2017	-	-	-	-	-	-	-
HIRE CONSULTANT ATM 2017	6,978	-	-	-	-	-	6,978
ATHLETIC FIELD OXBOW ATM 2017	-	-	-	-	-	-	0
BRADFORD HALL ATM 2017	-	-	-	-	-	-	-
PILLAR CASTLGATE FY 18	1,896	-	-	-	-	-	1,896
HIGH SCHOOL TENNIS FY 18	-	-	-	-	-	-	-
DUDLEY WOODS FY 18	6,261	-	-	-	-	-	6,261
WAYLAND TRUST FUND FY 18	-	-	-	-	-	-	-
HIGH SCHOOL FIELD ATM 19	-	-	-	-	-	-	-
LOKER PARKING LOT FY19	117,069	-	-	-	-	-	117,069
COW COMMON ATM 19	2,295	-	-	-	-	-	2,295
RESTORE STONE'S BRIDGE ATM 19	300,000	-	-	-	-	-	300,000
FIRST PARISH CHURCH FENCE	-	-	-	-	-	-	-
ARCHED WINDOW COCH APT ATM 19	-	-	-	-	-	-	-
DUDLEY POND BOAT RAMP ATM 19	21,000	-	-	-	-	-	21,000
HOUSING CONSULTANT ATM 19	811	-	-	-	-	-	811
FY 21 HOUSING CONSULTANT	-	-	-	-	-	-	-
FY 21 LIBRARY ADA	110,000	-	-	-	-	-	110,000
FY 21 ACCESSABILITY PLAYGROUND	60,018	-	-	60,018	-	-	-
WESTON AQUEDUCT FY 18	93,200	-	-	79,712	-	13,455	33
LIBRARY ROTUNDA WINDOW FY 18	9,410	-	-	-	-	-	9,410
IMPROVE MEMORIALS & MONUMENTS	-	-	-	-	-	-	-
WAYLAND HOUSING TRUST ATM 19	-	144,820	-	-	144,820	-	-
FY 22 NATIVE PLANTS / POLLINATOR	2,225	-	-	-	-	-	2,225
FY 22 LIBRARY ARCHIVAL DOC	10	-	-	-	-	-	10
FY 22 REHAB 70-74 MAIN ST	125,000	-	-	-	-	-	125,000
FY 22 MILL POND / HEARD / ATH	77,284	-	-	9,800	-	320	67,164
FY 23 27-SHERMAN BRIDGE RD	1,500,000	-	-	1,500,000	-	-	-
FY 23 LAUNCHER WAY	100,000	-	-	-	-	-	100,000
FY 23 FIRE SPRINKLER-89 OXBOW	100,000	-	-	2,800	-	-	97,200
FY 23 HISTORICAL LIBRARY DOCS	19,765	-	-	19,736	-	-	29
FY 23- ATM HEARD FARM	-	7,500	-	-	-	-	7,500
FY 23-ATM-GRAVESTONES CEMETERY	-	260,000	-	-	-	-	260,000
FY 23-ATM-LIBRARY ARCHIVAL	-	41,550	-	-	-	-	41,550
FY 23-ATM-COCHITUATE BALL FIELD	-	150,000	-	-	-	-	150,000
FY 23 ATM TOWN BEACH	-	147,500	-	-	-	-	147,500
FY 22 ACTIVITY			1,453,460	2,077,564	144,820		(768,924.09)
BEGINNING PROJECT BALANCES	3,212,339	1,541,833					4,754,171.27
BEGINNING UNDESIGNATED FUND BAL	1,058,926	(1,541,833)				37,082	(482,906.27)

TRUST FUNDS	Balance July 1, 2022	Transfers/ Adjustments	Revenues	Expenditures	Transfers In	Transfers Out	Encumbrances	Balance June 30, 2023
STABILIZATION FUND	4,338,273	-	208,669	179	-	-	-	4,546,763
NON-INSURANCE FUND	26	-	-	-	-	-	-	26
RECREATION STABILIZATION	189,160	-	-	-	-	189,160	-	-
CAPITAL STABILIZATION	132,914	-	-	-	1,000,000	-	-	1,132,914
OPEB	24,315,031	-	1,411,700	-	530,254	-	-	26,256,985
VANGUARD TRUST	4,304,371	-	487,190	81,429	-	-	-	4,710,132
WAYLAND HOUSING TRUST	1,328,461	-	5,126	7,400	144,820	-	-	1,471,007
TOTALS	34,608,235	-	2,112,685	89,008	1,675,074	189,160	-	38,117,826

EDUCATION AND LIBRARY

School Committee

MISSION STATEMENT OF THE WAYLAND PUBLIC SCHOOLS

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.

OVERVIEW AND HIGHLIGHTS FROM THE YEAR

In 2022-2023, students and staff returned to the classroom without COVID related protocols and participated in many activities that had not been offered fully during the pandemic. Administration and staff worked tirelessly to re-acquaint students with classroom norms, bridge learning gaps, and address social and emotional needs that resulted from the pandemic and beyond.

“Every Child, Every Day” continued to be the motto to the community for the school year and the School Committee worked to encourage that effort. Together with the administration, the School Committee continued to strive to fully support the academic and social/emotional growth of each child.

Highlights of the year include the new Language Based Program at Claypit Hill School, approval of bus parking at the Town Building, piloting of the new K-5 Writing Program “Empowering Writers”, selection of the new K-5 Math Program “Bridges”, expansion of the METCO program to The Children’s Way (TCW), establishing and funding a Special Education Reserve Fund, and ratification of a three year contract with the Wayland Teachers Association. Additionally, the District welcomed Claypit Hill School principal Emily Charton, TCW director Abigail Dressler, and METCO director La Toya Rivers.

BUDGET in REVIEW

FY23 Operating and Capital Budgets

*Pursuant to Preliminary FY23 REPORTS

The Town of Wayland appropriated a sum of \$47,164,771 to fund the operating budget of the Wayland Public Schools for the 2022-2023 school year and a total of \$46,833,066 was expended. FY23 saw a dramatic increase in Special Education (SpEd) expenses largely due to the number of students placed out of District compared to what was budgeted. As a result, all SpEd prepay and Circuit Breaker funds were fully utilized leaving no funds to rollover to FY24 and setting up an extremely tight FY24 budget. Establishing and funding the SpEd Reserve Fund in FY23 will help begin to level the impact of fluctuating SpEd expenses to the operating budget.

The School Committee continues to recognize the importance of adequately maintaining the District’s capital assets knowing that many capital projects have been deferred in the past. Capital Improvement Projects for FY23 include the substantial completion of the Loker School Roof project, replacement of flooring districtwide, replacement of the Loker School chair lift, replacement of certain fire alarm panels, and the purchase of districtwide custodial equipment.

FY24 Operating and Capital Budgets

The Town has funded a FY24 School operating budget of \$48,803,195 to educate 2796 students. This is an increase of \$1,638,425 or 3.5%, over FY23. As the Schools' utilities were moved from its operating budget to the Town's unclassified budget line item for FY24, the adjusted-comparable appropriation is \$49,876,695, an increase of \$2,711,925 or 5.8%. COLA increases are not included in this appropriation and are carried in the Town's reserve fund.

The FY24 School capital budget funds Capital Improvement Projects totaling \$688,600 including safety investments and the necessary upkeep of the District's capital assets.

The School Committee recognizes its great responsibility to the community and is fully committed to providing high quality educational programs and supporting the overall growth of our students while respecting the fiscal constraints facing residents and balancing the needs of other Town departments. The School Committee continues to encourage innovation, momentum, and equity in our educational and technological offerings while at the same time taking concrete steps to address the need for sustainable spending given the larger financial realities in Wayland. The School Committee worked closely with the administration to meet the FY23 budget and develop an FY24 budget to achieve this end.

CONCLUSION

The School Committee is extremely thankful for the tireless work of the administration and staff to support, care for, and teach each child, every day in this District. The School Committee recognizes and appreciates the continued efforts, contributions, and support of various individuals, local organizations, and the Wayland community who continue to play a vital role in the support and success of the Wayland Public Schools.

Board of Library Trustees

LIBRARY BUDGET AND HOURS

In FY2023, the Town granted the Library a budget of \$1,258,343, allowing us to build our collections, increase teen programs, and maintain a schedule of 67 hours per week during most of the year and 60 hours per week during July and August. The value of the items circulated by the Library during this fiscal year was \$4,032,206.38. This translates to an approximate Return On Investment (ROI) of 220%.

STRATEGIC PLANNING

In FY2023, we made additional progress towards our Strategic Plan goals by expanding and updating our collections, collaborating with other town departments and area libraries on programming, and expanding our programming venues. While our print holdings did not increase significantly, the Library's downloadable offerings grew by 20%.

PERSONNEL

Sandy Raymond, Library Director for the past six years and 20-year staff member, retired at the end of June. Andrew Moore, Assistant Director, served as Acting Director until a new Director could be hired. The Trustees appointed a Screening Committee consisting of Aida Gennis, Chair; Leah Hart; Andy Moore; Amy Conway; Meredith Tobe; and Vicki LaFarge. The Trustees also hired consultant Jennifer Harris to assist in finding Director candidates. The Library, working closely with Human Resources, continued to consolidate and update library staffing and job descriptions.

BUILDING AND GROUNDS

The area around one of the Round Room windows was repointed, which seemed to stop a rainwater leak. The repair and maintenance project approved at 2022 ATM included repointing the exterior masonry. We also improved the layout in the Technical Services room on the lower level. While there is still an overall space shortage, each staff now has a desk and workspace. The Department of Public works removed the rust from and repainted the wrought-iron fencing by the front door, making it look like new. Parking capacity remains problematic, especially

during special library events. We hope to work further with town officials to better accommodate patron, staff, and trail user parking needs in the coming year.

TECHNOLOGY

The major telecommunications project that was interrupted by the pandemic was temporarily stalled due to global supply issues, however, Town IT Director Mike McCann informed us our new WiFi equipment and the replacement of our outdated phone system with a Voice Over Internet Protocol (VOIP) system was back on track allowing this project to be completed in the fall. We began using one of our hotspots as a temporary fix to compensate for the unreliable wireless Internet connectivity. After showing signs of increasing decrepitude, all three digital displays were replaced and the connections upgraded by AdTech. Partnering with the Recreation Department, we acquired a Jackery portable power source. Finally, and perhaps most notably, we undertook a wholesale redesign of our website working with web design firm Stirling Brandworks. The result is a faster, cleaner site that is more attractive, more intuitive and easier to navigate.

LIBRARY COLLECTIONS AND SERVICES

The Library’s response to COVID-19 may have permanently altered the way we serve our patrons. Curbside pickup is now a part of our service model. Library programs are delivered in-person, virtually, and hybrid. Many programs can be viewed later as recordings. In temperate seasons, Youth Services offers outdoor programs (several at the Hannah Williams Park) to accommodate families who still avoid indoor events. We also offered programs in other areas of the Library, including several author events in the Round Room, and a few highly attended programs in the Library’s North Wing. ESOL conversation groups met in various areas, often in the East Mezzanine. These diverse options have expanded our program audience by 44% over FY22 and we returned to pre-pandemic (and pre-virtual) programming levels. Total circulation numbers, while having dipped very slightly from last year, are still strong. Print materials circulate nearly twice as much as non-print materials. We enhanced circulation service with 50 sturdy red canvas bags that patrons are able to check out when they have a large stack of books. These replace the less environmentally friendly plastic bags that we had been offering. Please see the chart below reflecting some of our key usage metrics from the past three fiscal years.

Library Usage	FY21	FY22	FY23
Total Circulation	218,382	283,342	276,179
Total Library Visits	24,549	58,733	70,102
Total Program Attendance	4,960	4,840	8,979
Total Number of Programs	352	350	552
Total Electronic Usage	46,980	50,120	53,783
Total Reference Transactions	4,601	8,138	7,852

LOCAL HISTORY COLLECTION

The Library has received two major Community Preservation Act grants: \$19,765—approved at 2022 Annual Town Meeting—to conserve, digitize, and house five historic items (including an original issue of Lydia Maria Child’s abolitionist newspaper); and \$41,550—approved at 2023 ATM—to digitize our Wayland Town Crier microfilm and conserve and digitize the Library’s first record book, from 1850. We also commemorated the 175th anniversary of

our founding with a new history of the Library written largely by three History PhD students from Brandeis University, resulting in a book designed by staff member Emily Kristofek and printed by Concord Press, as well as a new page on the Library website commemorating our 175th anniversary. The students were supported by a grant to Brandeis from the Mellon Foundation. We also received a \$6,000 Library Services and Technology Act (LSTA) grant to support five exhibits in a project (still in progress) called ***Wayland in the Mirror: History and Diversity in Focus***. We bought an exhibit case for our archival materials and a vitrine for more three-dimensional displays. Finally, a Fellow supported by the Massachusetts Roving Archivist program spent 60 hours organizing three collections of our historic photographs.

175TH ANNIVERSARY CELEBRATION

We held two very popular programs to celebrate the Library's establishment in 1848. The first featured talks by the three Brandeis scholars (see above) and UConn Professor Emeritus Dr. Robert Gross, who spoke on the Library's unique history as a pioneering library. The second, more festive, program offered cupcakes and an ice cream truck, face painting and kids' crafts, music from a jazz band led by Andy Moore and the WHS Honors Jazz Ensemble, and remarks extolling the library by Trustee Chair Aida Gennis, Andy Moore, and three WHS students.

YOUTH SERVICES

360 children and 52 teens participated in the 2022 Summer Reading program. The Children's Room expanded its Spanish language collection, doubled its collection of launchpads, added Wonderbook Read-alongs, and videogames. Youth services staff visited the schools, collaborated with the Recreation Department, and Family ACCESS Early Literacy Services, to bring our programming outside the library.

FRIENDS OF WAYLAND LIBRARY

Our steadfast Friends organization continues to provide funding for nearly all library programs, as well as museum passes, which are not supported by the Library's appropriation from the Town. The pandemic made it impossible for them to hold their semi-annual book and bake sales in the Town Building. After a year of improvisation, in the spring they established an ongoing sale in the Raytheon Room, in a creative arrangement that still allows use of the room as a meeting space. This has proven extremely successful, with strong sales and good community response. The narrow hallway in which they used to have to sort and box is now used for sorting library deliveries.

TRUST AND GIFT FUNDS

The Library is the beneficiary of bequests and private donations, some of which have dedicated purposes and may be tapped by the Trustees for non-operational expenditures. The Janet Tucker Swain Memorial Collection provides funds for materials for young adults (ages 12-17) and this year paid for new materials in our growing teen collection. The Millennium Fund, established to sustain excellence in library services and to provide a supplementary source of support for the Library, contributed to the stipend for the ESOL director, and speaker fees for the Wayland Reads program. It also paid for a fully redesigned website with new content and improved functionality. The Marian Draper Fund paid for the production of the 175th Anniversary book, a history of the Library; the Fund also covered a financial shortfall for the Friends of the Library, thus allowing our programming to continue through the rest of the Friends' fiscal year, which runs October - September. Library trust funds are managed by the Trust Fund Commission. The expenditures from all trust and gift funds for FY2023 totaled \$19,736.00.

AN APPRECIATION

The Town is fortunate to have a talented, experienced, and dedicated Library staff. The Library also has a wonderful group of volunteers, who routinely devote much time and effort to making our Library a vibrant information and community center. In addition, we extend a heartfelt thanks to the Wayland Garden Club, which has been providing weekly floral arrangements for our Circulation Desk for a full century. The Club also tends the garden alongside Concord Road. Our deepest appreciation, of course, goes to the citizens of Wayland, whose continued support has enabled us to provide our community with exemplary Library service for more than 175 years!

BOARD OF LIBRARY TRUSTEES

Aida A. Gennis, Chair

Leah Hart, Vice-Chair

Win Treese

Elisa Scola

Judy Dion, Secretary

Elaine Donnelly

Andrew Moore, Acting Library Director

SUMMARY OF LIBRARY STATISTICS, FISCAL YEARS 2022 AND 2023

	<u>FY2022</u>	<u>FY2023</u>
<u>CIRCULATION</u>		
<u>ADULT/YA</u>		
<u>Print</u>	<u>68,266</u>	<u>69,038</u>
<u>Non-Print</u>	<u>26,086</u>	<u>23,230</u>
<u>CHILDREN</u>		
<u>Print</u>	<u>90,789</u>	<u>87,205</u>
<u>Non-Print</u>	<u>5,025</u>	<u>5,273</u>
<u>DOWNLOADABLE</u> <u>(TEXT+AUDIO+VIDEO)</u>	<u>50,056</u>	<u>61,624</u>
<u>TRANSFERS TO OTHER</u> <u>MLN LIBRARIES</u>	<u>43,080</u>	<u>37,769</u>
<u>TOTAL CIRCULATION ACTIVITY</u>	<u>283,342</u>	<u>276,179</u>
<u>WAYLAND ACQUISITIONS</u>		
<u>PRINT</u>	<u>7,935</u>	<u>7,070</u>
<u>NON-PRINT</u>	<u>648</u>	<u>508</u>
<u>TOTAL ITEMS ADDED</u>	<u>8,583</u>	<u>7,578</u>

OTHER METRICS

<u>REGISTERED BORROWERS</u>	<u>7,587</u>	<u>7,437</u>
<u>Wayland resident card holders</u>		

<u>REFERENCE QUESTIONS</u>	<u>8,138</u>	<u>7,852</u>
----------------------------	--------------	--------------

<u>YOUTH & ADULT PROGRAMS HELD</u>	<u>350</u>	<u>522</u>
--	------------	------------

	<u>FY2022</u>	<u>FY2023</u>
<u>TOTAL PROGRAM ATTENDANCE</u>	<u>4,960</u>	<u>8,979</u>

<u>WEEKLY LIBRARY VISITS (AVERAGE)</u>	<u>1,129</u>	<u>1,348</u>
--	--------------	--------------

<u>FINES COLLECTED</u>	<u>\$255.31</u>	<u>\$655.14</u>
------------------------	-----------------	-----------------

TRUST FUND BALANCE (as of 6/30/2022)

<u>THE MILLENNIUM FUND</u>	<u>\$1,111,320</u>	<u>\$1,227,392.81</u>
----------------------------	--------------------	-----------------------

<u>OTHER FUNDS</u>	<u>\$594,954</u>	<u>\$648,944.34</u>
--------------------	------------------	---------------------

<u>TOTAL FUNDS BALANCE</u>	<u>\$1,706,274</u>	<u>\$1,876,337.15</u>
----------------------------	--------------------	-----------------------

¹SUMMARY OF LIBRARY STATISTICS, FISCAL YEAR 2021

²FY 2021

CIRCULATION

ADULT/YA

<u>Print</u>	<u>42,340</u>
<u>Non-Print</u>	<u>15,243</u>
<u>CHILDREN</u>	
<u>Print</u>	<u>50,417</u>
<u>Non-Print</u>	<u>2,631</u>
<u>DOWNLOADABLE (TEXT+AUDIO+VIDEO)</u>	<u>56,568</u>

¹ FY21 is included due to it being omitted from the FY22 Annual Report.

² Due to COVID-19, the Library building was open for 36 weeks.

<u>TRANSFERS TO OTHER MLN LIBRARIES</u>	<u>60,810</u>
<u>TOTAL CIRCULATION ACTIVITY</u>	<u>288,009</u>

SWAYLAND ACQUISITIONS

<u>PRINT</u>	<u>7,249</u>
<u>NON-PRINT</u>	<u>684</u>
<u>TOTAL ITEMS ADDED</u>	<u>7,933</u>

OTHER METRICS

<u>REGISTERED BORROWERS Wayland resident card holders</u>	<u>7,777</u>
<u>REFERENCE QUESTIONS</u>	<u>4,601</u>

<u>YOUTH & ADULT PROGRAMS HELD</u>	<u>352</u>
--	------------

<u>TOTAL PROGRAM ATTENDANCE</u>	<u>4,840</u>
---------------------------------	--------------

<u>³WEEKLY LIBRARY VISITS (AVERAGE)</u>	<u>506</u>
--	------------

<u>⁴FINES COLLECTED</u>	<u>\$532.17</u>
------------------------------------	-----------------

TRUST FUND BALANCE (as of 6/30/2021)

<u>THE MILLENNIUM FUND</u>	<u>\$1,022,850</u>
----------------------------	--------------------

<u>OTHER FUNDS</u>	<u>\$540,510</u>
--------------------	------------------

³This 2021 figure is based on the 36 weeks the Library building was open to the public both with and without appointments.

⁴Fine money collected by the Library is turned over to the Town's General Fund.

<u>TOTAL FUNDS BALANCE</u>	<u>\$1,563,360</u>
----------------------------	--------------------

PLANNING AND NATURAL RESOURCES

Conservation Commission & Conservation Department

Overview

The Conservation Commission and Conservation Department are the municipal entities responsible for protecting and managing Wayland's natural resources and conservation properties. The Conservation Commission is a seven-member volunteer board appointed by the Board of Selectmen. Between July 1st, 2022 and June 30th, 2023, the Conservation Commission consisted of:

- Sean Fair, Chairperson
- Barbara Howell, Vice Chairperson
- Joanne Barnett
- John Sullivan
- Luke Legere
- Jennifer Pearlman
- Thomas Davidson.

The Conservation Department consists of three full-time staff members:

- Linda Hansen, Conservation Director
- Monica Rivas, Department Assistant
- Brian Harris, Land Manager.
 - Sloane Wendel, an Environmental Science student at Purdue University, joined the Conservation Department as a part of the Seasonal Land Management Crew to assist with summer restoration projects and stewardship of Conservation properties. Katrina Moulton returned in Winter 2022 to assist with establishment of restoration areas.
 - Acima Cherian prepared a draft report including statistical analyses of her findings and methods of her Bobolink studies conducted in Summer of 2022. The study was focused on monitoring the populations and breeding behaviors of the threatened Bobolink, a target species for many ongoing restoration projects. She continued to monitor the nesting success of local Bobolink populations on a voluntary basis in Summer of 2023.

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 (Ch.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 (Ch. 193).

Permitting

The Administration and enforcement of the WPA and both the Ch. 193 and 194 Bylaws accounts for a major portion of the efforts of the Commission.

Over the course of 19 Conservation Commission Meetings, the Commission opened 21 Public Hearings under the WPA and Ch. 194; one hearing was opened for an ANRAD, and one to Amend. They held 68 continued hearings and closed 18. Under their permitting authority, the Commission issued:

- One Amendment for Existing Orders of Conditions (OOC)

- 17 OOC under the WPA and Chapter 194.

There were 26 Public Meetings for Request for Determinations of Applicability (RDA). Under their permitting authority, the Commission issued:

- Three permits under Ch. 194 only.
- 11 negative findings under both the WPA and permits under Ch. 194.

The Commission received 38 requests for Certificates of Compliance (COCs). They issued 30 complete, 6 partial and deferred 2.

The Commission received 4 requests for Extensions, 4 were issued.

The Commission received 15 projects under Ch. 193. Under their permitting authority, the commission:

- Issued 14 permits
- Continued projects 11 times

Compliance issues and serious violations of the WPA and Ch. 193 and 194 Bylaws continue to be a dilemma. A number of enforcement orders were issued and later ratified by the Commission. Work within 200 feet of any streams and/or within 100 feet of wetlands is subject to review by the Conservation Commission before commencing.

Other

The following topics were discussed at Conservation Commission meetings:

- Joanne Barnett retired from the Commission after 8 years of service. John Sullivan retired from the Commission after an incredible 40 years of service. Both members were valuable members of the team and we thank them for their time, wishing them the best.
- The creation of a social media account for the Commission, @waylandconservation, run by Dept. Assistant Monica, provides an avenue for educating the public. Please follow us for your weekly dose of nature photography and appreciating our 1200+ acres of beautiful open space!
- The Conservation Commission acquired a new parcel located at 27 Sherman's Bridge Road with the help of CPC funding. This 8.3 acre parcel abuts Castle Hill and Trout Brook Conservation Areas; it will serve as a critical corridor connecting the existing network of open space parcels and Conservation trails, and will help reroute a safer Bay Circuit trail.
- The Conservation Commission accepted the donation of three undeveloped parcels in the Town Center area, near the location of the former Raytheon tower. These will serve as a key node for connectivity between the Council on Aging building and existing Conservation trails.
- The heavy rain revitalized the Shallow Emergent Marsh habitat at Cow Common. Shorebirds such as Killdeer, Least Sandpiper, and other threatened birds were recorded using the area this year, which had not been seen at Cow Common for over a century.
- Meetings were still being held remotely for the 2022-2023 year.



Community Preservation Committee

The Wayland Community Preservation Committee (CPC) is a nine-member committee, one member each from the Conservation Commission, Historical Commission, Housing Authority, Planning Board, Board of Public Works, and Recreation Commission, and three appointed by the Select Board. In the fall and early winter, the CPC accepts and reviews applications for potential community preservation projects. After review and evaluation, the CPC submits recommendations to Town Meeting for approval of spending Community Preservation Act (CPA) funds. CPA funds can only be used for open space, historic preservation, community housing, or certain recreation projects. With only one exception in the Wayland CPC's history that relied on borrowing against future revenue (Mainstone Farm conservation restriction), CPA-funded projects utilize funds already collected. CPA projects do not add to the Town's tax rate.

In FY23, the Town collected \$1,056,734 from the residential property tax surcharge; \$387,171 from the State Trust Fund; and \$8,642 in interest for a total of \$1,452,547.

In this fiscal year, the CPC received six proposals for projects that qualified for CPA funding. One proposed project did not meet the criteria for CPA funding so was withdrawn. An application to fund a consultant for the Town's Open Space and Recreation Plan was not brought to Annual Town Meeting (ATM) because studies and plans are funded through the CPA Administrative Fund.

The CPC voted to recommend six articles for consideration at the 2023 ATM, including the five projects described below. ATM approved all CPC-recommended projects. ATM also approved the standard article required by the CPA to set aside for later use \$144,821 into each of the required funds – community housing, historic preservation, and open space – and voted to transfer \$144,820 for community housing to the Wayland Municipal Affordable Housing Trust Fund (2023 Article 15), where it retains the same restrictions as if it stayed in the CPA Fund. ATM also voted to set aside \$373,231 for debt service payments for the Mainstone Farm Conservation Restriction and \$25,000 in funds to be used for administrative needs (2023 Article 15).

These are the projects approved by 2023 Annual Town Meeting.

- For open space preservation: \$7,500 for the Conservation Department to create new habitat as recommended in the land management plan at the Heard Farm Conservation Area (which was funded through the CPA). (Article 16)
- For historic preservation: Based on a CPA-funded conditions assessment, the Historical Commission's extensive project will restore, conserve, and/or clean more than 1,400 gravestones in the oldest sections – dating as far back as 1643 – in the North, South, and Lakeview Cemeteries. The Town authorized up to \$260,000 for the project. (Article 17)
- For historic preservation: The Wayland Free Public Library proposed two projects to continue its effort to preserve and digitize unique materials in the collection. Town Meeting approved \$41,550 to (1) conserve and digitize the First Record Book of the Wayland Library, dating from 1850, and (2) digitize the town's newspapers for the period 1935-2022. (Article 18)
- For recreation: The Recreation Department will be using up to \$150,000 to rehabilitate and improve the outdoor court abutting the Cochituate Ball Field, resulting in a more multifunctional court. (Article 22)
- For recreation: The Recreation Department will improve the entrance area at Wayland Town Beach and rehabilitate fencing around the perimeter, with funding authorized to \$147,500. (Article 23)

After ATM, the CPC approved a request from the Wayland Historical Society for \$17,500 from the Administrative Fund for a structural analysis of the Grout-Heard House.

The 2022 ATM (Article 22) had approved \$100,000 for expenses and authorized borrowing up to \$4 million to acquire the former military housing property referred to as Launcher Way. The Town's bid of \$2,300,000, reflecting the property's appraised value, was the second-highest bid and not successful.

Because the high bidder did not close on the property for several months, Town affordable housing advocates held out hope that the opportunity to purchase the property might pass to us. Before the end of FY2023, however, the new owner acquired the property. The CPC and Select Board will ask the 2024 ATM to revoke its 2022 authorization for borrowing.

The CPC thanks the townspeople for their continued support of the CPA and the projects that we are able to accomplish to improve the quality of life in Wayland through the Community Preservation Fund.

Committee Membership: Susan Weinstein, Chair (Housing Authority); Doug Stotz, Vice Chair (Select Board appointee); Maureen Cavanaugh, Clerk (Select Board appointee); Sherre Greenbaum (Board of Public Works); Ira Montague (Planning Board); Kay Gardner-Westcott (Historical Commission); Kelly Pierce (Recreation Commission); and John Sullivan (Conservation Commission). (There is a vacant Select Board appointment seat at the close of FY23.)

Planning Board

Planning Board's Mission

The Planning Board is an elected six-member board established under M.G.L. Ch. 41, Sec. 81A and is comprised of five full members and one associate member. The Board is responsible for:

- Subdivision Review: Adopting regulations for and administering the dividing and subdividing of land into building lots and other parcels.
- Special Permit Review: Authorizing the use of certain land and construction of buildings and structures in special purpose zoning districts expressly provided for in Wayland's Zoning Bylaws.
- Site Plan Review: Reviewing development proposals to ensure they conform with design guidelines and other specific criteria spelled out in Wayland's Zoning Bylaws.
- Scenic Roads: Administering the Scenic Road Bylaw which helps the Town preserve the scenic and rural character of specifically designated roads. Review is triggered by a proposal to cut or remove trees on those roads or to tear down or destroy stone walls all within the Town's right-of-way.
- Planning: Undertaking comprehensive as well as site-specific planning efforts for the Town's future development including the making of Master Plans.
- Zoning: Drafting (and revising) the town's zoning bylaws that establish, among other things, zoning districts, the size of lots within each district and the permissible uses, setbacks and lot coverage within each district.
- Official Map: Preparing an official map of the public and private ways and public parks within the town.
- Reports: Reporting to the Town annually regarding the condition of the Town.

Highlights of FY23

The Board met 31 times between July 1, 2022 and June 30, 2023 with most meetings held via a virtual platform.

The Planning Board addressed new applications and requests for revisions to existing permits, participated in planning initiatives, and analyzed sections of the Town's Zoning Bylaws to assess whether amendments were needed. Highlights of the past year follows:

- **Approval Not Required Plans**
 - 221 Old Connecticut Path – Change of lot lines
 - PB #22-01 - 29 & 33 Claypit Hill Road – Change of lot lines
 - PB #23-05 - 59 Claypit Hill Road – Change of lot lines
 - PB #23-06 - 37-39 Barney Hill Road – Change of lot lines
- **Special Permit Review**
 - 526 Boston Post Road (Earth Well Farms, LLC): The Planning Board approved with conditions the operation of a Medical Marijuana Treatment Center for the cultivation, product manufacturing, and sale of medical marijuana and marijuana products. The facility is to be housed in an existing office building located in a Limited Commercial District and the Medical marijuana overlay district.
 - Pb #23-01 - 60 Shaw Drive -- Conservation Cluster Development Special Permit & Subdivision Road: The Planning Board held numerous hearing sessions on an application for a 5-lot Conservation Cluster Development on 8.69 acres and, at year end, the application was still under review.
 - Pb #23-02 - 105 Plain Road – Amendment To Conservation Cluster Development Special Permit: The Planning Board amended a previously issued Conservation Cluster Development special permit to allow lot 1 to be conveyed prior to recording a M.G.L. Ch. 184, Sections 31 - 33 Conservation Restriction.
 - Pb #23-03 – 4, 8, 14 Andrew Avenue & 365 Boston Post Road (Council On Aging/Community Center): Public hearing commenced on a request for an amendment to the January 17, 2008 Wayland Town Center Mixed-Use Project Master Special Permit and for phase i site plan approval for a proposed Council On Aging/Community Center building and associated improvements in the mixed-use overlay district. At year end, the application was still under review.
- **Site Plan Review**
 - Pb #23-04 - 533 Boston Post Road (Herb Chambers): Advisory review, per Wayland zoning bylaw §198-603 site plan review, of an application pending at the Zoning Board Of Appeals (ZBA case #23-01) for expansion of an existing building.
 - Pb #23-07 - 124 Cochituate Road (St. Ann's Senior Village): Advisory review of an application for a M.G.L. Ch. 40b Comprehensive Permit submitted to The Zoning Board Of Appeals to construct a building consisting of 60 deed-restricted affordable rental units.
- **Scenic Roads**
 - 202 Glezen Lane – the Board approved with conditions the removal of a 14-foot section of an existing stone wall located within the Glezen Lane right-of-way in front of 202 Glezen Lane in order to allow for construction of a new driveway opening.
- **Planning**
 - Route 20 Corridor Master Plan: – the Planning Board and consultant Beta Group, Inc. held a public forum in mid-winter to solicit ideas from the community on possible enhancements and potential zoning changes to re-invigorate the Route 20 Corridor. Follow-on work is in progress.
 - The Board has participated in discussions on the following projects or properties: a possible 40B development at 297-311 Boston Post Road and a proposed day care on Boston Post Road in Weston on the Wayland town line.

- **Zoning**
 - MBTA Communities As-of-Right Multi-Family Zoning – The Planning Board, together with its consultant, the Barrett Planning Group, began the process of coming into compliance with the recently enacted M.G.L. Ch. 40A, Sec. 3A. The Town timely submitted an Interim Compliance Action Plan and, among other things, the Board has been analyzing potential areas in town to zone for multi-family housing and has begun the process of considering bylaw amendments and site plan review requirements. The Board held a community forum in December to explain the requirements of the new law.
 - Conservation Cluster Development Regulations – The Board amended its Conservation Cluster Development regulations to reflect bylaw changes approved at the 2022 Annual Town Meeting.
 - Ground-mounted Solar Facilities – Work has begun on crafting a zoning bylaw to allow for installation of ground-mounted solar facilities.

The Board is staffed by Robert Hummel, our new Town Planner who joined the Town on Sept 12, 2022.

Planning Board Members:

Anette Lewis, Chair	Ira Montague
Jennifer Steel, Vice Chair	Larry Kiernan
Daniel Hill	Prashant Shukla, Associate Member

Economic Development Committee

The Wayland Economic Development Committee (EDC) was established by the Select Board 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.

During FY23, EDC continued to pursue goals to boost the long-term economic vitality of Wayland commercial districts, specifically:

- Improve Route 20 Corridor
 - EDC continued to advocate for much-needed master planning to revitalize the Route 20 Wayland Center corridor. Master planning contracts were approved by the Select Board in FY22 and design work began in FY23 for:
 - Sidewalks and curb cut layout design, in anticipation of MADOT repaving, and/or a TIP (Transportation Improvements Program) funding application
 - Overall master planning for Wayland Center, with the goal of eventual rezoning
- Study and review will be ongoing in FY24 by DPW and the Planning Board.

- Alta Oxbow (see update below) activated as a user of the Route 20 Wastewater Management District (WWMD) in FY23. Tying the Alta Oxbow project into the WWMD made the system more cost-efficient for all users, as well as increased the overall discharge capacity of the system. As a result, some additional sewer capacity has now been unlocked for Wayland Center, a critical input for revitalization of the corridor.
- EDC reviewed Mill Creek's proposed 40B project at Wayland Village (ex-Whole Foods site) in FY23. EDC strongly recommended that ground-floor commercial be included to complement the overall Route 20 corridor; Mill Creek declined, which was a point of concern, amongst larger community project concerns of size, scale, sewer and flooding.
- EDC actively supported, or pursued efforts for, increased vitality at Town Center:
 - Approval of Council on Aging / Community Center (COA/CC), as an integral new use and group of users for Town Center
 - COA/CC plans were approved by the Planning Board in August 2023
 - Implementing Shared Streets grant funds to secure street furniture for Elissa Ave.
 - In process with Town Center; goal spring/summer 2024 completion
 - Establishing streamlined Town Green user rules/process to spur community use
 - In process with Recreation Department, goal spring/summer 2024
 - Potential summer beer garden
 - Initial limited trial run efforts in 2023; goal of full-summer use in 2024.
- EDC continues to explore a potential Route 20 (or larger Wayland) Business Improvement District, or similar working group, to spur commercial events, activity and improvements.
 - EDC has created a database of all Route 20 business contacts, and researched options. Efforts to continue in FY24.
- Improve Cochituate Properties along Route 27
 - An EDC-sponsored article was approved at 2021 Town Meeting for CPA funds to restore the historic façade of 70-74 Main St (across from Hannah Williams Playground), to help improve quality of the overall commercial district. Goal for work to start in FY23 remained delayed due to property owner family COVID impacts; looking ahead to FY24.
 - Outreach continued in FY23 regarding the empty gas station at the corner of Main and West Plain, to encourage redevelopment of the site. No consistent progress this year by the out-of-state corporate owner, but EDC will continue to track and advocate.

In FY23, EDC also pursued other new economic development interests across Wayland:

- MBTA Communities legislation – EDC is encouraging Wayland to creatively and proactively comply with the new law, to help spur targeted, reasonable growth. The Planning Board is due to craft and implement new zoning via Town Meeting as required by year-end 2024.
- St. Ann's affordable housing – EDC supported St Ann's Village, a 60-unit, modestly-sized, well-designed and 100% deeply affordable project (all 30%-60% Area Median Income units, which nicely complement Alta Oxbow's 80% AMI units) to be developed by POUA, the Archdiocese's non-profit affordable housing organization.
 - St. Ann's Village was approved by ZBA in July 2023, at which time its units were added to Wayland's affordable housing count. Wayland is now back above 10% affordability at a minimum through 2025, and ideally all the way through 2030 census, if St. Ann's successfully pulls a building permit within one year of ZBA approval.

- Self Storage Project in Cochituate – EDC began exploring creative solutions to balance this proposed revenue growth use with community goals and Cochituate village feel. Ongoing.

Alta Oxbow (River's Edge) Update

Alta Oxbow, after many years of efforts, finally opened in FY23! Construction on the 218-unit project started in FY21 with Wayland collecting approx. \$1.8 million in land sale proceeds and \$829,000 in building permit fees. The first of the three buildings, delayed from summer 2022 due to supply chain issues, opened in October. The remaining two buildings opened in subsequent months. By the end of FY23, the project was complete and approaching latter stages of lease-up, with many residents moved in.

The Town expects approx. \$1 million in new tax revenues *per year* once the project is fully occupied. FY23 assessment included increased value of construction in place as of 1/1/22. FY24 will see further increase for the essentially completed property on 1/1/23, partially occupied. FY25 will be the first fully-stabilized tax year.

In May 2021, MA Department of Housing and Community Development (DHCD) approved Alta Oxbow's units as affordable, so Wayland officially vaulted from 5% to 11% affordability, based on 2010 census data. [The Town's two-year safe harbor, awarded for approving Alta Oxbow, ended May 2023; with increased 2020 census data, plus Mahoney's 40B having fallen off Wayland's affordable count, the Town risked dropping below 10%. Approval of St. Ann's Village restored Wayland back to above 10%.]

Alta Oxbow is representative of a creative, proactive solution to harness responsible growth to meet Town goals and needs: creating affordable housing, blocking unfriendly 40B's, cleaning up a contaminated site at no cost to the Town, increasing the Town's tax base and generating new revenues. The Town also was awarded \$4.6 million in MassWorks funds for Route 20 wastewater piping, as well as improving and extending water lines in the entire Route 20 Wayland Center corridor.

EDC WILL CONTINUE TO EXPLORE WAYS FOR RESPONSIBLE GROWTH TO SUPPORT THE TOWN'S TAX BASE AND GOAL.

Design Review Board

The purpose of the Design Review Board is to issue an advisory opinion to the Building Commissioner, Special Permit Authority, Board of Appeals and or the Planning board based on the approved design guidelines that enhance, protect and promote development consistent with the Wayland's Master Plan.

The quality and character of a community is dependent upon the quality and character of the architecture and development that is allowed to occur. Poorly planned and executed projects detract from the character and value of adjacent properties, while well-planned development enhances the character, quality of life and value of the surrounding properties. The 2004 Master Plan recommended creating a Design Review Board, followed by the 2011 Master Plan Advisory Committee report which again recommended the establishment of a design review board to assist the Planning Board, Zoning Board and Building Inspector.

Once built committees must live with the results for generations, whether they are successful or not. Design standards are a tool in development and redevelopment assuring that honoring community priorities as an integral part of the design process is respected. The small degree of extra investment in time and design that is necessary to conform to Design Guidelines will be repaid many times over the life of each individual project. Likewise a business owner or developer can rest assured that, because Design Guidelines are in place, the project that follows their recommendations will be done in a way that

is sensitive to the character of the community and will enhance the value and viability of their property and business.

The Design Review process considers a wide range of design issues. These include such things as open space and natural features, pedestrian and traffic circulation, building scale, architectural details, signs, landscaping, and site lighting. Each issue may appear individually small. However, in combination, they can make the difference between a bad project and a good project. Hopefully these guidelines will prevent Wayland from looking like Route 9 or “anywhere in USA”.

It is the wish that a Design Review Board will guide the process of development with its boundaries so that its residents, both now and in the future, will feel the special power of this place. Architectural additions and compatible land use practices can be positive and welcome communities when they respect the tradition and character of the place.

The Design Review Board met 6 times and reviewed the following applications:

- Review of several past meetings dating back to 2018 and publishing of meeting notes from those past meetings and related agendas. Coordination of Design Review Board updated website postings.
- 310 Commonwealth Road signage.
- 10 Green Way Hospice signage and site plan changes.

Zoning Board of Appeals

Chair: Joshua S. Wernig

Clerk: Aida Gennis

Committee Members:

Joshua Wernig, Chair

Aida Gennis, Clerk

Adam Hirsch, Member

Kevin FitzPatrick, Member

Thomas White, Member

James Grumbach, Associate Member

Doug Levine, Associate Member

Shaunt Sarian, Associate Member

Ex-Officio and Liaisons: Not Applicable.

Committee’s Purpose and Duties:

The Board is established pursuant to the provisions of Mass General Law Ch. 40, Sec. 30, MGL Ch. 40A, Sec. 14 and MGL Ch. 41, Sec. 81Z and is designated as the Zoning Board of Appeals required by MGL Ch. 40A, Sec. 12. The Board acts on Variances and Special Permits as prescribed by the rules and regulations adopted by the Zoning Board of Appeals of Wayland under the authority of the General Laws of the Commonwealth of Massachusetts, Chapter 40A, Section 12.

The Zoning By-laws provide for certain building requirements, and it is the role of the Board of Appeals to determine whether relief from these regulations is warranted in certain situations. To that end, the Board of Appeals hears, and makes decisions on applications for:

- Alteration or extension of a pre-existing, non-conforming structure or lot
- Appeals of the decisions of the Building Inspector
- Comprehensive Permits
- Special permits for the reconstruction
- Special Permits
- Variances from zoning regulations

The Board makes every effort to consider the opinions of the petitioners, their neighbors, and other interested Town entities such as the:

- Board of Health
- Board of Selectmen
- Building Inspector
- Conservation Commission
- Historical Commission
- Planning Board
- Town Engineer

Summary of Activities and Accomplishments:

The Wayland Zoning Board of Appeals (ZBA) is composed of five members and three associate members. At the outset of the fiscal year the ZBA had the following members Chair Joshua Wernig, Clerk Aida Gennis, Adam Hirsch, Kevin FitzPatrick, and Thomas White and associates James Grumbach, Evans Huber, and Shaunt Sarian, all appointed by the Board of Selectmen. By the end of the fiscal year, the ZBA had the following members Chair Joshua Wernig, Clerk Aida Gennis, Adam Hirsch, Kevin FitzPatrick, and Thomas White and associates James Grumbach, Doug Levine, and Shaunt Sarian, all appointed by the Board of Selectmen. Evans Huber resigned during the summer of 2022. Doug Levine was appointed as an associate member. Joshua Wernig was re-elected Chair in November 2022.

The ZBA conducts public hearings on all applications for zoning relief. The ZBA generally meets on the second Tuesday of each month at 7:00 p.m. ZBA hearings were held on July 12, 2022, August 9, 2022, September 13, 2022, September 20, 2022, October 11, 2022, November 9, 2022, December 13, 2022, February 14, 2023, March 21, 2023, April 11, 2023, April 25, 2023, May 25, 2023, May 30, 2023, June 1, 2023, June 8, 2023, June 13, 2023, June 15, 2023, and June 28, 2023. Executive sessions were held on September 13, 2022, September 20, 2022, November 9, 2022, and April 25, 2023. Note no meetings were held in January of 2023 due to no cases. The meetings for each public hearing were held hybrid, with some members and public appearing at the Town Hall and others appearing by Zoom. Participation in the public hearings by interested citizens is always welcomed. The Zoom hearings have been hosted by the Town of Wayland, under the Town's protocol.

The cases that are typically heard by the ZBA include: (1) applications for dimensional or use variances from the zoning bylaws, (2) applications for special permits requested under the zoning bylaws, and (3) appeals from various decisions of the Building Commissioner. The ZBA also hears applications for site plan approval under certain circumstances. Further, the ZBA has jurisdiction over comprehensive permit applications under Massachusetts General Laws Chapter 40B, in which a developer, under certain circumstances, is able to bypass local zoning laws if 25% of the proposed units are affordable. In addition, the ZBA has jurisdiction over cell tower applications which are governed by the Telecommunications Act of 1996, by virtue of which an applicant, under certain circumstances, is able to bypass local zoning laws if there is a "substantial gap in coverage" and there are no feasible alternatives.

The most common type of proceeding heard by the ZBA 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 built. 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. During the fiscal year covered by this annual report the ZBA held hearings related to one Chapter 40B application.

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. Decisions rendered by the ZBA 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, Mike Crisafulli, 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.

There were 23 applications filed with the Zoning Board of Appeals during FY 2022. Hearings, sometimes multiple hearings, were held on 25 matters in FY 2022, including matters first filed in FY 2021. A total of 21 hearings (17 public hearings and 4 executive session hearings) were held in FY 2021.

Respectfully Submitted,

Joshua S. Wernig, Chair
Zoning Board of Appeals

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 for each project by the cognizant board or committee for the duration of that 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 (1) the Loker Elementary School roof and rooftop HVAC unit replacement, as well as monitoring the final closeout and corrections to the field drainage for (2) the High School Athletic Fields Renovation Project. The committee also assisted the Community Preservation Commission with design for (3) the Stone’s Bridge Rehabilitation Project, the Council on Aging with design and permitting of (4) the Council on Aging and Community Center, and the Recreation Commission with (5) the Grass Field at Loker Conservation and Recreation Area.

The following project summaries are as of June 30, 2023.

(1) Loker Elementary School – Roof and rooftop HVAC unit replacement project was approved at ATM 2020. This project is an approved Massachusetts School Building Authority (MSBA) Accelerated Repair Project. Tower Construction was the successful bidder and planned to complete the work during the summer of 2021. Due to supply chain issues due to COVID -19 this project was delayed with no additional cost to the town until the summer of 2022.

During the delay, the decision was made to replace the specified gas fired roof top units with air source heat pump units with electrical auxiliary heat including a much-needed upgrade of the main electrical supply and power panels. The project began construction in late June 2022. The project achieved partial substantial completion in late August with School resuming August 31, 2022. Due to continuing supply chain issues, a few electric panels were not installed until December 2022 and January 2023, however; the building was 100% operational on approved temporary panels. Final substantial completion was achieved February 3, 2023. This project was completed within the appropriated budget and within a schedule that allowed full use of the facility by the beginning of the 2023 school year. Final accounting and reimbursement from MSBA is expected by the end of CY 2023.

(2) High School Athletic Fields - The High School Athletic Fields Improvements project was approved at ATM 2019, construction began in early June 2019 and completed in August 2021.

This project was completed within the appropriated budget and on schedule. Close out of the Conservation Commission's Order of Conditions pends due to evaluation and correction of infill migration issued experienced during heavy rain events. The Architect has proposed an alternative design for the field drain outflow to better prevent migration of field infill particles to the surrounding wetlands.

(3) Stone's Bridge Restoration Project - bids were opened in late July 2018. The initial appropriated funds were insufficient to economically repair the structure. The additional funding required was approved at ATM 2019. The rebid resulted in a proposal within the increased appropriation; however, difficulties in processing the contract resulted in the need to rebid again. The low bidder on the second rebid was also within the appropriation limit; however, that contractor claimed an administrative error. Negotiations with the low bidder were not successful in reaching a contract and the other bidders were not within budget. This project was advertised again in June of 2023 with bid opening scheduled for August 31, 2023.

(4) Council on Aging and Community Center - Annual Town Meeting 2018 approved funding to prepare a Design, for a Community Center and Annual Town Meeting 2022 approved funding for the Construction. The project is through 100% Construction Documents and in the permitting process with Planning Board and Conservation Commission. Advertising and bidding is expected in September - October 2023 with construction starting in late 2023 with an expected duration of 14 months.

(5) Grass Field at Loker Conservation and Recreation Area - Annual Town Meeting 2022 approved funding to install a grass field at Loker Conservation and Recreation Area. Bids opened in May and a contract awarded to M. J. Cataldo to complete the work. The site was tested for PFAS prior to bidding and 3 of 12 samples tested above the reporting limit. The Town hired Weston & Sampson as the Licensed Site Professional (LSP) to develop and manage the soil management plan for the project. The Town, the LSP, and the Contractor together developed a cost effective and environmentally sensitive soil management plan that was submitted to Massachusetts Department of Environmental Protection (MassDEP) and subject to Public Involvement Plan requirements. Construction began in March 2023 with substantial completion anticipated in August 2023.

Energy and Climate Committee

The Energy and Climate Committee (ECC) is charged with advising the Board of Selectmen, other town boards and committees, the Town Administrator, the School Superintendent and School Committee, and the Facilities Director on all issues related to reducing energy use and mitigating and adapting to climate risks. These include energy conservation measures, procurement of heating/ventilation/cooling equipment and technologies, policies regarding the use of energy and reducing greenhouse gas emissions, renewable energy technologies, equipment and grants, and efforts to engage residents in community-wide efforts. It advises the Town and residents on dealing with increase flooding, droughts, heat waves, and air pollution resulting from current and existing climate change.

During FY 2023, the ECC focused on advancing the Town's response to the climate crisis in accordance with the Climate Action Mobilization Plan adopted by the Select Board in June 2022 as well as additional projects to save energy and reduce emissions as described below.

Wayland Electricity Choice (Community Choice Aggregation of Electricity or CCA)

The ECC worked with Peregrine Energy, the Town's consultant, to develop this program to aggregate residential electricity accounts. The goal is to offer Wayland residents and small businesses three choices for electricity supply from well-vetted suppliers: Wayland Economy (which would provide the minimum renewable energy required by the state), Wayland Standard Green (which would offer significantly more renewable/green energy than the percent required by the state and offered by Eversource Basic Service), and Wayland 100% Green (100% renewable energy supply.) The Town and ECC developed an aggregation plan working with Peregrine and received approval from the Select Board to submit the plan to the Department of Public Utilities (DPU), which must approve all such plans. The Committee held a public meeting on October 17 to share the plan with the public and to solicit feedback. The Town's plan was submitted to the DPU for review in December 2022. The Town received questions from the DPU, which the Town responded to. No notice of a decision had been received as of June 2023 as DPU reviews have been significantly delayed statewide.

Solar Panels on the Loker School Roof

The ECC has worked closely with Facilities Director Ben Keefe to coordinate the installation of solar panels with the replacement of the Loker School roof, and to engage with relevant utilities and the solar installation contractor to move through the permitting and regulatory steps. The roof construction was completed in March 2023. The solar project design is still underway at the close of FY2023.

Sustainability Manager Hired

ECC members worked with town staff to write a job description and interview potential candidates for the position of Sustainability Manager. The Sustainability Manager will assist the Town in implementing the Climate Action Mobilization Plan. These responsibilities include managing facilities projects that have sustainability elements to reduce emissions and prepare for a changing climate, secure grant and other funding to support sustainability work, manage programs to engage residents and local businesses to reduce emissions, and work with town departments and staff to reduce emissions through policy and program actions. Abigail Shute was hired and began in April. She quickly began moving projects forward, researching potential grant opportunities, and supporting resident engagement work. The ECC supports and works closely with Ms. Shute. Fiscal year 2023 projects include:

- Loker solar project
- Council on Aging/Community Center solar project
- Town-wide solar analysis
- Department of Public Works retro-commissioning and energy improvements project
- Electric vehicle charging stations
- Procurement of fully electric Ford Mach-E for town motor pool
- Funding applications (Metropolitan Area Planning Council, Power Options, Department of Energy Resources, Eversource rebate)
- Energy upgrades to the Town Building

Wayland Saves Energy

The Town partnered with All In Energy, a Massachusetts non-profit, on this program designed to help residents decrease their home energy use by completing MassSave home energy assessments. During the assessments, residents could learn about rebates, incentives, and other sustainable actions like heat pumps and solar panels. The program was launched in November 2022 with a letter from Acting Town

Administrator John Bugbee and continued through June 2023. ECC members designed the program and promoted it through social media, town communications, banners up at key town locations, and a presence at town events. The ECC also coordinated with local community based groups like EnergizeWayland to help promote this initiative. In total, 260 residents engaged in the program and 194 completed assessments.

Council on Aging/Community Center Building

Committee members have supported Sustainability Manager Abigail Shute and offered expertise on the energy reducing elements of this building, which is designed to use no fossil fuels and to meet strict energy standards. The ECC voted at its May 10 meeting to support the inclusion of solar panels and electric vehicle chargers in the design, consistent with the declaration of a Climate Emergency at Town Meeting and Climate Action Mobilization Plan.

Student Member on Committee

The ECC proposed the addition of a student member to the Committee. The Select Board approved the measure and selected Tara Sawrikar, Wayland High School student, as an Associate Member. Tara joined the ECC in February and has been invaluable in conveying student opinions and offering her own. She is working to sustain the composting program at the High School and advance an initiative to ensure all students graduating from Wayland Schools have an understanding of the climate crisis, its causes, consequences, ways to mitigate risks, and with the knowledge and skills they will need to succeed in a climate-changed world.

Composting Program

Wayland High School teacher Sara Snow, the WHS Green Team advisor, has worked with student Green Team members to develop a successful program at the High School to reduce waste and include composting. She will be on sabbatical the 2023-24 school year and was hoping to have support to continue or grow the program. Abigail Shute, Sustainability Manager, worked with an intern to investigate options to sustain the program.

Future Goals

The Committee will continue to pursue actions that will move the Town toward its stated goal of 50% reduction in carbon emissions by 2030 as detailed in the Climate Action and Mobilization Plan.

During Fiscal Year 2023 the Committee members were as follows: Co-Chairs Ellen Tohn and Anne Harris; Members Tom Sciacca, Bill Huss and Harvey Michaels; Associate Members John Harper, Paul Dale, and Tara Sawrikar; Inactive: Mike Staiti and Mike Kanarek.

Route 20 South Landfill Visioning Committee

The Route 20 South Landfill Visioning Committee ("R20SLVC") was established as a temporary advisory committee to assist the Wayland Select Board with studying disposition and use of town owned land located on Route 20, also known as Boston Post Road, across the street from the current Wayland transfer station. Drone video footage of the subject land can be viewed at: <https://www.wayland.ma.us/route-20-south-landfill-visioning-committee/pages/drone-footage-aerial-view>.

During the most recent fiscal year the committee met only once due to its need for further direction from the Massachusetts Department of Environmental Protection relative to potential uses of the acreage. Up to this point, the committee has discussed several potential uses for the acreage. At its June 5, 2023, meeting, Wayland DPW director, Tom Holder, informed the board that the Massachusetts Department of Environmental Protection has ordered that the town cut the existing trees on the site and grind the stumps

to low levels. Money was appropriated for this work at the April 24, 2023, Annual Town Meeting. Further, the town's engineering vendor, Weston and Sampson, was asked to prepare a Cap and Repair Plan for the work. This Cap and Repair Plan will allow a buffer adjoining Route 20 where trees will not be cut.

The committee decided to visit two locations within the state to garner more ideas for potential uses for the parcels. Specifically, it was agreed that certain members would visit NARA Park in Acton, Massachusetts, as well as the Neponset River Greenway in Dorchester, Massachusetts.

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

The Health Department works to protect and promote the health, the environment and the well-being of all who live, work, learn and visit Wayland. Through the Board of Health, our jurisdiction includes areas of local, state and federal laws and regulations where we permit or license qualified professionals, services and establishments. We offer a wide variety of services for the Town including various reviews and inspections, guidance/education, vaccinations, and communicable disease investigations. We are committed to ensuring all have access to public health resources with a focus on prevention, wellness and health equity.

The Health Department runs the day-to-day operations of the office, while the Board of Health acts as the policy makers. Working through our Board of Health we develop, implement and enforce regulations and policies that promote the safe practice of those who 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

COVID-19 Pandemic

Our Public Health Nurse, in coordination with the Health Director, continued to focused a great deal of time on best practices to prevent the spread of, and allow normal life with, the presence of COVID-19 in and around Wayland. This included supporting the congregate living, nursing home and assisted living facilities in infection control and the Massachusetts Medical Society guidance around offering antiviral treatment to anyone over the age of 50, where medically appropriate. Wayland as a whole was supported through a robust COVID-19 vaccination program, and education about the layered measures that can keep us well, including attention to air quality, use of masks when appropriate, staying home when sick, following Mass DPH COVID-19 guidance for general, school-based and healthcare populations, and following testing protocols.

Permit process improvements

Office staff has continued to work with IT and our former Senior Clerk, consultant Zach Jonas, to convert our all our renewal and annual permits to OpenGov Permitting Software. Office staff pushed to get all our Title 5 inspection reports to be available online, also using OpenGov/Viewpoint. This was a huge success.

Local Animal Keeping Regulation Revising/Updating

The Health Director and the Board of Health completed revisions to the revised Animal keeping Regulations at the end of FY23. The Board plans to hold a public hearing and adopt the new regulations in FY24.

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 and reviewing 138 building projects.

	FY 20	FY 21	FY22	FY23
New Construction	22	39	30	26
Upgrades	24	43	36	35
Alterations	47	44	55	31
Misc.	1	---	2	6
Total Septic Permits	94	126	123	98
Soil Testing	60	82	74	75

	FY 20	FY 21	FY22	FY23
Passed	128	204	151	58
Conditionally Passed	28	24	28	42
Failed	16	31	26	20
Total Title 5 reviewed	172	259	205	120
Certificates of Compliance**	86	59	100	97

***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 Regulation 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 summer from Memorial Day to the end of beach season, test results exceeded the state guideline for ecoli at both Dudley Pond and the Town Beach. During that time the beach was closed and

signage was provided at both locations. 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. The Health Director and Health Agent conducted these inspections and plan reviews.

Title 5 access online- Health Department staff initiated a project to provide access for Title 5 inspection reports to be available online through OpenGov/ViewPoint, and the project was completed. We have heard positive feedback regarding this new feature.

Protocol to manage Cyanobacteria

DPH protocols for harmful algae blooms rely on visual observations. Due to this protocol, and the increase in frequency of algae blooms there have been more cyanobacteria advisories in the past few years at North Pond of Lake Cochituate. This has been causing unnecessary Town Beach closures and creating confusion. The Health and Recreation Directors recognized the need to initiate a plan for proactively managing algae blooms at the Town Beach and took action in winter of 2023. Meetings were scheduled with many stake holders; Health and Recreation staff, DPH staff, Surface Water Quality Committee Chair Tom Klem, Carole Plumb, and Board of Health members. Research was also done and it was determined that HABS are being managed using testing methods and proactive protocols at other towns in Massachusetts, for example the Worcester Cyanobacteria Monitoring Collaborative. During the winter and spring of 2023 the Board of Health held several public meetings to discuss the topic and there was agreement with all parties that current MDPH protocols are outdated/problematic and do not include data for decision making that impacts public health. Updated protocols with monitoring and surveillance should be created to study what is happening in the Lake. The Health Director drafted a HABS monitoring and response protocol which was reviewed, vetted, supported by the state and then approved by the Board of Health. A summer intern, Kimberly Garcia, an MPH student of Boston University, was awarded by the state to assist with the project. The protocol was utilized during the beach season beginning May of 2023 through the end of the season and results will be included in next year's annual report. DPH is recommending a regional approach for managing HAB's in Lake Cochituate (a regional working group identifying problems and solutions for pollution sources; i.e. fertilizer/failed septic/bird waste/runoff other).

Project reviews

River's Edge Development Project

Staff was involved with inspecting the affordable housing units prior to occupancy.

60 Shaw Drive – Definitive Subdivision
Mill Creek/297 Boston Post Road
St. Anne's Village 40 B Development
57 Shaw Drive Definitive Subdivision
27 Sherman's Bridge Road – Conservation Cluster

PFAS – Public Health freshwater fish consumption advisory in Lake Cochituate

The Massachusetts Department of Health issues new fish consumption advisory for Lake Cochituate and other water bodies in Massachusetts. On March 6, 2023 the Massachusetts Department of Public Health (DPH) issued new fish consumption advisories to provide guidance for people who catch and consume freshwater fish from 13 waterbodies at state parks operated by the Department of Conservation and Recreation (DCR). Recent testing of fish by DPH from these locations found levels of per- and polyfluoroalkyl substances (PFAS) above DPH-recommended levels for regular consumption.

Fish were collected and tested from the Upper and Middle Ponds of Lake Cochituate which includes areas of Wayland/North Pond. Results show that levels of per- and polyfluoroalkyl substances (PFAS) are above DPH-recommended levels for fish consumption. The new advisory includes all sections of Lake Cochituate: Middle, North, South, and Carling Basins. This is based on the understanding that fish can travel freely between the three smaller sections of the lake. Access areas of the Town Beach and boat launch were posted with signs provided by MDPH.

Food Establishment Inspections

Food Inspector Beth Grossman completed two rounds of annual inspections of permitted food establishments, these are all permitted food establishments as required by MA Food Code (a total of 75). The exceptions are those that open seasonally and are inspected once per season. This includes school cafeterias, church kitchens, full-service restaurants, acidified rice variance facilities, assisted living kitchens, small shops, and private club kitchens. Five facilities cater to Highly Susceptible Populations of senior citizens in Wayland and they are all currently enforcing the MA Food Code regulations specific to this population. Re-inspections were conducted to follow up on violations.

Farmers Market at Russell's (both Winter and Summer) continues to be highly active with 68 vendors this year. All vendors are screened prior to the season for adherence to the Food Code and then in person at the first market for both summer and winter seasons.

Tobacco Control

In FY2023 the Wayland Board of Health participated in the MetroWest Tobacco Control District (MWTCD). Funded by the Massachusetts Tobacco Cessation and Prevention Program (MTCP) and comprised of 13 municipalities in the MetroWest area, the program provides tobacco control services to Boards of Health including retail education and compliance checks. Olivia Dufour, the Program Manager, was appointed by the Wayland Board of Health to complete tobacco Inspections including educational site visits and compliance checks.

The Wayland Board of Health permits 15 retail tobacco establishments. All retailers were inspected twice for compliance with State and local tobacco regulations, with one business that failed a compliance check. This resulted in a \$1,000 fine to one retailer.

Food Inspections

	FY 20	FY 21	FY22	FY23
Routine Inspections	91	114	125	117
Re-inspections	53	33	50	72
Food borne Illness Investigation	0	4	15/10 hours	2
General Complaints	3	4	4	10
Plan Reviews	6	12	16	17
Farmer's Market vendors	65	48	63	60
Temporary event /food safety review (mostly phone)	18	14	15	81
Power outage visits	0	4	0	0
Variance hearing	0	2	1	0
Recall calls	0	1	1	1
Acidified rice HACCP plans	1	2	3	3
*Tobacco Compliance Checks	15	0	12	12
Flavored vapes compliance check	19	23	12	
Highly susceptible population Establishments	5	5	5	4
			75	72
COVID-19 general complaints	17	60	NA	
COVID-19 compliance visits	21 *	0	NA	

**The 2 country clubs were not inspected and one other business has a permit but is not currently selling tobacco.*

Mobile truck permits 11

New establishments: Jindu, Yo Boca, and Coptic Church Kitchen.

Change Owner: Family Farm, Paine Estate/Good Shepard.

All medium and high risk establishments were inspected twice with re-inspections if needed. Seasonal establishments inspected once a year. A few new large scale temporary events took place at Russell's, and a pig roast at Alta at River's Edge, school after prom events, Asian culture food events at schools, a large cultural food event at the newly reopened kitchen at Coptic Church. The Farmers Market continues to be active in Summer and Winter.

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, mental health services, and Household Hazardous Waste Collection days twice yearly. Staff is involved with responding to complaints, managing problems and issuing permits related to beaver dams through the regulatory process in Town.

Rabies

The risk of rabies always continues to be a potential problem within the Commonwealth. Rabies can be found in foxes, raccoons, skunks and bats. As needed, specimens are sent to the lab for testing and state guidelines/protocols are followed. The Health Department staff periodically provides information and guidance to the community in an effort to reduce the threat of rabies to the general public. Situations can 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 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 of 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 including other emerging diseases. 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.

The Tick Task Force with representatives from Wayland, Weston, Acton, Bedford, Carlisle, Concord, Lexington and Lincoln has not been active since the Covid-19 pandemic. We hope to see more activity with this group including inter-town collaboration, education, and review of emerging issues regarding this regional public health issue to share ideas and resources regarding prevention of tick-borne diseases.

Public Health Excellence Grant

Contact Tracing/Case Investigation Grant

Over the past year the CT/CI team has continued to operate through the Wayland Health Department. Our team consists of Brandon Gulnick, Program Manager, Ann Bauer, Epidemiologist, and Katherine

Rines, Public Health Nurse. The CT/CI Team has continued to provide services to the Great Meadows Public Health Collaborative through the Contact Tracing and Case Investigation Grant. During FY23, the MDPH expanded the Scope of Services for the grant, enabling grant funding to be used to support other core local health activities.

To identify needs, we conducted a Needs Assessment, surveying and interviewing Health Directors/ Agents and Nursing Staff in each GMPHC town (Bedford, Carlisle, Concord, Lincoln, Sudbury, Wayland, and Weston). The findings identified Mental Health Issues as an unaddressed area of concern, and the GMPHC started a Mental Health Initiative. The Public Health Nurse and Epidemiologist attended a course and became certified Mental Health First Aid Instructors. They have since conducted trainings across the region for residents and employees. Today close to 100 municipal workers and citizens are trained to identify, understand, and respond to mental health and substance use incidents.

Other Mental Health programs initiated by the Great Meadows Team includes “Minding Your Mind”, “Bake it Till You Make It,” and the “Yellow Tulip Project”. The GM team also plans to sponsor an “Aging in Place” program as well as hoarding “Buried in Treasure” programs. The GM team will continue to assess community needs and will work on an equity focused Community Health Needs Assessment (CHNA), and Community Health Improvement Plan (CHIA). This project will utilize data collected by the state and GM staff. GM staff will be largely responsible for data analysis and visualization.

Our epidemiologist has provided data summaries and support to various members of our collaborative group on topics related to COVID, mental health, youth risk behavior, CIMS (opioid use), cancer incidence, PFAS, gun safety, and tickborne illnesses. The epidemiologist continues to work with her colleagues at the University of Massachusetts Lowell and Reliant Medical Group on Covid related research. The group published their second Covid related paper <https://journals.plos.org/plosone/article?id=10.1371/journal.pone.0287430> and continues to work together on research investigating the epidemiology and risk factors of Long Covid.

The Regional Public Health Nurse has similarly focused on mental health initiatives and has been working with nursing services within GM to fill gaps and provide aid where needed. This includes assisting with flu/covid clinics, camp inspections, providing MAVEN (Massachusetts Virtual Epidemiologic Network) coverage and case management, COVID-19 response, and contracted services for the Town of Concord. She holds bi-weekly public health nursing meetings that include all the public health nurses within the collaborative and the regional epidemiologist. We recently learned that FY24 is more than likely the last year of funding for CT/CI efforts through this grant opportunity. We will be using our remaining time to make a positive public health impact within our member towns.

Human Health and Wellness Through Public Health Nursing

A note of thanks - Ruth Mori, MSN, RN, who left employment with the Town in May of 2022 following 14 years of service to Wayland in the dual role of Public Health Nurse and School Nurse Leader. We want to thank her for her dedication.

On September 1, 2022 Michele Fronk Schuckel, MBA, BSN, RN, MPH Candidate assumed the role of Public Health Nurse for the Town. In addition to the necessary functions following Massachusetts Department of Public Health (MDPH) requirements that involve vaccine management, communicable disease follow up, and emergency preparedness as the Wayland representative to Region 4AB/MetroWest Public Health Sector of the Health and Medical Coordinating Coalition (HMCC) of Emergency Preparedness, and volunteer coordination for the Medical Reserve Corps. Michele led initiatives focusing on health equity including decreasing barriers to local and regional vaccine access, offering blood pressure clinics and increasing partnerships with the Council on Aging and the Housing Authority, participating in infection control initiatives, completing camp inspections in communication with the Recreation Department, leading regional offerings for Mental Health First Aid as part of the Great Meadows Public Health Collaborative, and enrolling in the Community Naloxone Program (CNP) under the Department of Public Health and the Substance Abuse and Mental Health Services Administration (SAMHSA). Michele oversees the Community Health [School] Nursing program and

worked tirelessly to support the team in post-COVID-19 State of Emergency as we, in turn, supported the Wayland Schools.

We protected 500 individuals from Seasonal Influenza with by providing their annual flu vaccine. 295 folks between the ages of 6 and 92 years came to see us for updated COVID-19 vaccination. We also brought in a State DPH partner for regional pediatric COVID-19 vaccine clinics, noting that parents and guardians with young children otherwise had to go into Boston for the closest regular clinics. Residents, friends, employees and those just passing through are welcome at our public clinics, while the majority of the folks we vaccinate are from Wayland, we're pleased to have shared this great health practice with residents of 22 towns; spreading good health habits far beyond Wayland.

BOH Health Statistics as of June 30, 2023

Communicable Diseases reported to the Health Department:

LBOH Count - Events Per Disease and Classification in Jurisdiction

Classification: Confirmed and Suspect unless otherwise noted

Event Dates from 07/01/2022 to 06/30/2023

Jurisdiction(s) selected: WAYLAND

The data are current as of 09/13/2023 and are subject to change.

Babesiosis 3

Calicivirus/Norovirus 1

Campylobacteriosis 6

Hepatitis C 1

Human Granulocytic Anaplasmosis 5

Influenza 82

Lyme Disease 62 probable & suspect

Mpox 1 contact

COVID-19 502 (does not include any self antigen test data)

Refugee/Refugee Family 3

Salmonellosis 1

Shigellosis 1

Tuberculosis 25 confirmed & suspect

Varicella 1

Total 694

Community Health [School] Nursing

The Board of Health, under a Memorandum of Understanding with the School Committee supports the School Health to be managed as part of the Health Department. Under the leadership of School Nurse Leader Heather Yates, BSN, RN, a team of nine staff nurses supports the health and wellbeing of 2,750 students, who come to school with increasing medically complex needs. This academic year roughly 30% of students have a diagnosed special healthcare need. The School Health team works continuously to stay up-to-date on the best practices in School Health and are seeking to ever-improve our partnerships, this year focusing on working with Building Administration, Youth and Family Services, Wayland Cares, Food Services, Wellness, Student Services, Wayland Police and Fire, Athletics, and School Guidance. Michele and Heather manage multiple grants that supplement the Health Department budget. Special projects this year included returning with renewed attention to health equity, access and inclusion of all students in building-based and field trip learning health environments, as well as a review and update of all school-building AED equipment, and work, on behalf of the WPS Administration, on the School Medical Emergency plans. This project will continue into 2023-24 as we seek to regain compliance with CPR/AED/First Aid training levels for faculty and staff. We are pleased to have the partnership of School Administration and Emergency Services in this important emergency preparedness work. Nurses provide emergency, routine, and preventative health services to the students and staff, medication delegation training, field trip support, consultation with school staff and parents concerning health concerns, one-on-one health education and student empowerment, and maintaining confidential student health records. The nurses oversee and perform all required screening services to students, and comply with all relevant State regulations and reporting requirements. Our talented, data-driven Nursing team fielded 26,092 student visits, and 1,576 staff visits to School Health offices during the 2022-23 School Year.

Animal Inspector

We had 29 approved permits in place for FY 2023.

Barn Inspections

Cattle	13
Sheep	2
Equines	26
Chickens	98
Waterfowl	7

BOH Permitting Statistics as of June 30, 2023

	<u>FY 20</u>	<u>FY 21</u>	<u>FY22</u>	<u>FY23</u>
Animal Keeping	16	15	29	34
Burial	179	93	85	120

Disposal Works Installers	29	31	36	33
Food Plan Reviews	0	12	x	
Food Service Establishments	29	32	34	36
HACCP Restaurant	2	1	2	2
HACCP Grocery Stores	1	1	1	1
Limited Food Service	11	4	8	9
Residential Kitchens	2	3	3	3
Farmer's Markets	65	48	63	68
Retail Food	10	11	10	10
Limited Retail Food	5	2	10	12
Funeral Director	2	2	2	2
Operating Semi-Public Pool	11	7	10	10
Beach	1	1	1	1
Pool Construction	6	14	8	0
Pool Installer	2	5	x	x
Recreational Camps for Children	9	12	5	10
Refuse Collection	21	21	23	22
Septage Hauler	20	20	25	28
Temp Food Events	27	6	15	22
Annual Temp Foods(Lavin's-new)		8	7	6
Tobacco Sales	14	14	14	17
Wastewater Treatment Plant	5	5	5	5
Private Well Construction	8	13	8	6
Frozen Dessert Mfg.	0	0	x	x

Household Hazardous Waste

In the past the Wayland Health Department has held an annual Household Hazardous Waste Collection Day (HHWD) for Wayland residents through Clean Harbors. We understand how important it is to

properly dispose of household hazardous waste and have held these events at least twice a year for many years.

Despite a lot of outreach to Clean Harbors and research into other vendors we were not able to secure a date for this event in over a year. According to the state, many municipalities are having the same problems with obtaining a vendor to host a HHW event. This is due to a shift to regional HHW collection depot models which at this time there is no ability for Wayland to join one but there may be an opportunity in the future. We were able to identify an interim solution and made arrangements with NEDT New England Disposal Technologies for a trial period from April 1 to June 30, 2023, Wayland residents could drop off hazardous waste to their facility (Sutton or Westfield) and Wayland covered the cost up to \$50.00 per household. 21 Wayland residents utilized the new drop off location to accept Household hazardous waste.

We hope to continue with another contract and increase public awareness/participation of the program in the next fiscal year.

HRS

The Human Relations Service is a private non-profit community mental health agency serving the towns of Wayland, Wellesley, and Weston. HRS was founded in 1948 by Erich Lindemann, MD, in Wellesley, and has served Weston residents for over 5 decades. All residents of our towns are eligible to be seen at HRS regardless of ability to pay. We provide comprehensive outpatient mental health care to residents, including: Intake/Triage, Referral (when indicated), outpatient psychotherapy, and psychopharmacology. These services are supported by Board of Health grants, by our own fund raising, insurance reimbursements, and client fees. We do not expect our grant from the Wayland Board of Health to cover the full cost of our services or reimburse us for any particular hour of service. FY 23 has been a year focused on growth initiatives for our organization. We successfully implemented a new Electronic Health Records system, Welligent, in April of 2023 after roughly a year of preparatory work. This new HIPPA compliant system will improve our current operating structure in many ways including the promotion of more efficient intake and case assignment processes thus enhancing our clinical capacity for service to the towns. We also focused a great deal of administrative energy on hiring to increase our clinical staff, and I am pleased to report that this fall we are welcoming three new training fellows and four new licensed clinicians to our staff. We hope that all of these improvements will directly correlate to enhanced service delivery to our communities. The pandemic contributed to overwhelming demand for mental health services. This increase in demand means that we are not able to meet all of the needs of Wayland residents in house. Our Intake and Referral Service works closely with residents to match them with outside providers whom we trust if we are unable to assign them to an HRS clinician. We assigned 19 Wayland residents to HRS clinicians in FY 23 and referred 25 residents to clinicians outside of HRS on our referral list. Our Intake staff were available for repeated contacts with residents who we had to refer out to assure a connection was made, and we always respond to intake calls within 24 hours, a service that is increasingly rare in the mental health field based on the sizable increase in demand for treatment. HRS's Intake and Referral service is not funded directly in any way other than through the funding received from the Wayland Board of Health, as we have to pay the senior staff clinicians who take the intake calls and both assign and refer families to appropriate providers, however we are unable to bill residents or insurance companies directly for this service. Wayland residents are eligible to apply for reduced fee care based on financial need at HRS. As the table below indicates, we provided 20 reduced fee hours in FY 23. We consider all reduced fee applications carefully. Clients must provide evidence of need via Form 1040 or other indications of financial hardship. The number of residents needing subsidized care varies from year-to-year and is largely unpredictable, however the availability of such a reduced fee option is critical for our agency to fulfill its mission. Our Wayland program initially began as a way to provide counseling to students with special education plans. As the schools began to properly take up this challenge with in-house clinicians, with our encouragement, we gradually moved to a more typical town service model, where we provide access to care, reduced-fee care, and support to staff in the schools through consultation. In FY 23 we provided 37 consultation hours to school staff across the district. This model has worked well for many years, and in all our towns, the services are funded by grants from the Boards of Health. We receive no state funding, and any shortfall in revenues is made up

through our own fundraising. In addition to the services previously described, HRS offers urgent psychiatric evaluations to Wayland Schools families when there are concerns about risk or basic functioning. This is a highly valued service that provides access to our Chief Psychiatrist on an urgent basis. In FY 23 our Chief Psychiatrist did three of these emergency evaluations for students in Wayland schools. We also participate in community programs whenever possible and respond to crises within the community. Unfortunately, Wayland suffered another devastating student death within the past fiscal year. We were grateful to be called right away by the superintendent, and we responded immediately with in person support for the administrators, students, and parents involved in each elementary school community. This kind of response is the foundation of our reputation as a community mental health agency. We pride ourselves on being a resource to schools and communities in times of tragedy, and this year we had the opportunity to support Wayland with immediate HRS staff support at the elementary school level along with follow up support for the parent community.

Service Hours Overview FY 23

- a) Clinical hours to town residents (non-school) 677
- b) Consultation hours to school staff 37
- c) Urgent Psychiatric Evaluation 30
- d) Intake/Referral Services 44

Total 788 FY 23

Detail General (non-school) Services Hours Charges

Total Counseling to children and families* 677 128,630 128, 630

Intake/Referral Services 44 7,700 7,700 721 136,330 136,330

School Services Consulting to staff 37 6,475

Urgent Psychiatric Evaluation 30 7,500

Total 67 13,975 13,975

Total value of all services 788 150,305 150,305

Income Town funding 62,500

General counseling fees paid (clients & insurers)* 66,955

Total income 129,455 129,455 Deficit -20,850

**Almost all our patients had some form of insurance coverage but in almost no cases did this cover our full charge. This figure represents an average fee collected per session. Additionally, 20 of our 677 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 – FY23

The East Middlesex Mosquito Control Project (EMMCP) conducts a program in Wayland consisting of mosquito surveillance, larval mosquito control and public education. The following weather and mosquito activity report was prepared by Doug Bidlack, Entomologist. *Although the populations of many of our mosquito species can be largely explained by the unusual heat and drought of this year, the exceptional heat and precipitation of last year are also important in understanding some of our mosquito numbers*

during 2022. The weather from April through September of 2021 was particularly hot (2nd hottest) and wet (2nd wettest) and led to our highest numbers of summer floodwater mosquitoes since we began light trapping for mosquitoes in 1984. In 2022 the number of floodwater mosquitoes was only 19.8% of the 2000 to 2021 median but it would have been even lower without the high populations from 2021, the mild Winter and especially the late season rains that began in the last week of August and continued through September and into October. Our two most important vectors of Eastern Equine Encephalitis (EEE), *Culiseta melanura* and *Coquilletidia perturbans*, fared rather well in 2022 despite the drought. This is probably because they both overwinter as larvae and they are most susceptible to low water levels in Fall and Winter. Since 2021 was very wet, wetland water levels remained high during Fall and Winter which ensured a strong emergence of both species this year. In 2022 numbers of *Cq. perturbans* were 1.36 times greater than the 2000 to 2021 median and our *Cs. melanura* population was 1.17 times greater than the 2000 to 2021 median. *Culex* species collected in light traps were only 67.4% of normal and *Cx. pipiens/restuans* collected in gravid traps were only 75.1% of normal in 2022. This is unusual since *Culex* numbers tend to increase in hot and dry years. However, our two other common container inhabiting mosquitoes, *Oc. japonicus* and *Oc. triseriatus*, both also declined in 2022. *Ochlerotatus japonicus* numbers were 71.6% of normal while *Oc. triseriatus* numbers were 53.2% of normal. ~ Doug Bidlack

The adult mosquito surveillance program monitored mosquitoes from 14 Wayland trap collections. 4 samples were sent to the State Public Health Laboratory to be tested for EEE and WNV. All samples tested negative for EEE and WNV during summer of 2022.

The larval mosquito control program relied on the larvicides *Bacillus thuringiensis var. israelensis* (*Bti*) and *Bacillus sphaericus* (*Bsph*), which are each classified by the EPA as relatively non-toxic. In April, a helicopter was used to apply *Bti* granules to 117.38 wetland acres. Field crews made 6 site visits and applied *Bti* using portable sprayers to 2.5 wetland acres when high densities of mosquito larvae were found in stagnant water. Larvicide containing *Bti* and *Bsph* was applied to 2,300 catch basins to control *Culex* mosquito larvae. *Culex pipiens* mosquitoes are considered to be the primary WNV vector 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/emmcpl/> provides residents with information on mosquitoes, control programs and related topics. Respectfully submitted by Brian Farless, Superintendent of EMMCP

FY 2024 Focus Areas

Regulations updating: Animal Keeping Regulations, adopt the revised regulations.

Communications Improvements-for building/septic projects: Complete project to update educational handouts and guidance documents to assist residents/builders with application process

Complete OpenGov/Viewpoint project by converting all remaining Health Department renewal permits and annual permits. Continue to work with Land Use Departments on OpenGov/Viewpoint interdepartmental permitting and streamlining.

Continue with participation in Regional Public Health Excellence Grant and follow through to completion of the CT/CI Grant.

Continue to highlight awareness of services provided with equity and inclusion, which includes vulnerable populations.

Continue to advance PHN/CHN program focus to adjust with Public Health priorities.

Board of Health member Arnold Soslow, M.D. concluded his term in spring of 2023. We thank Dr. Soslow for his years of service and dedication to the town especially during the Covid 19 Pandemic. We

welcome new member Jon Storer who was elected to the Board of Health in spring 2023 as well as Robert Eyre, M.D. who ran for a full term after filling a 1 year vacancy.

Board of Health Members:

Robert DeFrancesco, D.M.D, Chair

John G. Schuler, M.D.

Arnold Soslow, M.D.

Genevieve Anand, M.D.

Robert Eyre, M.D.

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

Inspection/Building Department

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:

- Annual inspections for educational and assembly use buildings pursuant to the State Building Code.
- 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.

This fiscal year has also witnessed the expanding public use of the Building Department's homepage and on-line permitting software for various nonstructural building permits as well as most types of electrical, plumbing and gas permits. In FY'23 76% of all permits and related inspections were administered through on-line permitting software. We have been working diligently toward having all permits on line by next year end.

Fiscal 2023 Building Department permit fee revenues are as follows:

Building Permits.....	\$ 691,639.00
Gas Permits.....	\$ 15,338.00
Plumbing Permits.....	\$ 23,597.00
Electrical Permits.....	\$ 195,534.00
Total Building Department Permit Fee Revenues	\$ 925,537.00

Fiscal 2023 Department activity included the issuance of 1218 total Building Permits of all types.

An overview of construction category types includes the following:

2	1- and 2- Family Dwelling Units
17	Residential Addition
12	Residential Finished Basement
23.....	Residential Bathroom Remodel
18.....	Residential Kitchen
26	Residential Deck/Porch
3	Residential Demolition
286.....	Residential Window and Door Replacement
210.....	Residential Roofing
15	Residential Accessory Structures
19.....	Residential Renovations
26.....	Residential Miscellaneous
179	Residential Siding
10.....	Wood Stove/ Fireplace
233.....	Residential Insulation
40.....	Residential Solar
69.....	Sheet Metal
5	Commercial Tenant Fit Out
8.....	Commercial Renovation
8.....	Commercial Sign

9.....Commercial Miscellaneous

I would like to thank Building Department Staff for their professional, code based service. Staff includes full time employees Nate Maltinsky, Julie Pratt and Part Time ZBA/ Office Staff- Manny Oliver and the part time Electrical Inspection Team, Jack Alesse, Lou Cintolo, Jose Reyes and Steve Leger and the part time Plumbing, Gas Inspection Team, Steve Bottazzi, John Duffy and Josh Rabinobitz

Respectfully submitted,

Michael Crisafulli- CBO

Town of Wayland Building Commissioner
Town of Wayland Building Department

Board of Public Works

The Board of Public Works (BoPW), created in 2009, is an elected body of five volunteers who are responsible for reviewing capital and operating budgets, oversight and policymaking for the Department of Public Works (DPW) operations, setting of water, cemetery, and transfer station rates, and reviewing irrigation permits, water abatements, traffic calming requests, as well as highway and cemetery improvements. The Board acts under Massachusetts law as Water Commissioners, Road Commissioners, Cemetery Commissioners, Park Commissioners, and Tree Wardens.

FY 2023 BoPW members included: Clifford Lewis, chair; Michael Wegerbauer, vice chair; Sherre Greenbaum; Robert Goldsmith (until his resignation in August 2022); and Michael Lowery (until his resignation in September 2022). Michael Lowery and Michael Wegerbauer were reelected to the board on May 10, 2022. Tsung Chiang and George Uveges were appointed to the BoPW on November 21, 2022 to fill the vacancies until the 2023 town election. Chiang and Uveges were then elected to the BoPW at the town election on April 25, 2023. The board sincerely thanks Bob and Mike for their many years of valuable insight and dedicated service to the board.

Since COVID, meetings have been primarily conducted by ZOOM. Meeting agendas and packets are posted on the town website. Public comment is welcome at the start of the meeting.

Highlights for the Board of Public Works in FY 2023:

- Completed comprehensive review of Long Term Water Supply Alternatives Analysis; recommended hybrid supply sourcing water from both the Massachusetts Water Resources Authority (MWRA) and Town wells; received Town Meeting authorization to pursue admission to the MWRA for a permanent connection to allow a future full or hybrid water system
- Continued to comply with the MassDEP drinking water standard for the sum of six PFAS compounds (PFAS6) at the Happy Hollow Wells

WATER

- Reviewed irrigation applications and requests for water abatements
- Voted to authorize lifting of emergency water conservation restriction enacted in June 2022
- Discussed lease extension or purchase of PFAS equipment at Happy Hollow Wells
- Voted to approve engineering services for emergency short-term MWRA connection at Hultman Aqueduct

- Discussed revision of Chapter 190 Water Bylaw to include restriction on private wells
- Discussed hydrogeological impacts of private wells and possible Board of Health moratorium on issuing private well permits
- Held Public Forum to discuss BoPW recommendation for permanent connection to the MWRA water supply
- Discussed calendar and streamflow mandatory restrictions for nonessential outdoor water use under the Water Management Act Permit
- Voted to implement modified streamflow water ban effective May 1, prohibiting sprinklers and certain other outdoor activities and allowing handheld hose watering one day a week
- Voted to approve increase of water service connection fees
- Reviewed an updated and comprehensive long-term water planning financial model and 5-year capital plan and set water rates

HIGHWAY

- Discussed sidewalks, crossings, and road striping
- Discussed potential traffic issues due to proposed Artisan Day Care Facility at 863 Boston Post Road in Weston
- Voted to approve traffic calming measures on Pemberton Road
- Discussed traffic calming request for Sherman's Bridge Road

TRANSFER STATION

- Voted to keep permit fee at \$165 and raise fees on certain non-recyclable items
- Voted to extend Wayland Organic Waste (WOW) composting program

CEMETERY

- Discussed Historical Commission's proposal for cleaning of headstones using Community Preservation Act funds

PARK

- Voted to support Little League dugout construction project at Cochituate Ball Field

LAND

- Granted locations to National Grid for main line installations at 315-322 Concord Road and 141-163 Concord Road
- Voted to require BoPW input before movement of contaminated soil containing PFAS from Loker Field construction to Old South Landfill
- Discussed proposed vegetation removal, cap repair and future uses at Old South Landfill
- Discussed unauthorized storage of shipping containers by Facilities and/or School Departments at 195 Main Street
- Discussed flooding of a section of Lakeshore Drive

ADMINISTRATION

- Held regular reviews of DPW operational and financial status
- Approved the FY 2023 Capital and Operational Budgets
- Requested payment by Wayland Community Pool of adjusted outstanding balance and waived interest until February 2023
- Approved sending water lien letter on 125 delinquent water accounts
- Discussed continuation of PFAS Working Group
- Revised website to make more user-friendly
- Discussed Governance Guidelines as they affect the BoPW
- Appointed Sherre Greenbaum as BoPW representative to Community Preservation Committee

- Select Board reappointed Carol Martin as liaison to BoPW

Department of Public Works

Highway, Parks & Cemetery Division

The Highway, Park & Cemetery Divisions are responsible for maintaining, repairing, and constructing all Town roads, sidewalks, bridges, drainage facilities and snow & ice operations. Grounds responsibilities include managing three Town cemeteries and care for over 200 acres of Open Space including all School and Town building grounds, more than 26 Athletic fields, Town Beach, and all Town playgrounds. The Division cares for maintenance, removal & replacement of all Town owned trees.

In FY23 the Highway/Park/Cemetery Divisions:

- Reconstructed three miles of roadway: Cochituate Road from 5 Paths to Winthrop Road, Oxbow Road and Plain Road.
- 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 18 winter weather events requiring the application of anti-icing treatment and/or plowing and snow removal
- Oversaw burial interments in Town cemeteries and installation of headstones and grave markers.
- Completed extensive reseeding, weeding, trimming and mulching of the Town cemeteries and grounds in preparation for Memorial Day ceremonies
- Completed field maintenance, aeration, slice seeding and fertilizing of athletic fields
- Completed landscaping and grounds maintenance of the Towns schools, buildings and beach
- Completed daily up-branching maintenance and clearing of trees.
- Maintained and repaired School and Town playgrounds
- Install, repair and maintain all street, and regulatory signs.

Administration

In FY23 Administration Staff supported departmental activities engaged in the following:

- Prepare Water and Wastewater Demands and Liens
- Water billing and account management
- Automatic Meter Reading Interface with MUNIS and SENSUS
- Contract bid preparation and financial monitoring
- Board of Public Works meeting preparation and support
- Capital and Operational Budget preparation and financial management
- Tree Hearing and Water Hearing preparation
- DPW & Board of Public Works website maintenance
- Grant application and accountability
- Transfer Station Compliance/MassDEP
- Transfer Station Enterprise Fund management
- Water and Highway permit management
- Cemetery lot sales and burial management
- Resident Customer Service
- Accounts Payable
- Payroll/Attendance
- Service Request management

Fleet Maintenance Division

The Fleet Maintenance Division is responsible for maintaining 63 DPW vehicles, 15 trailers, and 10 Town Building vehicles. Additionally, the Division maintains over 350 pieces of small equipment as well as provides Building Maintenance support.

In FY23 the Fleet Maintenance Division performed these significant items:

- W-6 Replacement 2023 F350-Utility Vehicle used for Water Distribution repairs
- W-7 Replacement 2023 Ford F-350 Utility Vehicle used for Water Distribution repairs
- H-2 Replacement 2023 Ford F-350 Utility Vehicle is the Senior Foreman's truck used for road repairs and to check on all other ongoing D.P.W. projects
- SWQ-1 Addition of an Aquaboat FX-5 used to harvest weeds in Wayland local bodies of water.
- H-33 Performed Restoration on a 2015 Morbark M-15R chipper used for tree removal
- P-45 Performed Restoration on a 2007 Morbark Tornado 15 chipper used for tree removal
- H-41 Vactor Repair to high-pressure rodder pump

Transfer Station

The Wayland Transfer Station operated within a self-revolving fund supplemented with General Funds with revenue generated through fees from stickers and Pay-As-You-Throw bags.

In FY23 the Transfer Station:

- Provided services including trash & recycling, organic waste, bulky waste, metal, petroleum waste, yard waste, and Styrofoam.
- Sold 1504 Full Stickers and 295 Accessory Stickers
- Handled approximately 645 tons of municipal solid waste and approximately 511 tons of recycled materials.
- Increased organic waste recycling program.

Water Division

The Water Division operates and maintains the Town's 105 Miles of Water Main, 765 Hydrants, a Water Storage Tank, the Baldwin Pond Water Treatment Facility, and 4 additional well sites throughout Town. Repair crews responded to thirty-four after-hour water main breaks and water service leaks.

Distribution Responsibilities are:

- Repair Water Main Breaks
- Repair Water Service Leaks
- Water Distribution System Preventative Maintenance
- Fire Hydrant Repairs, Maintenance and Replacement
- Additional duties include meter reading, dig safe mark-outs, meter repair & replacements, leak detection and cross connection survey / testing.

Treatment Duties include:

- Daily, 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.

MWRA Water Supply:

Annual Town Meeting authorized the Town to seek admission to the MWRA Water System.

Happy Hollow Wells Pilot PFAS Treatment System Update:

The Pilot PFAS Treatment system has been operating for one year. It continues to remove PFAS6 compounds to non-detect levels.

Emergency Service Truck:

The Division took delivery of a new Emergency Service Truck in May of 2023. The vehicle was designed to carry all of the specialty tools, safety equipment and repair parts necessary to repair water main breaks and service leaks.

Annual Water Quality Report:

The Annual Water Quality Report, which is updated each spring, is available on the DPW Website.

Wastewater Division

The Wastewater Division operates both the High School Wastewater Treatment Plant as well as the Town Center collection system and Treatment Plant.

In FY23 the Wastewater Division performed these significant items:

- Represented the Town in its management and start-up of the Rivers Edge Wastewater Project
- New Membranes for the Town Center Plant were delivered and installed
- Replaced all diffuser heads in aeration tanks
- New permeate pump motor installed with old one rebuilt as spare
- All regulatory compliance requirements were met

Engineering Division

The Engineering Division is staffed by the Town Engineer, Town Surveyor, Project Manager and GIS Coordinator and is responsible for the assessment, survey, study, design and oversight associated with the engineering aspects of the Town's infrastructure.

In FY2023 the Engineering Division was engaged in the following activities and initiatives:

- Continued storm water investigations, sampling and mapping for the MS4 Permit compliance
- Remediated several major storm water flooding issues in town
- Discovered and corrected a wastewater infrastructure fault
- Created and implemented a wastewater phosphorus testing program
- Awarded contract and completed replacement installation of compactor #7 at Transfer Station
- Awarded and completed the installation of a new storm water system on Maguire Road.
- Awarded contract to install one mile of new sidewalk on Cochituate Road.
- Awarded contract to install a new water main on River Road.
- Awarded contract to install a new air compressor at the Baldwin Pond Water Plant
- Increased visibility and made multiple improvements to crosswalks in town school zones
- Assist with parcel dimension corrections and deed research associated with Assessors database

Surface Water Quality Committee

Surface Water Quality Committee:

Chair: Thomas Klem

Committee Members:

Jack Carr

Tom Largy

Norm Marowitz

Carole Plumb

Ex-Officio and Liaisons:

Carol Martin, Select Board

Committee's Purpose and Duties:

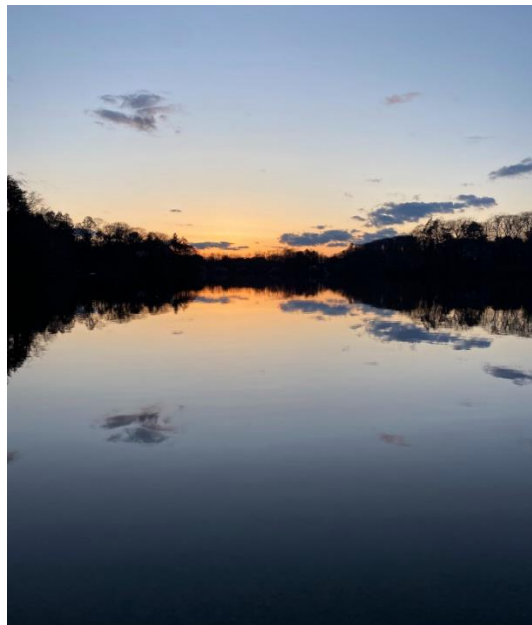
To oversee, monitor, and maintain the health of bodies of water within the Town of Wayland. The Surface Water Quality Committee oversees the environmental health of Dudley Pond, Heard Pond, North Pond, Mill Pond, the Sudbury River, and any other impaired water body, to take action as appropriate to maintain water quality and contain invasive weed growth.

Summary of Activities and Accomplishments:

DUDLEY POND

Norm Marowitz, Project Coordinator

Figure 1: Dudley Pond at Sunset from Rocky Point



Water Quality

Water sampling and lab analysis was performed in September 2022 and June 2023 by ACASAK Consulting (Boston, MA), Nashoba Analytical (Ayer, MA) and Alpha Analytical (Westborough, MA). Dudley Pond continued to show good water quality during Fiscal Year 2023 in terms of clarity and lack of contaminants deemed detrimental to a healthy body of water. The ACASAK, Alpha Analytical and SWQC reports for the year can be found on the SWQC document library through the Wayland town website.

Harvester Purchase

A mechanical harvester, approved in the FY23 Capital Expenditure budget under the Department of Public Works, was delivered to the Town in July 2022. During that initial season, DPW staff learned to operate and maintain the harvester; minimal harvesting of tape grass was performed (see below).

Tape Grass (Vallisneria americana)

SWQC continues to battle an overgrowth of tape grass that has virtually taken over large sections of the pond during the summer growing season. As noted, summer of 2022 was the first use of the harvester on Dudley Pond under operation by DPW staff. The harvester was purchased with an adjustable blade. Tape grass harvesting met with limited success due to training requirements, unfamiliarity with weed hotspots on the pond, and insufficient deposit sites for collected weeds. One of the learnings was that unloading the harvester would be easier with a conveyor to transfer weeds from the loaded harvester to a dumpster on shore, as was used by vendors in past seasons. The Committee had discussion with DPW about having local residents with experience harvesting weeds on the pond operate the harvester in ensuing seasons to improve efficiency, as well as to have additional deposit sites (currently limited to unloading and pick-up at Mansion Beach only) to reduce transport time and enable more time for harvesting.

Eurasian Milfoil (Myriophyllum spicatum)

Hand pulling of milfoil by New England Aquatic Services (Sherman, CT) during summer of 2022 was unsuccessful due to the abundance of milfoil to be collected within the limits of the contract. The Committee determined that the appropriate course of action would be to again apply the milfoil-specific herbicide ProcellaCOR that was initially applied to Dudley Pond with great success in 2019. SWQC contracted with vendor Solitude, obtained approvals through Board of Health and the Conservation Commission and worked with the Dudley Pond Association to post notices and raise awareness of the planned treatment. A pre-application survey was performed by Solitude to identify areas of densest milfoil, and ProcellaCOR treatment was performed in May 2023. Monitoring of herbicide, dissolved oxygen and pH was conducted post-application. A post-treatment survey was conducted by Solitude in June 2023 which showed successful knock-down of milfoil in the areas of application. The manufacturer recommends re-application of ProcellaCOR every 3 years; in this instance, it had been four years since the initial application. The recommendation is that the Committee make ProcellaCOR treatment a matter of routine every 3 years.

HEARD POND

Tom Largy, Project Coordinator

Heard Pond, off Pelham Island Road, is a Wayland wilderness gem that is about 95% surrounded by the Great Meadows National Wildlife Refuge.

Figure 2: A Great Blue Heron on Heard Pond, seen from Pelham Island Rd.



Water Chestnut (Trapa natans).

The Heard Pond Water Chestnut Control Project has been ongoing since 2003. As in years past, Wayland SWQC contracted with SOLitude Lake Management (Shrewsbury, MA) for seasonal hand-pulling of water chestnut. The final report, approved by the Committee in September 2022, is available through the Surface Water Quality Committee document library page on the Wayland Town website.

Prior to management, a milfoil and water chestnut survey was conducted by Tom Largy in June and July of 2022. Water levels were about one foot less than usual. Milfoil is densest in the northwest and southeast of the pond, but has been unchanging in recent surveys. Water chestnuts were observed in abundance along the northern (Pelham Island Rd. adjacent) and western ends of the pond, along with the southern end of the pond. Crews from Solitude made seven harvesting trips to the pond in July, August and September. The chronology of events is described in Table 1.

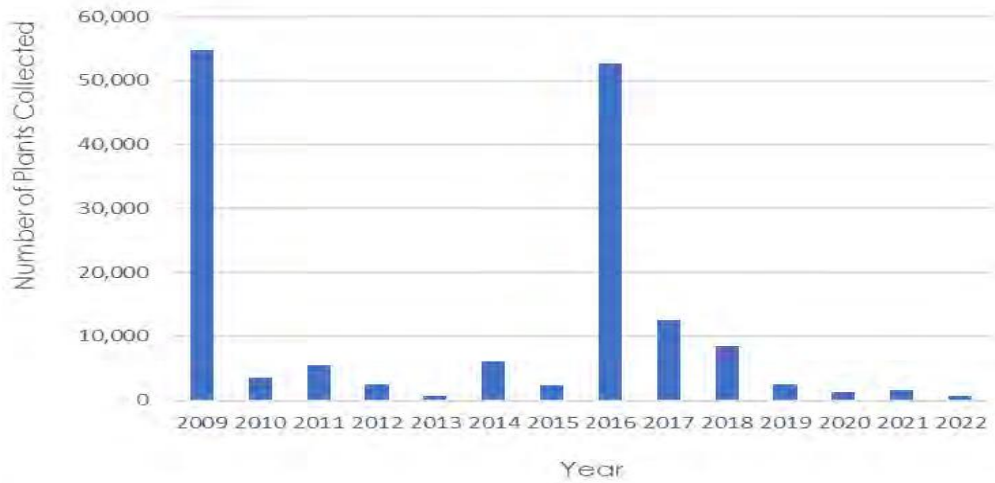
Table 1: Chronology of Activities on Heard Pond

Date	Activity
June 13 & July 05 2022	SWQC water chestnut & milfoil survey
July 08, 12 and 13 2022	530 plants harvested, mostly on the west side and south end of Heard Pond
August 16 and 17 2022	120 plants from sweep of pond.
September 03 2022	44 plants from sweep of pond.

September 07 2022	2 plants from sweep of pond and SOLitude inspection.
Total # Plants Harvested	696

The FY23 water chestnut management program harvested a total of 696 plants, a 53% decrease over the prior year (Figure 3). The same management plan will be undertaken in FY24.

Figure 3: Number of water chestnut plants harvested, 2009 - 2022



MILL POND

Thomas Klem, Project Coordinator

Figure 4: Mill Pond looking northward from the walkway.



Mill Pond is a two and a half acre pond off Route 126 & Plain Road just north of the library, with a good parking and fishing area right on the pond. A walkway above the dam leads to a trail that goes along the top of a glacial esker type of hill all the way to the head of the pond on Plain Road. Wayland's Board of Public works holds Mill Pond and surrounding lands as a park, maintained through Wayland's DPW.

During FY23, the walkway and dam and the walkway over Mill Pond were repaired during summer 2022 (overseen by Wayland DPW) using Community Preservation Act funds approved at the 2021 Annual Town Meeting.

LAKE COCHITUATE

Jack Carr and Carole Plumb, Project Coordinators

Figure 5: The boat launch at Wayland Town Beach (North Pond of Lake Cochituate)



Lake Cochituate is an interconnected series of three ponds (North, Middle and South Ponds). North Pond lies within the boundary of Wayland, and includes Wayland Town Beach. The other ponds lie within Framingham and Natick, and as part of Cochituate State Park, are managed by the Massachusetts Department of Conservation and Recreation.

Wayland Town Beach is on the Eastern shore of North Pond. The North Pond basin is shared by Framingham on the West and the southernmost tip with Natick. Cochituate State Park Beach is in Natick in the middle basin. All three basins are managed by the Massachusetts Department of Conservation and Recreation.

Due to the highly developed urban location and recreational use, Lake Cochituate is subject to stormwater runoff and introductions of non-native invasive species. Stormwater runoff leads to build-up of nutrients that give rise to microbial growth that create health risks for users and result in beach and park closures during the peak summer months. Active management is therefore required annually to mitigate these consequences.

Invasive Plant Management

Massachusetts DCR monitors the growth of milfoil and other invasives, and has applied herbicide treatment to Middle and South Ponds since 2009. Herbicides were applied in late June 2022, during which time the public beach was closed.

Beach closures due to cyanobacteria:

There were several beach closures during summer of 2022 due to false sightings of cyanobacteria at Town Beach, as mandated by State requirements. The Committee began working with the Board of Health and Recreation Departments to come up with a local plan to monitor for presence of both cyanobacteria cells and any expressed toxins to mitigate against unwarranted closures, to be implemented during summer 2023.

Goals for FY24:

Recurring management of water chestnuts on Heard Pond and tape grass on Dudley Pond. Expand the Order of Conditions for North Pond to allow management of yellow iris.

Respectfully Submitted,

Thomas Klem, Chair
Surface Water Quality Committee

Recreation Commission

Recreation Commission Chapter 347 Section 8 of the Acts of 2008, enacted by the Massachusetts Legislature and signed into law on October 6, 2008 and took effect on July 1, 2009 authorized the Town of Wayland to establish a freely elected five-member Recreation Commission. Members are elected to staggered three-year terms. The Recreation Commission directs the Recreation Department in conjunction with the Town Manager.

The Recreation Commission holds the authority to conduct recreation programs and activities on land or in facilities or buildings owned, leased or held by the town for park, playground or recreation purposes, and, with the approval of the school committee, for school purposes.

Recreation Commission	3 year terms	Representative, Term
Asa B. Foster, Co-Chair	2010 - 2025	PMBC for Loker project
Thruston 'Brud' Wright III, Co-Chair	2006 - 2018, 2019 - 2025	PMBC for Loker project
Kelly S. Pierce	2018 - 2024	CPC 06/30/2024
David B. Pearlman	2018 - 2024	R20SLVC 11/01/2023
Leanne Mason	2020 - 2023	

At the 2023 Town Election, voters elected an unopposed Mark Norton to 3-year term ending at the conclusion of the 2026 Annual Town Meeting. Leanne Mason opted to step down at the end of her term. The Recreation Commission are members of the Massachusetts Recreation & Park Association (MRPA).

Community Preservation Committee (CPC) On, Tuesday, August 11, 2020, the Recreation Commission voted in favor of nominating Kelly Pierce for the Board of Selectmen's appointment to the Community Preservation Committee to represent the Recreation Commission, for a term ending June 30, 2023. The Community Preservation Committee identifies and evaluates potential community preservation projects focused on open space, historic preservation, and community housing as well as acquisition, creation or preservation of land for recreational purposes.

Route 20 South Landfill Visioning Committee (R20SLVC) On Friday, November 6, 2020 the Recreation Commission voted in favor of nominating David Pearlman for the Board of Selectmen's appointment to the Route 20 South Landfill Visioning Committee as the Recreation representative, for a term ending November 1, 2023. The Board of Selectmen established a temporary advisory committee to be known as the Route 20 South Landfill Visioning Committee in order to assist the Board with studying a vacant parcel located on Route 20.

Wayland Recreation had no debt funded by the Town in FY 2023, monies were borrowed by the Town for the Loker Field project under the Town Manager and Facilities Department. Wayland Recreation held \$189,160.59 in a Stabilization Fund, which was appropriated and expended for the Loker grass field project at 410-414 Commonwealth Road at the 2022 Annual Town Meeting which is expected to open for play late in 2023.

The Recreation Commission met eight times in FY2023 focused on establishing goals and projects under the new Select Board-Town Manager Act, approved by voters at the 2022 ATM.

Respectfully submitted,

Katherine Brenna, CPRP c/o the Wayland Recreation Commission: Asa B. Foster, Thruston 'Brud' Wright III, Kelly S. Pierce, David B. Pearlman, and Mark A. Norton, on August 14, 2023.

Wastewater Management District Commission

The Wayland Wastewater Management District Commission (WWMDC) operates a sanitary sewer system that serves business, residential and municipal properties along Route 20 from Route 27 to the Town Center development and the Alta at River's Edge residences. Wastewater discharged into the system flows to a treatment plant located on Town-owned property within Town Center. The treated wastewater is discharged to the Sudbury River. Since FY2019, the WWMDC has been sharing resources with the Wayland School Department for oversight of the wastewater treatment plant at Wayland High School.

Managerial Oversight of the WWMDC and High School Wastewater System: The position of Wastewater Operations Manager (WOM) was created and filled in October 2018. The WOM is responsible for and manages emergency response to alarm calls and overseeing scheduled contract work pertaining to the Wastewater Treatment Facility (WWTF). He also performs periodic operational work, preventive maintenance, and repair work that was previously done on an on-call basis by the plant contractor. This has included supporting efforts related to filter membrane replacement in FY2023, backup generator maintenance, and system control upgrades to support more efficient system operation and remote monitoring.

In FY2023, the work completed by the WOM continued to support plant reliability.

Discharge Permit and System Usage: The WWTF operates under a National Pollutant Discharge Elimination System (NPDES) permit (permit # MAG 580011) issued jointly by the U.S. Environmental Protection Agency (EPA) and the Massachusetts Department of Environmental Protection (MassDEP). The permit was issued in 2021 and allows discharge of an annualized average limit of 52,000 gallons per day (GPD) into the Sudbury River. The Permit expires on Nov. 30, 2026. During the past fiscal year, average flow was approximately 19,900 GPD. All NPDES permit requirements were met during the past year.

The Town coordinated with the Alta at River's Edge project whereby the Town owns and operates the new Subsurface Absorption System "SAS" (commonly referred to as a leaching field) located at and constructed by the Alta at River's Edge site while treating the wastewater generated by the new project. As part of this work, pump stations and WWTF system controls were also upgraded. The SAS and other improvements were made at no cost to the WWMDC. The ownership of the leaching field allows the

District to optimize the treatment plant capacity without changing the NPDES permit and to be in compliance with the capacity allowed under a MassDEP Individual Groundwater Discharge Permit previously issued to the District from MassDEP for SAS operation (permit # 999-1, expiring Dec. 30, 2026). This permit allows an additional 37,000 gpd to be discharged from the WWMD. SAS construction was complete and the Town obtained ownership and initiated SAS operation this fiscal year. To facilitate the new SAS connection, the Town entered into a “friendly” Administrative Consent Order (ACO) with the State on April 28, 2021. All ACO requirements have been met.

With the addition of the SAS, the full capacity of the WWTF is available. In response to this, and increased demand, the WWMD prepared a Privilege Fee Policy & Summary of Flows document. This document increased available design flow to be distributed within the service area and developed a procedure for further increases based upon observed flow and system performance. The document also updated the Privilege Fee for new discharges to the WWTF that were set to cover anticipated proactive maintenance to the WWTF through the replacement of equipment and instrumentation.

With increased business activity and Alta at River’s Edge coming online, the influent rate to the plant is anticipated to increase. Once Alta at River’s Edge is more fully occupied and Town Center flows reach anticipated levels, increased flows will allow the costs of the WWTF to be spread out to more users, stabilizing and reducing projected rate increases.

Goals for FY 2024 are:

- Operate WWTF efficiently and in compliance with all permits;
- Evaluate ability to increase influent to WWTF to support controlling all user’s rates;
- Improve collection of delinquent accounts; and
- Evaluate ability to install solar at WWTF

Administration and Finances: Income for FY2023 was \$697,000. Of this amount, \$252,000 was earmarked for paying off outstanding bonds. Operating income of \$566,000 included revenue of \$52,500 from privilege fees and operating expenses were \$477,000.

The Commission’s estimated fund balance at the end of FY2023 was approximately \$1,420,000, which is largely money collected in prior year’s betterment prepayments and will be used for future bond payments.

The WWMD developed a budget for FY2024 of \$906,000, which will be funded from operating income \$471,000, betterment receipts \$253,000, retained earnings \$105,000 for small equipment purchases \$75,000 and \$30,000 to offset contingency. Funding will be offset by operating expenses \$576,000 and bond and interest payments \$331,000. The FY2024 budget assumes revenue and expenses will increase due to flows from Alta at River’s Edge, which began September 2022. Flows are anticipated to reach full levels by winter 2023. The FY2024 rates were set as follows:

Category	Rate / hcf	Approximate Share of Revenue
Base Charge (based on user’s allocated capacity)	\$7.31	~ 80% of user fees
Tier 1 (water usage up to 50% of allocated capacity)	\$5.76	~ 20% of user fees
Tier 2 (water usage in excess of 50% allocated capacity)	\$17.28	

hcf = hundred cubic feet

Commission Membership and Staffing: The WWMDMDC members are Michael Gitten (Chair), and Darrin Bock. Doug Levine left the Commission June 2023. There currently is an opening on the Commission.

The Commission's Account Specialist continues to work on administrative issues, communicating with other Town departments, and managing the Board's financial reporting. The Town Engineer provides technical support and direction. The new Town Engineer supported the WWMDMDC until April 2023 with the assistance of the former Town Engineer. A new WOM was hired December 2022. He oversees maintenance, repair and upgrades to the WWTF.

PUBLIC SAFETY

Fire Department

Our Mission

The Wayland Fire Department's mission is to protect the lives and property of residents. This is accomplished through the delivery of excellent fire, rescue, and emergency medical services. To meet our mission, we strive to achieve the highest levels of preparedness, prevention, and community involvement.

Organization

The Chief, Assistant Chief, and a part-time Administrative Assistant make up the staff managing the Fire Department. There are four work groups protecting the Town 24 hours a day, seven days a week. Each shift at Station 1 has an officer and three to four firefighters who are responsible for responding with an ambulance, ladder, or pumper truck, depending on the call. Two firefighters staffed at Station 2 respond with an engine to emergency calls.

Personnel Changes

We experienced a few personnel changes in FY 2023. We welcomed three new firefighter/paramedics to our department. Judson Swinimer joined our team on July 25, 2022. Ian Wallace began his career with our department on September 19, 2022, and Arthur Fenno was hired on May 29, 2023. We have had some staffing challenges due to staff job-related injuries and illnesses.

I would like to thank Sharon Maloney and Nicole Curci for their contributions to our department. They have been important members of our administrative team and will be leaving us next fall. They will both be missed.

Incident Response

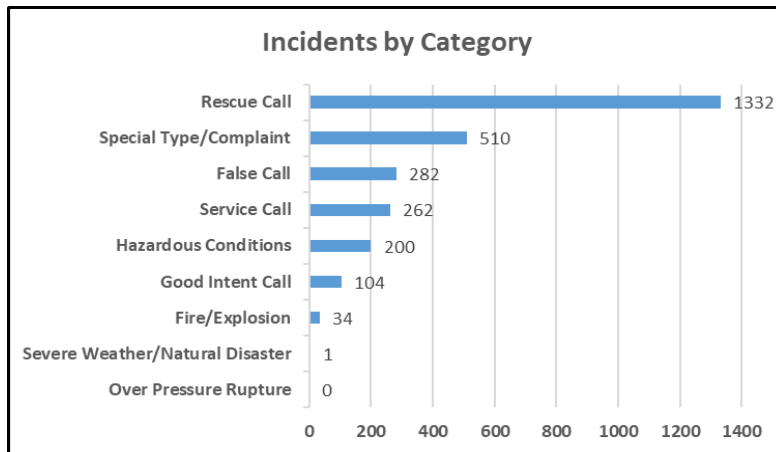
The department responded to 2,725 emergency calls, which represents an increase of 7% over the prior year. Rescue calls continue to represent the single greatest emergency call type, with our personnel providing advanced life support on 56% of the medical transports. The department responded to 16 building fires.

We have seen an increase in the number of calls that occur simultaneously, and the amount of mutual given and received by surrounding communities increased. We responded, as part of state response teams, to a number of large-scale events in the state that included wildland fires in Northborough and the Brockton hospital fire.

Inspectional Services and Permits

We completed 607 inspections, which vary in type, but the majority were smoke detector inspections for renovated structures and home sales.

The statistical numbers in the Incident Response and Inspectional Services and Permits categories are categorized differently than in past years due to the new software being used by the department and updated NFIRS reporting methods. This accounts for some of the increased or decreased counts in various areas of reporting.



Fire Loss

The total property damage loss from fire was valued at \$480,079, which includes the structures and their contents. There were no civilian injuries or loss of life in our community due to fire. The numbers are higher than last year, which is related to the number of structure fires.

Property Damage – 5 Year Comparison by Fiscal Year

Fiscal Year	Loss	Fiscal Year	Loss
2023	\$480,079	2020	\$854,802
2022	\$222,055	2019	\$31,000
2021	\$593,893	2018	\$63,300

Fire Education

Our education team continues to be active in the community and focuses its efforts on the education of residents from pre-school age to adults on fire-related topics. This year, firefighter/paramedic Lindsay Byrne joined the fire education team to assist with the SAFE program and fire education.

We continue to offer a Safety Net program. This program is geared towards individuals who have cognitive impairment. It utilizes bracelets to assist public safety officials when trying to locate individuals who may have wandered off.

Capital Purchases

Despite all of the supply chain issues in the recent past, the department was able complete the outfitting of our purchase of a 2021 Pierce pumper. Special thanks to Lt. Doug Williams and Lt. Dean Casali for their hard work and dedication to this project.

In FY 2023, we received authorization from the Town for the purchase of the following:

- a rescue boat
- a truck mounted fire suppression unit
- large diameter hoses and nozzles
- a cardiac monitor and chest compression device

Ambulance revenue and inspectional fees generated by the department were used to offset the funding of these capital purchases.

We appreciate the support from the Town to help make these purchases possible.

Revenue and Grant Activity

The department continues to pursue grant opportunities to fund the purchase of equipment and supplies to support the department and our public education activities. We received grants totaling more than \$87,000 from numerous organizations that include:

- Department of Fire Services (DFS) – Fire education funds for the SAFE and Senior SAFE programs
- Department of Fire Services (DFS) - Firefighter Equipment Grant – Firefighting Safety Equipment – Ballistic Vests
- MIAA – Risk Management Grant – Thermographic Camera and Trenching Equipment
- Department of Homeland Security – AFG- Imagers
- Massachusetts Emergency Management Agency (MEMA) – CEMP Update

As stated above, the inspectional and ambulance funds generated by the Fire Department have been used by the Town to fund capital budget purchases for the department and offset the cost of operating the Town. The Fire Department generated \$32,020 in inspectional fees (licenses, permits, and alarm monitoring) and \$871,524 in ambulance fees.

New Technology

In FY 23, the department launched a new records management system called StationSMARTS, which enables fire departments to manage all of their operations in a single database. Special thanks to Assistant Chief Rich Ripley for overseeing this project from inception through completion.

Also new in FY 23 is the CodeRED Community Notification System used by police and fire to send important alerts and time-sensitive messages to staff members and residents. Along with emergency and critical messages, the CodeRED Notification System will enhance community engagement via the release of important, but non-emergency, information such as road closures, schedule changes, snowplow schedules, and other Wayland services.

I would like to thank the personnel of the Wayland Fire Department for their commitment and dedication, and the level of service they provide. I would also like to thank the residents of Wayland for their continued support of the Fire Department.

Respectfully Submitted,

Neil W. McPherson
Fire Chief

Police Department

The mission of the Wayland Police Department is to work with all the citizens to preserve life, maintain human rights, protect property and promote individual responsibility and community involvement.



CORE VALUES

Integrity - We are committed to the enforcement of laws and the preservation of order and property. We are honest, truthful, and consistent in our words and actions, and therefore, are worthy of the public's trust. We exercise discretion in a manner that is beyond reproach. We do not accept gifts or special considerations as a consequence of our office.

Professionalism - We treat the public and our colleagues with courtesy and respect. We understand that our appearance, words, and demeanor contribute to the public's confidence in us. We are responsive to the community and deliver services promptly and efficiently.

Fairness and Impartiality - We act with fairness, restraint, and impartiality in carrying out our duties. We work with the community to continually understand and overcome cultural influences and unconscious biases. We understand that our actions, combined with the way we treat members of the community, contribute to our "legitimacy" in the eyes of the public.

Teamwork - We work together as one organization in carrying out the mission of the department. Our respective units do not act as distinct "silos" from one another. As individual members of the department, we are respectful to each other and work collectively to solve problems and serve the community.

Efficiency - We keep abreast of standard procedures, legal issues, and innovative topics in modern policing through regular training. We exercise rigor in thinking strategically about identifying trends, exploring alternative solutions, and solving problems.

Advocacy and Empathy - We have compassion for victims of crime. As members of the community, we have respect for and promote the diversity of the community. We advocate for social and other supportive services for victims, youth, and others involved in the criminal justice system.

CALLS FOR SERVICE

Total Calls for Service for Fiscal Year 2022 was 15,195.

Below is a chart of by call type where we had more than 20 per category.

Call for Service (Over 20 Incidents)	Total
Accident	344
911 Call	539
Alarm Commercial	150
Alarm Residential	218
Animal Complaint	133
Building Checks	39
Civil Matter	25
Disables Motor Vehicle	189
Erratic Operator	157
Found Property	42
General Service	409
Harassment/Stalking	44
Identity Theft	123
Larceny	29
Lost/Missing Property	30
Medical	1299
Motor Vehicle Complaint	46
Motor Vehicle Stop	2407
Noise Complaint	57
Phone Internet Scam	32
Property Damage	35
Road Hazard	180
Solicitors	23
Suspicious Activity	342
Suspicious Motor Vehicle	246
Suspicious Person	65
Traffic Complaint	50
Well Being Check	30

PERSONNEL CHANGES

During Fiscal Year 2023 we had a number of personnel changes at the Wayland Police Department.

The following people were hired during Fiscal Year 2023 as Police Officers for the Wayland Police Officer

- Stephen Kapuza
- Stephen Kovatsi
- Joseph Mancuso
- David Fors
- Jeffrey McCray
- Zakery Walker

The following people left the Wayland Police Department in Fiscal Year 2023

- Jamie Berger Retired
- Jarrod Kullich Retired
- Mark Wilkins Retired
- Lynette Sloan Transferred to the Shrewsbury Police Department
- Andrew Frimpong Transferred to the Framingham State University Police Department

We also anticipate hiring additional officers to replace our officers that are retiring.

SPECIALIZED TRAINING

Many of our officers attended additional trainings throughout FY23. Some examples include:

- Crisis Intervention Training
- Accreditation Training
- Police Prosecutor Seminar
- Taser Instructor Training
- Harassment Prevention Training
- New Sergeant Training
- RAD Instructor Training
- Warrant Preparation
- Field Training Officer
- Sexual Harassment Training
- Non Verbal Behavior
- Testifying in Court
- LEVA Training
- Civil Rights Officer Training
- Ground Control Training
- Officer In-charge Training

ANNUAL IN-SERVICE TRAINING

All officers attended 40 hours of in-service training; this year's 40 hours consisted of the following:

- CPR / First Responder
- Legal Updates
- Firearms Recertification
- 212 Degrees Preventing Officer Crises
- Duty to Intervene
- Frontline Digital Evidence
- Hate Crimes
- Officer Response to Interpersonal Violence
- Trauma Informed Policing

CAPITAL PROJECTS

We have completed our Dash and Body Cameral Project. All marked units now have a dash camera and all Officer wear a body camera. We are working on our next project to replace all of the officer's outdated Taser Equipment.

Also in Fiscal Year 2023 we successfully replaced our Records Management System and Computer Aided Dispatch System.

GOALS AND OBJECTIVES FOR FY 2024

- Seek additional grant funding for traffic enforcement activities.
- Recruitment of new employees that seeks to include diversity and inclusion in the workplace.
- Additional Maintenance and improvement of the facilities at the Public Safety Building.
- Seek out other grant opportunities.
- Additional training opportunities for police and dispatch personnel.
- Continue to update Departments Website
- Review and update all of the department's policy and procedures.
- Work toward Police Accreditation.

I would like to thank the personnel of the Wayland Police Department for their dedication and the level of service they provide to the department and the community we serve. I would also like to thank the residents of Wayland for their support of the Police Department.

Respectfully submitted,
Ed Burman
Acting Chief of Police

Local Emergency Preparedness Committee

The Local Emergency Planning and Community Right to Know Act (EPCRA) of 1986, enacted as Title III of the Superfund Amendments and Reauthorization Act (SARA), was passed in the wake of the Bhopal disaster in India. More than 2,000 people died as a result of this tragic accident where a hazardous chemical was released. In order to prevent similar occurrences, EPCRA established a national framework to plan for chemical accidents and required each state to create a State Emergency Response Commission (SERC).

State Emergency Response Commissions were charged with establishing Local Emergency Planning Committees, which provide a framework for first responders, state and local elected officials, emergency managers, industry representatives, hospital and public health officials, the news media and the general community to work together to plan for hazardous material emergencies.

The LEPC focus is on hazardous material related emergencies. The town is also actively involved in the emergency management planning for other types of emergencies as part of our emergency planning efforts, which are led by the public safety department heads.

On July 12, 2021, the Select Board voted to reissue the change for the Local Emergency Planning Committee (LEPC).

The LEPC has basic functions under the law:

- To develop a comprehensive Hazardous Materials Emergency Plan for the community and keep the plan up-to-date. The plan is authorized and regulated under the EPCRA, Massachusetts General Laws, Chapter 21E, the Clean Water Act, the Clean Air Act, the National Contingency Plan, and Disaster Relief Programs. The plan is developed with stakeholder participation.
- To receive information about storage and use of hazardous materials, and accidental hazardous material releases.
- To collect, manage, and provide public access to information on hazardous chemicals in the community.
- To educate the public about risks from accidental and routine releases of chemicals, and work with facilities that store or use such chemicals to minimize associated risks.

The LEPC will consist of nine voting members and a number of non-voting members. Voting members include the Fire Chief – Chairman, Police Chief, DPW Director, Health Department Director, two members of the Board of Selectmen or designees, and three community members. Non-voting members may include members from Facilities and an Information Coordinator.

The LEPC has accomplished the following activities:

- Held numerous meetings
- Updated the Hazardous Materials Plan
- Assisted with updating of the Comprehensive Emergency Management Plan

Animal Control Officer

Submitted by:

Jennifer Condon

Animal Control Inspector/Officer

TOWN OF WAYLAND

ANIMAL CONTROL ANNUAL SUMMARY REPORT JULY
2022 -> JUNE 30, 2023

<u>MONTH</u>	<u>TOTAL # CALLS</u>	<u>COMPLAINT CALLS</u>	<u>LOST DOG</u>	<u>LOST CAT</u>	<u>OTHER CAT RELATED</u>	<u>WILD LIFE</u>	<u>MISC CALLS</u>	<u>PICKUPS</u>	<u>HUMAN/ANIMAL/ANIMAL BITE</u>	<u>QUARANTINE ORDERS ISSUED/RELEASED</u>	<u>#SUBMITTED TO STATE LAB</u>	<u># DECEASED ANIMALS DISPOSED OF</u>
JULY 22'	17	1				5	1		2	2		6
AUGUST 22'	18		2	2		6	1					7
SEPTEMBER 22'	27	3		1		7	6				1	9
OCTOBER 22'	18	1	1	2		2	7	1	1			3
NOVEMBER 22'	17	3	1		1	2	5					5

DECEMBER 22'	<u>29</u>		<u>1</u>			<u>2</u>	<u>18</u>	<u>1</u>	<u>2</u>	<u>2</u>		<u>3</u>
JANUARY 23'	<u>7</u>	<u>1</u>					<u>2</u>					<u>4</u>
FEBRUARY 23'	<u>17</u>	<u>1</u>	<u>3</u>			<u>1</u>	<u>2</u>	<u>1</u>	<u>3</u>	<u>3</u>		<u>3</u>
MARCH 23'	<u>28</u>	<u>5</u>		<u>2</u>	<u>1</u>	<u>1</u>	<u>4</u>		<u>2</u>	<u>2</u>		<u>11</u>
APRIL 23'	<u>19</u>	<u>3</u>				<u>5</u>	<u>1</u>	<u>2</u>				<u>8</u>
MAY 23'	<u>22</u>	<u>4</u>		<u>1</u>		<u>3</u>	<u>3</u>		<u>3</u>	<u>3</u>		<u>5</u>
JUNE 23'	<u>33</u>	<u>4</u>	<u>2</u>			<u>7</u>	<u>5</u>	<u>2</u>				<u>13</u>
<u>22/23 TOTALS</u>	<u>252</u>	<u>26</u>	<u>10</u>	<u>8</u>	<u>2</u>	<u>41</u>	<u>55</u>	<u>7</u>	<u>13</u>	<u>12</u>	<u>1</u>	<u>77</u>

NOTES:

KENNEL INSPECTIONS COMPLETED 1

BARN INSPECTIONS COMPLETED 18

Dog Control Appeals Board

The Dog Control Appeals Board (DCAB) exists for the purposes of adjudicating disagreements between the Town’s residents and the decisions of the Animal Control Officer. DCAB hears evidence from both sides of a complaint, as well as the Dog Officer, and then makes a recommendation to the Select Board for a final decision. During the past year, no such disagreements arose and the committee, therefore, had no purpose to meet.

COMMUNITY SERVICES

Council on Aging

The Wayland Council on Aging provides programs and services to address the unique social, education, medical, financial and wellness needs of maturing adults. The COA also serves as a senior advocate and valued resource for non-seniors who are assisting aging family members. Current census statistics indicate that 30% of Wayland’s total population is 60 years of age or older.

FY 2023 COA goals for older adults in Wayland included initiatives to reduce social isolation, address transportation needs, food insecurity and other barriers that prevent older individuals from living independently, comfortably, productively and with dignity.

<p>FOOD INSECURITY</p>	<p>COA’s partnership with Maynard’s OPEN TABLE Food Pantry allowed residents at risk to place orders and receive free deliveries of pantry items on a weekly basis. Springwell’s (AAA) Nutrition department provided Farmers Market coupon booklets as well as regularly delivered fresh produce from Framingham’s Hanson Farms (CSA). Springwell also provided home delivered meals on week-days.</p>	<p>COA Volunteers facilitated the ordering, pick up and delivery of food pantry items for residents. Fresh produce received from the CSA was bagged and distributed to pre-registered residents out of the COA</p>
<p>BARRIERS to INDEPENDENT LIVING</p>	<p>COA relies on agencies like Springwell Elder Services and Framingham SMOC to provide fuel assistance subsidy and various home care services. In 2023, these agencies struggled with staffing challenges necessitating the COA to often advocate for residents who remained on lengthy wait lists because agencies did not have the manpower to review applications. Without the review process and no decision re: eligibility, residents received utility shut-off notices. Approvals for delivery of home delivered meals were also delayed as well as home care services.</p>	<p>The COA advocated regularly for residents caught in the middle and facilitated a dialog between the utility companies and the agencies to review applications and reinstating service to residents who never should have received a shut-off notice.</p>

<p>TRANSPORTATION</p>	<p>Transportation requests exceeded COA’s capacity in FY2023. Increasing number of condos, apartments and assisted livings contributed to the challenge. Although the MWRTA provided a shared ride system (“Dial A Ride”), the 48 hour advance notice made it difficult for residents with varying health concerns.</p> <p>In 2023, the COA was the recipient of several grants that enabled free taxi transport for seniors to medical appointments in Boston and MetroWest medical centers. The grant cycle will end in Dec. 2023 with no announcement of another grant cycle at this time.</p> <p>Free transport to Market Basket in Waltham continued to be offered with pick ups at resident homes. Trips on the COA 16 passenger, handicapped accessible van provided service to local destinations including Symphony Hall, area museums and destinations like Worcester and Rockport for reasonable user fees.</p>	<p>A grant was also awarded to the COA in 2023 to offer free transport for senior residents needing a companion with them for their medical appointments. Residents with extreme anxiety about their appointments as well older adults having outpatient procedures involving sedation where a companion for the patient is required for the ride home greatly benefitted from this grant. That grant will end in Sept. 2023 (FY24) with no announcement of another grant period at this time.</p>
-----------------------	--	--

OUTREACH SERVICES

The increased number of condos and apartments becoming available (i.e. Alta Oxbow) had a ripple effect on the Council On Aging. The Outreach Coordinator reports over 665 contacts in FY2023 with residents needing resource guidance or advocacy with challenges. These increased requests for assistance could be related to Wayland’s increased senior population and increased costs (food to utilities) for a population where many are living on fixed incomes.

COA’s DURABLE MEDICAL EQUIPMENT LOAN CLOSET re-opened toward the end of FY22 with just a limited inventory of transport chairs for short term loan. In FY2023, the COA re-opened the medical equipment loan closet, offering a variety of equipment for short term loan including shower chairs, rollators, wheelchairs, knee scooters, walkers. Approximately 40 residents borrowed medical equipment at least once.

The need for confidential meeting room spaces for residents to discuss topics like health insurance, legal matters, tax preparation continued to be a challenge due to the reduced space options in the Town Building.

PROGRAMS

A Spring 2023 multi week HOUSING SERIES was offered by the COA to address the many concerns of older adults. The workshops featured panels of speakers addressing a myriad of topics. Approximately 240 attended the workshops; several workshops were on waitlists. The full series was recorded to be shown on WayCam. The five sessions focused on:

- **Aging in Place** Panelists gave an overview of programs and services that helped seniors to remain safe and comfortable in their own homes.
- **Downsizing: Should I Stay or Should I Go?** Topics included making a home accessible and adaptable to age in place. Other presenters discussed options for financing renovations as well

as organizing, decluttering and downsizing. Attendees discussed factors to be considered if they were to sell their home; benefits of utilizing a move manager.

- **Housing in Wayland:** Affordable senior housing, 40B, Section 8, and other Wayland options.
- **Other Housing Options:** independent and assisted living communities as well as Continuing Care Retirement Communities, (CCRC) and Memory Care options.
- **Alternative Housing Options:** co-housing, accessory apartments, and home sharing.

EDUCATIONAL PROGRAMS in 2023 also included presentations on nutrition, legal, public safety, Medicare, health and sustainability. The Annual Document Day sponsored by Metrowest Legal provided an opportunity for residents to create their Power of Attorney and Health Care Proxy documents with an attorney at Wayland COA without charge.

COA SELF ENRICHMENT PROGRAMS focused on the arts, gardening - including native plant workshops. In June a "Celebrating Creativity" event was held and residents shared their interests from flying competitions for hand built model airplanes to international fishing experiences. Other exhibitors included a Wayland archaeologist, auto designer, jewelry maker and painters.

FITNESS CLASSES experienced continued growth in classes, both in-person and zoom. Yoga, Better Balance, TheraTube, Zumba, Tai Chi, Aerobics provided a diverse menu of fitness options. The in-person classes severely strained space availability at the Town Building.

12th ANNUAL COA SUMMER OUTDOOR COMMUNITY CONCERT SERIES

The 2023 COA Summer Outdoor Community Concert Series was fully-funded by generous sponsors. WayCam recorded the outdoor concerts so those at home unable or uncomfortable about attending in person, could be an integral part of the community event. Approximately 150 – 200 attended each concert with a total attendance of 800+ attending the series.

COA COMMUNICATIONS

The COA regularly communicates with residents through a 12 page monthly newsletter mailed to resident homes and a weekly eBlast subscription to 500+ residents who have computer access. COA Websites were also maintained on both the Town of Wayland website (www.wayland.ma.us) as well as Facebook

THE COMMUNITY CENTER project at Town Center that will also house the Council On Aging Offices continued to move through the Town's permitting process in FY2023. It is projected that the Community Center will go out to bid in FY24.

With appreciation:

The FRIENDS OF THE WAYLAND COUNCIL on AGING, INC, a 501(c)(3) is dedicated to assisting the Wayland Council On Aging subsidize programming and service needs that cannot be absorbed in the COA's Town appropriated budget. In FY2023, the Friends financial support allowed the COA to maintain affordable program fees during a time of escalating costs. The Friends has also worked tirelessly to support the approved community center project which will house the COA offices and provide space to help the COA better serve Wayland's older adults (30% of Wayland's total population).

Photos

LEFT: Creating mini-greenhouses from recycled gallon milk containers for a summer garden full of native, pollinator-friendly wildflowers workshop led by Jean Milburn and Shelley Trucksis.

RIGHT: A full house for COA's Housing Workshop Series in Spring 2023.



Senior Tax Relief Committee

The Senior Tax Relief Committee is a seven member committee. The Select Board (previously known as Board of Selectmen) appoints Senior Tax Relief committee members who will be representing the Select Board. The Select Board also ratifies the Senior Tax Relief committee members who have been appointed by the Council On Aging, Assessors and Finance Committee to serve on the STR Committee.

The Senior Tax Relief Committee had the following membership in FY2022: Markey Burke (Chair), Joel Rosenhaus (Vice Chair), Anne Gilbert (Clerk), Pauline DiCesare, Joan Bradford and Susan Rufo. The Committee has one vacancy. Julie Secord, Director of the Council on Aging (COA) attends the Tax Relief meetings as the COA liaison. The Director of Assessing serves as an informational resource to this Committee.

The Senior Tax Relief Committee continued to explore options that could help alleviate the excessive property tax burden imposed on many senior households due to the escalation of property taxes relative to their household incomes. Creating community awareness of state and local tax relief options, proposed tax relief legislation and initiatives supported by the Massachusetts Council on Aging was a priority concern with the Senior Tax Relief Committee.

Informational videos that could be shown on WayCam were considered by STR –(Circuit Breaker Match, Statutory Exemptions, etc) but coordinating the filming of the Public Service Announcements was not possible in FY22.

The Senior Tax Relief Committee reached out to the Treasurer's Office and the Assessors to better understand the Tax Deferral Program and explore options if any to change the effective date of the tax interest rate hike when the senior homeowner passes (rate increases from 3.5% to 16%) The higher interest rate currently goes into effect on the senior's date of death. The Senior Tax Relief Committee continued their effort to attempt extending the higher interest rate to a minimum of 6 months after death, allowing the families time to grieve and initiate settlement of the senior's estate.

Circuit Breaker continued to be the greatest benefit and least understood form of tax relief for Wayland seniors. The Circuit Breaker tax credit is based on a senior's income, and the actual real estate taxes paid on the senior's owner/occupied principal residence. Renters may also claim this credit if 25% of their annual rental payment is more than 10% of their total income. Circuit Breaker credit is approved on a senior's state Tax Return for their Wayland residence then enables that resident to apply for the Town of Wayland's CB Match the following year. Only ~125 seniors took advantage of the Circuit Breaker credit in FY21. The broad eligibility requirements for this state credit allow many seniors to qualify. The Senior Tax Relief Committee requested information updates be placed in the quarterly tax bill insert to increase greater awareness of the program. Senior Tax Relief Committee also addressed ways to alert area tax preparers of the Circuit Breaker program and determine if their clients were eligible.

In FY2022, the Senior Tax Work Off program was completely restructured. The Senior Tax Work Off program is administered by the Council On Aging in partnership with the Assessors and Treasurer's office who process the abatements on the participants property tax liabilities in exchange for seniors working in varying capacities to assist Town Departments.

The Senior Tax Relief Committee recognized the many contributions of longtime Senior Tax Relief member Stephen Colella who passed in June, 2022. Stephen's commitment to support seniors and their ability to remain in their homes will be long remembered.

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.

Housing Authority

The Wayland Housing Authority (WHA) has been an integral part of our community since 1970, when it was organized under the Massachusetts Housing Authority Law, G.L. c. 121B. Before and since then, townspeople have advocated for the creation and preservation of affordable housing for low- and moderate-income people in Wayland. The WHA is funded and regulated by the federal government through the U.S. Department of Housing and Urban Development (HUD) to provide, maintain, administer, and advocate for housing for low- and moderate-income people in Wayland.

The WHA's five-member Board of Commissioners provides policy direction and oversight. This year, Marie Isenburg stepped off the Board. We are grateful for her thoughtful engagement as a commissioner. The WHA is pleased to welcome new Commissioner John Thomas, elected by the Town at the 2023 Annual Election.

Though independent of the Town, the WHA enjoys a collaborative relationship in pursuit of our shared interest in promoting, creating, and preserving affordable housing in Wayland. WHA Commissioners represent the WHA on the Housing Partnership, Community Preservation Committee, and Affordable Housing Trust (WMAHTF). This fiscal year, the WHA made a \$43,587 Payment in Lieu of Taxes to the Town. The WHA appreciates the Town's ongoing support of low-income public housing.

Our talented, dedicated staff runs the housing programs and maintains WHA properties. The WHA experienced personnel transitions this fiscal year. We bade farewell to longtime Maintenance Supervisor Marc Consigli, who retired with our great appreciation after 40 years of service. Juan Aquino was

promoted to WHA Maintenance Supervisor and new employee Pedro Ademan Gomez was hired to join the WHA Maintenance Staff.

The WHA's programs include public housing for eligible elderly and disabled people at the Bent Park Apartments (BPA) and the Cochituate Village Apartments (CVA), and scattered sites for families; the Section 8 Housing Choice Voucher Program to support families in finding rental housing in the private market; and the Family Self-Sufficiency Program. The WHA continues to be designated as a High Performer in the HUD Section Eight Management Assessment Program and is a High Performer in the HUD Public Housing Assessment Program.

The Board of Commissioners is especially pleased that the WHA is able to administer the Family Self-Sufficiency Program, which supports tenants' move toward financial independence. In the 12-month period ending June 30, 2023, twenty-three households were under Contracts of Participation in the Family Self-Sufficiency program. Three participants completed the terms of their Contracts of Participation and graduated from the program. Eleven participants increased their household income, with an average increase in annual household income of \$12,061. As a result of increased household income, three households ceased receiving cash welfare assistance. Seventeen participants are employed. Thirteen have escrow accounts that enable them to save and use money for expenses like education and, ideally, a down payment on a private home. However, housing costs are so expensive in Massachusetts that only occasionally can a family who has graduated from the Self-Sufficiency Program move from supported housing.

The WHA continued to provide essential services to our residents as we emerged from the pandemic. Despite higher rates of unit turnover, the WHA continues to operate at full occupancy. The estimated waiting time for an applicant to have a move-in opportunity for the 111 subsidized public housing apartments at the CVA and Bent Park for elderly and/or disabled low-income tenants and 25 scattered sites for low-income families is still 3+ years for eligible Wayland-connected applicants and 5+ years for others.

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. In the 2023 HUD public housing facilities inspection, the WHA scored 93.31 out of 100 points, helping achieve the High Performer designation. Most significant among our capital improvements was a \$339,965 project to upgrade the fire alarm devices at Bent Park, expected to be completed in the summer of 2023, funded through the HUD Capital Fund Program.

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, and marketing available affordable units for sale or lease. The WHA monitors Chapter 40B affordable units at Oxbow Meadows and rental units at Wayland Town Center, Millbrook, Plain Road, and Hammond Road. This year, the WHA managed the resale of an affordable homeownership unit at Willowbrook to a moderate-income-eligible first-time homebuyer.

Through a long-term lease with the WMAHTF, the WHA acts as landlord for the WMAHTF's affordable unit at Hammond Road. This arrangement provides housing for an income-eligible family while also producing revenue to support future WMAHTF affordable housing projects. We await the WMAHTF's development of a second unit on this Hammond Road property, to be subject to the same property management terms as the original unit.

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.

Housing Partnership

Mission

The Wayland Housing Partnership (WHP) works with the community to lead and support efforts to meet the affordable housing needs of the Town of Wayland. To do this, the committee works with the Town, other housing committees, and the community to further the Town's affordable housing goals, including implementing the goals and strategies of the Housing Production Plan (HPP). It also provides feedback to developers and other boards on affordable housing proposals and increases public awareness of housing issues 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 percent of the year-round housing stock should be affordable to households earning no more than 80 percent of the area median income.

The Select Board (SB) appoints the nine members of the committee. This includes a member or representative of the SB and representatives recommended by the Wayland Housing Authority, Planning Board, Conservation Commission, School Committee, the Wayland Interfaith Leadership Association, and three members from the community at large. Members serve for staggered three-year terms. The WHP meets virtually on a monthly basis.

Activities

Periodically, all Town boards related to affordable housing (WHP, Wayland Housing Authority, Wayland Affordable Housing Trust, Planning Board, SB) meet together to discuss affordable housing issues. The most recent "housing summit" was held in June, 2022. As a result of that meeting and the change in form of governance of Wayland (change from a town administrator to a town manager), the WHP spent several meetings discussing and revising its mission, as stated above. Under the Town's new administrative structure, prospective developers begin the process by meeting with the Town Manager rather than with the WHP.

The most exciting project this year has been the proposal to develop affordable housing on underutilized land at St. Ann's Church that was initiated by Father David O'Leary, the clergy representative to the WHP at the time. He approached the Archdiocese of Boston and the Planning Office for Urban Affairs (POUA) and the result is a proposal to build a 60-unit senior (62+) rental development in a single building that will be affordable to individuals at 30- to 60-percent of the area median income (AMI). (All existing Town affordable housing is considered affordable at 80 percent of the AMI.) The deeper level of affordability that will be achieved with this project is dependent on the award of federal Low-Income Housing Tax Credits. It may take a few years to get this support from the state. With support from the WHP, the town, and the community, the proposal is making its way through the Friendly 40B review process and appears likely to be approved. This project will put the town over the 10 percent affordable housing mandate by the state, thus giving the Town more discretion over future 40B proposals.

A disappointing event was the sale by the U.S. Army of Launcher Way, which included 12 small houses formerly used by members of the military, to high bidder Forge Company. Its mission is to train and employ building trade workers who will renovate the houses that will then be sold at market rate. The Town had hoped to update and keep the houses affordable. The WHP met with Forge to encourage them to maintain several of the units affordable without success.

The developer of the Mill Creek project is seeking to build 172 units of mixed-use rental units on the site of the former Whole Foods Plaza. The proposal has met with opposition because of its density and location in an area that floods periodically. The WHP has encouraged the Town to negotiate with the developer to reduce the number of units.

In an effort to educate our members, Town Planner Robert Hummel gave a presentation on the 2021 state law requiring communities served by the MBTA, and communities adjacent to the MBTA, to create zoning districts of at least 50 acres that would allow the construction of 750 dwelling units of multifamily housing, as of right. While the law does not require the units to be affordable, multifamily units might include some affordable housing. We also discussed the possibility of using a Community Land Trust as a strategy to create long-term affordable housing, as suggested in our recent Housing Production Plan.

The Wayland Housing Authority has identified a growing need for housing to serve adults with intellectual and developmental disabilities in a local setting, along with the needed supportive services. Many adults continue to live with their parents after high school. At the age of 22, there are no longer entitlement programs or services to assist these families. Many adults would like to live independently and engage with their peers but need some support services such as meal planning, managing money and medication, and transportation. The WHP is actively supporting this concept.

There were several changes in membership during the year. Christine McKenna Lok left the committee and Candace Hetzner and Jim Grumbach were appointed to fill vacancies. Conservation Commission representative Joanne Barnett, and School Committee representative Chris DiBona did not seek reappointment and new members representing those boards have not yet been named.

Mary Antes

James Grumbach

Joanne Barnett

Candace Hetzner

Kathleen Boundy

Jeff Johnson

Rachel Bratt

Christine McKenna Lok

Christine DeBona

Katherine Provost

Municipal Affordable Housing Trust Fund Board

The purpose of the Town of Wayland Municipal Affordable Housing Trust Fund (Trust) is to provide for the creation and preservation of affordable housing in the Town of Wayland (Town) for the benefit of low- and moderate-income households and for the funding of community housing, as defined in and in accordance with the provisions of MGL c. 44B, in the Town. Trustees include representatives of the Select Board (SB), Planning Board, Wayland Housing Authority (WHA), and Wayland Housing Partnership (WHP), as well as three at-large members.

During the year ended June 30, 2023, the Trust made progress on the proposed development of an additional housing unit at 11 Hammond Road with the result that a request for proposals from developers will be released during the summer. When completed, the new three-bedroom unit will be marketed and rented to an eligible household whose annual income may not exceed 80 percent of the area median income. Other highlights of the Trust's activities included the following:

- Voted to support the proposed Good Shepard Parish senior housing development by committing \$250,000 over two years once construction begins. The project will consist of 60 rental units for seniors aged 62+ earning less than 60 percent of the area median income.
- Created the Homeowner Repairs Assistance Program (HRP) to help preserve owner-occupied affordable units by providing funding to offset the cost of repairs and improvements related to health or safety.

- Updated the Declaration of Trust document to incorporate changes voted at the 2022 Annual Town Meeting including explicit authority to use loan agreements as well as grant agreements. This will allow HRP recipients deemed to have the ability to repay the financial support provided by the Trust.

The following is a summary of the Trust's financial activity, on a government fund basis, for the fiscal year ended June 30, 2023:

Fund Balance – beginning of year	\$ 1,328,462
Net change	<u>142,546</u>
Fund Balance – end of year	<u>\$ 1,471,008</u>

Analysis of Net Change:

Revenues:

Investment income	\$ 5,126
Other income	0
Community Preservation Fund Contribution	<u>144,820</u>
Total revenues	\$ 149,946
Project and administrative expenses	<u>(7,400)</u>
Net Change	<u>\$ 142,546</u>

As of June 30, 2023, the Trust (i) maintained two interest bearing savings accounts (aggregate of \$1,229,192) and held two 12-month certificates of deposit (aggregate of \$101,369) at The Village Bank, Wayland, MA, with an interest rate of 1.49% and maturity date in September 2023; and (ii) \$2,500 of Trust cash held by the WHA in a restricted capital improvement reserve fund which is related to 11 Hammond Road.

At the 2023 Annual Town Meeting, the Town approved transfers to the Trust of \$144,821 in designated community housing funds from the Community Preservation Fund (CPF). With the support of Town Meeting, each year there is an article to transfer the current year's portion of the CPF set-aside for community housing to the Trust. In June 2023, the Trust accrued \$11,036.18 from the WHA, representing percentage rent under its long-term lease of 11 Hammond Road.

Fund expenses during the fiscal year included \$3,900 for expenses related to the potential development of 12 Hammond Road and \$3,500 of administrative expenses for the annual audit.

The Trust'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.

The Trust wishes to thank Cherry Karlson, who is leaving the Trust as the Select Board representative.

Trustees: Mary Antes, Jacqueline Espiritusanto-Vega, Laura Kaplan, Cherry Karlson, Chair Michael Staiti, and Susan Weinstein.

Veterans' Graves Officer



The Veteran's Graves Officer is established under M.G.L. Chapter 115, Section 9: Care of Graves of Veterans:

Section 9. The mayor of every city and the selectmen of every town shall appoint a resident of such city or town who shall be a veteran as defined in clause Forty-third of section seven of chapter four, as a veterans' graves officer, for a term to be determined by the appointing authority; provided, however, that said term shall not exceed five years. It shall be the duty of such veterans' graves officer to cause every veteran's grave within such city or town to be suitably kept and cared for. Such care shall include the clearing of weeds and other unseemly growth from said graves; the repairing, replacement and general up-keep of fences around said graves; the raising and repairing of sunken gravestones and markers and other similar services that may be necessary to restore and maintain such graves and their surroundings in an orderly condition. If the cost of such care and maintenance is not paid by private persons, or by the trustees of the cemeteries where any such grave is situated, it shall be paid by the city or town; and cities and towns may appropriate money therefor. Money so appropriated may be expended directly by the city or town or paid over to the trustees or manager of any cemetery where any such grave is situated; but the sum so paid over in any year shall not exceed for each grave the sum charged for the annual care and maintenance of like lots in the same cemetery, or, if no such charge is made in that cemetery, it shall not exceed the sum charged in other cemeteries in the same city or town for like services. In cities and towns where there are cemeteries containing the remains of deceased veterans, such cities and towns shall cause to be placed on such veterans' graves a flag of the United States on every Memorial Day. Upon the approval of the commissioner, compensation for 75 per cent of the cost of such flags, but none of the expenses attending the placement of such flags shall be paid by the commonwealth to the several cities and towns on or before November 10 in the year after such expenditures. In cities and towns where there are cemeteries with mausoleums containing the remains of deceased veterans, each such city or town shall cause to be placed on each mausoleum a suitable plaque with the names of all deceased veterans contained therein, and a flag of the United States shall be suitably placed at each mausoleum on every Memorial Day.

This year, the Veterans Graves Officer supervised the placement by the Girl Scouts of 1400 flags on Veterans graves in the Town's 3 Cemeteries and 1 Private Cemetery from 2022 to 2023. For this reporting period, there were 22 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.



Youth Advisory Committee & WaylandCares

The Youth Advisory Committee (YAC) oversees the Youth & 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 Interfaith Leaders 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.

Therapeutic and Counseling Services

Confidential counseling services are provided free of charge to Wayland children and their families, and for any children attending Wayland schools. Youth & Family Services returned to focusing on providing services to youth 18 and under, their direct family members, after opening our services to all Wayland residents during the height of the COVID-19 pandemic. Most clinical/therapeutic services between July 1, 2022 and June 30, 2023 were conducted via telehealth for the continued safety of our clients and clinical staff, as well as adhering to masking regulations for healthcare providers. With the lifting of COVID-19 regulations, we have returned to providing in-person services, as well as maintaining telehealth options.

Wayland Youth & Family Services saw the retirement of Assistant Director & Clinical Supervisor, Dr. Dossie Kahn in the fall of 2022. Dr. Kahn is maintaining a consulting role with Wayland Youth & Family Services, providing group supervision and consultation for clinical staff. Kelsey Sanclemente was promoted from the role of Clinician to Assistant Director & Clinical Supervisor. Youth & Family Services welcomed Paije Gandolfi to our clinical team in the spring of 2023.

Wayland Youth & Family Services Clinical Team provided both individual and group services over the past year with a focus on communication problems, family conflict, stress management, depression and anxiety, suicidality, coping with divorce, illness, other forms of loss, relationship breakups and death, and substance use. With a marked increase in youth reporting struggles with anxiety, depression and self-harm, we have dedicated time and resources to providing community education and increasing clinical availability.

Our staff is also 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.

Substance Use

In addition to counseling services, we offer evaluation and treatment for substance use. In collaboration with the assistance of the District Attorney's Office and the Wayland High School, we offer a suite of services as a constructive alternative to court involvement or school sanctions for youth 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. Over the 2022-2023 school year, we continued to see a marked increase in vaping incidents at Wayland High School and were able to partner with school administration, Wayland Police, student leaders and the Wayland SADD chapter to offer intensive educational resources, diversion programming and group substance support to both youth and their families. Through these efforts, we were also able to host multiple virtual vaping education events that reached over 300 community members to provide evidence-based vaping education, addiction science, brain development and realtime accounts of youth culture surrounding substance use from Wayland students.

During this time, Youth & Family Services in partnership with Public Safety, Public Health and the Town Managers Office, have also focused on addressing Opioid Overdose education and services. Through the influx of Opioid Settlement funds, we continue to map out areas of need, and are in the process of implementing a plan to increase community education, increase Narcan availability and education, raise awareness of support and treatment services, and increase availability of mental health and addiction services.

Prevention and Community Education

The 2022-2023 year saw a return to in-person prevention and community education events. Between July 1, 2022 and June 30, 2023 we were able to:

- Conduct four sessions of our EMPOWER Youth Leadership Program.
- Provide internet and technology safety sessions to all Wayland students and their families in grades 3-8.
- Provide community and classroom education around vaping, nicotine addiction and cannabis consumption.
- Co-facilitate a Social Host Liability program with District Attorney Marian Ryan's office.
- Address healthy relationships and domestic violence prevention.
- Implement SBIRT (Screening, Brief Intervention and Referral for Treatment) screenings with all 8th and 10th grade students.
- Provide mental health first aid training.
- Participate in the Violence Prevention Task Force.
- Continue working with the White Ribbon Group and the Lincoln/Sudbury/Wayland Domestic Violence Roundtable.
- Share MetroWest Adolescent Health Survey Data Findings with the community and facilitate community conversations around areas of concern.
- Provide Opioid Prevention Education for youth, parents and the community at large.
- Provide Middle School Youth Night Out Events.

Departmental Overview

Wayland Youth & Family Services continues to maintain a full assortment of client services through telehealth services, in-person therapeutic services, remote and in-person youth leadership workshops, provided parent support resources to the community and assisted in connecting residents with needed assistance. In addition to our Wayland specific services, Wayland Y&FS continues to partner with regional substance use prevention services via the MetroWest Substance Use Prevention Alliance, address relationship violence prevention and awareness with REACH, as well as the Lincoln-Sudbury-Wayland Domestic Violence Roundtable, partner with the White Ribbon Campaign and assist the Wayland Police Department in distributing community messaging addressing underage alcohol use, opioid prevention, substance use and cultural inclusion. While we continue to see the majority of our clients via remote platforms, we are offering in-person sessions outdoors, in schools, at the town building and other alternative settings.

Youth & Family Services continues to be the home for WaylandCares, a community-based prevention coalition and education resource, that promotes health and wellness in youth and families, prioritizing mental health, and seeks to address the underlying causes of health challenges in Wayland. WaylandCares is part of the overall health and wellness services provided by Youth & Family Services and has 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. In addition, WaylandCares advises and trains active student leadership groups at the Middle School and High School who have undergone prevention training and support the WaylandCares mission on an ongoing basis. Youth & Family Services is dedicated to continuing to provide education and resources to Wayland youth and families. If you would like more information about available services and/or how to participate, please call Jason Verhoosky at (508) 358.4293.

Youth & Family Services values providing opportunities for community service. Community service is an important part of our mission to support healthy development in Wayland youth. We look forward to recognizing and celebrating our high school students for providing significant service over the previous twelve months, once again in the spring of 2024.

In addition to individual clinical service, Wayland Youth & Family Services continues to offer group counseling and support through our Parent Support Groups and Youth Social Skills Groups.

Wayland Youth & Family Services provided 3,238 resident contact hours between July 1st, 2022 and June 30th, 2023

For more information visit www.wayland.ma.us/wayland-youth-family-services or call us at 508.358.4293.

Cultural Council

Cultural Council Members

Sean Ahern

Katy Allen

Ashley Fuller

Lynne Lipcon

Naresh Mysore

Jane Purser

Nora Rothschild

Rachel Sideman-Kurtz

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 to distribute through a grant, funding community-based projects in the arts, sciences, and humanities.

In FY2023, the Wayland Cultural Council was given an allocation of \$6,700. The Council received 33 grant applications totaling \$31,382. The council awarded grants to 13 applicants totaling \$5,600. Whereas the state allows the council to utilize up to 20% of the allocation, the Council granted itself \$1,331, making it the 14th “applicant” listed below. The Council may also retain 5% of the allocation for administrative costs and that amount was \$335. Grant recipients included the following:

- Arts Wayland – Classical Music Performance Series
- Discovery Museum – Open Door Connects
- Massachusetts Educational Theater Guild – Massachusetts High School Dram Festival
- Swaralip Academy – Tasher Desh Performance
- The Heritage Chorale – Winter Pops Concert
- Wayland Chinese American Association – Lunar New Year Festival
- Wayland Concert Series – Winsor Music Concert
- Wayland Council on Aging – Shakespeare in the Park
- Wayland Council on Aging – Summer Concert Series
- Wayland Free Public Library – Comics Making Workshop
- Wayland Historical Commission – Educational Video
- Wayland Human Rights, Diversity, Equity, and Inclusion Committee – Multicultural Festival
- Women of Wayland Podcast – Season 4 Production
- Wayland Cultural Council – Painted Utility Box Project

Due to the ongoing challenges presented by COVID-19 the Council decided not to schedule a grantee reception this year.

The Town Building bulletin boards remained full with displays by METCO, Historical Commission, Council on Aging, Human Rights Diversity, Equity and Inclusion Committee, and Race Amity.

The Council continued the Painted Utility Project with artists Alyssa Ao painting the box on route 126 in front of Wayland High School, Jill Lerner painting the box at the Route 30/27 intersection, and Rahul Ray painting the box at the Route 27/Old Connecticut Path intersection.

The Council initiated Go Outdoors Neighbors, an art installation of upcycled painted doors on the rail trail. Two local artists, Jodi Marshall and Xiafeng Huang, created new work and five doors previously painted were borrowed from ArtScape/Bradford Mill in Concord. All were displayed throughout the summer.

The Council received a \$2,000 grant from the Lauren Dunne Astley Memorial Fund for the Go Outdoors project and a \$500 grant from the same organization to paint a utility box as part of the Utility Box Project.

The Council received a donation of \$400 from Xiafeng Huang, the Go Outdoors artist who donated her payment back to the Council.

Respectfully Submitted by Rachel Sideman-Kurtz, Chair.

Human Rights, Diversity, Equity and Inclusion Committee

Chair: Yamini Ranjan

Vice-Chair: Karen Blumenfeld

Secretary: Jessica Schendel

Committee Members: Mary Ann Borkowski, Mei-Ling Ellerman, Carlin Gruber, Eunjee Kang, Janot Mendler de Suarez, Heather Pineault, Kanmani Sekhar, Yauwu Tang, Chloe Voight

Ex-Officio: John Bugbee, Assistant Town Manager

Committee's Purpose and Duties:

The HRDEIC serves in an advisory role to the Select Board. Its charge is to strive to ensure that all persons enjoy the equal opportunity to participate in all local affairs, free from discrimination, disrespect, bigotry, and other forms of microaggressions, macroaggressions, hatred and oppression. The Committee's primary duties are summarized below in italics.

Summary of Activities and Accomplishments in FY 23 (July 1, 2022-June 30, 2023):

1. Create action plans and periodically conduct equity assessments

- Recommended to the Select Board that the Town conduct a community equity assessment. An equity assessment is a learning journey to assess policies, programs, practices, power dynamics, equity mindset and culture throughout the Town. The goal is to understand what is helping and what is hindering the Town from achieving its goal of being an equitable and inclusive community. The Select Board approved the Committee's recommendation and allocated \$100,000 to fund the assessment.

2. Serve as a portal for community members' concerns, complaints or questions

- Continued to make progress toward launching a community reporting line.

3. Recommend resolutions, policies, programs and initiatives to promote diversity, inclusion, awareness and anti-discrimination

- At the Select Board's request, proposed a policy to help ensure that holiday displays and activities in Town-owned spaces promote a culture of diversity, equity and belonging.
- Recommended to the Select Board that the Town offer a Community-SPIRIT program in collaboration with the Department of Justice Community Relations Service. A SPIRIT program is a full-day program that brings together community members and leaders, representing a wide range of stakeholders, for community building, healing and problem-solving. The Select Board approved the Committee's recommendation and agreed to co-sponsor the program.
- Issued a public statement on reproductive healthcare as a human right following the Supreme Court's Dobbs decision.
- Assigned two HRDEIC members to collaborate on an ongoing basis with two School Committee members to enhance the School Committee's focus on diversity, equity, inclusion and belonging.
- Successfully encouraged at least four Black, Indigenous and People of Color to join Town boards and committees.

4. Promote an understanding of diverse cultures within the Town

- Proudly sponsored Wayland's first Multicultural Festival. More than 800 people attended the Festival in the Wayland High School Field House. Through a wide selection of activities, performances and exhibitions, attendees explored and celebrated the traditions, customs, and flavors of the many cultures in Wayland. The Festival was co-sponsored by the Mass and Wayland Cultural Councils and 13 local cultural and other organizations. The Festival was made possible thanks to the generous support of many local businesses and volunteers.
- Co-sponsored lectures at the Wayland Free Public Library on topics related to the Committee's mission. As part of the Library's Great Presenters Series, the HRDEIC chair and vice-chair presented the Committee's work to the community.
- Publicly read an Indigenous Land Acknowledgment at the 2023 Annual Town Meeting. This was the first time an Indigenous Land Acknowledgment had ever been read at a Wayland Town Meeting.
- Hosted High School Principal Allyson Mizoguchi, and Middle School Principal Betsy Gavron and teacher Jada Williams, who shared work being done to address diversity, equity, belonging and social justice.
- Featured Pride posters on Town signboards during Pride Month in June, for the second year.

5. Serve as a resource to the Select Board concerning issues that challenge any individual or group's enjoyment of their basic human rights in the Town

- Recommended in a Letter to the Select Board ways to make the Police Department and Town safer for women in light of the investigation and resignation of the previous police chief.
- Recommended in a Letter to the Select Board ways to bring a diversity, equity and belonging lens to situations involving racial differences, including but not limited to the investigation of Schools Superintendent Dr. Omar Easy.
- Recommended in a Letter to the Select Board concrete actions to promote diversity, equity, inclusion and belonging in light of the racist graffiti incident targeting Schools Superintendent Dr. Omar Easy.

6. Collaborate with representatives from historically marginalized groups

- See #4, Multicultural Festival.

7. Collaborate with other towns' human rights committees

- An HRDEIC representative attended monthly meetings of the MA Human Rights Coalition and brought ideas and initiatives from other communities' human rights commissions to the HRDEIC. HRDEIC members met and shared resources with human rights commissions in Rhode Island, Belmont, MA, and other MA communities.

8. Encourage citizen attendance at panels, meetings, conferences, celebrations, or other events

- See #4, Multicultural Festival

9. Prepare reports on diversity initiatives or relationships, including on police relations, to cultivate and encourage an atmosphere of mutual understanding and harmonious intergroup relationships

- Hosted Acting Police Chief Ed Burman who provided an update on the investigation of racist graffiti directed at Schools Superintendent Dr. Omar Easy.
- Collaborated with the Police Department to ensure that people of all identities would feel safe at the Multicultural Festival.
- Issued a letter of support for Acting Police Chief Burman.

Goals for FY24:

Our goals for FY24 are to:

- Secure a budget allocation to support the HRDEIC’s work
- Advocate for the Town to name a director of Diversity, Equity, Inclusion and Belonging
- Launch the community reporting line
- Coordinate the second annual Community Multicultural Festival
- Coordinate a Community-SPIRIT program in collaboration with the Select Board and Department of Justice Community Relations Service
- Initiate a town equity assessment
- Continue to promote the cause of diversity, equity, inclusion, belonging, and justice
- Continue to develop strategies to encourage Black, Indigenous and People of Color to participate in the HRDEIC, other Town committees and boards, and Annual Town Meeting

More details about the Committee’s work can be found here: [HRDEIC web page](#).

Respectfully Submitted,

Yamini Ranjan, Chair

Human Rights, Diversity, Equity and Inclusion Committee

Annual Town Election – April 25, 2023

WAYLAND TOTAL	
MODERATOR (1)	
MIRANDA S. JONES	1,842
DOUG ALONGI (Write-In)	51
	0
	0
	0
	0
WRITE-IN	15
TOTAL VOTES OVERVOTES	1,908
UNDERVOTES	0
	567
BLANKS	567
VOTES + BLANKS	2,475
MODERATOR (1)	
MIRANDA S. JONES	533
DOUG ALONGI (Write-In)	13
	0
	0
	0
	0
WRITE-IN	4

TOTAL VOTES OVERVOTES	550
UNDERVOTES	0
	163
BLANKS	163
VOTES + BLANKS	713
MODERATOR (1)	
MIRANDA S. JONES	445
DOUG ALONGI (Write-In)	20
	0
	0
	0
	0
WRITE-IN	2
TOTAL VOTES OVERVOTES	467
UNDERVOTES	0
	144
BLANKS	144
VOTES + BLANKS	611
MODERATOR (1)	
MIRANDA S. JONES	362
DOUG ALONGI (Write-In)	10
	0
	0
	0
	0
WRITE-IN	7
TOTAL VOTES OVERVOTES	379
UNDERVOTES	0
	132
BLANKS	132
VOTES + BLANKS	511
MODERATOR (1)	
MIRANDA S. JONES	502
DOUG ALONGI (Write-In)	8
	0
	0
	0
	0
WRITE-IN	2
TOTAL VOTES OVERVOTES	512
UNDERVOTES	0
	128
BLANKS	128
VOTES + BLANKS	640
SELECT BOARD (2)	
DAVID V. WATKINS	1,247
ANNE BRENSLEY	1,637
WILLIAM D. WHITNEY	1,435
	0

	0
	0
WRITE-IN	13
TOTAL VOTES OVERVOTES	4,232
UNDERVOTES	0
	718
BLANKS	718
VOTES + BLANKS	4,950
SELECT BOARD (2)	
DAVID V. WATKINS	373
ANNE BRENSLEY	500
WILLIAM D. WHITNEY	368
	0
	0
	0
WRITE-IN	3
TOTAL VOTES OVERVOTES	1,244
UNDERVOTES	0
	182
BLANKS	182
VOTES + BLANKS	1,426
SELECT BOARD (2)	
DAVID V. WATKINS	307
ANNE BRENSLEY	375
WILLIAM D. WHITNEY	318
	0
	0
	0
WRITE-IN	3
TOTAL VOTES OVERVOTES	1,003
UNDERVOTES	0
	219
BLANKS	219
VOTES + BLANKS	1,222
SELECT BOARD (2)	
DAVID V. WATKINS	264
ANNE BRENSLEY	315
WILLIAM D. WHITNEY	373
	0
	0
	0
WRITE-IN	3
TOTAL VOTES OVERVOTES	855
UNDERVOTES	0
	167
BLANKS	167
VOTES + BLANKS	1,022
SELECT BOARD (2)	
DAVID V. WATKINS	303

ANNE BRENSLEY	447
WILLIAM D. WHITNEY	376
	0
	0
	0
WRITE-IN	4
TOTAL VOTES OVERVOTES	1,130
UNDERVOTES	0
	150
BLANKS	150
VOTES + BLANKS	1,280
SCHOOL COMMITTEE (2)	
CRAIG W. GRUBER	969
DOVIE KING	566
ERIN E. MUELLER	1,312
CHRISTINA MARIE RODRIGO	1,686
	0
	0
WRITE-IN	5
TOTAL VOTES OVERVOTES	4,538
UNDERVOTES	0
	412
BLANKS	412
VOTES + BLANKS	4,950
SCHOOL COMMITTEE (2)	
CRAIG W. GRUBER	269
DOVIE KING	178
ERIN E. MUELLER	349
CHRISTINA MARIE RODRIGO	496
	0
	0
WRITE-IN	0
TOTAL VOTES OVERVOTES	1,292
UNDERVOTES	0
	134
BLANKS	134
VOTES + BLANKS	1,426
SCHOOL COMMITTEE (2)	
CRAIG W. GRUBER	278
DOVIE KING	125
ERIN E. MUELLER	333
CHRISTINA MARIE RODRIGO	380
	0
	0
WRITE-IN	1
TOTAL VOTES OVERVOTES	1,117
UNDERVOTES	0
	105
BLANKS	105

VOTES + BLANKS	1,222
SCHOOL COMMITTEE (2)	
CRAIG W. GRUBER	202
DOVIE KING	113
ERIN E. MUELLER	264
CHRISTINA MARIE RODRIGO	362
	0
	0
WRITE-IN	3
TOTAL VOTES OVERVOTES	944
UNDERVOTES	0
	78
BLANKS	78
VOTES + BLANKS	1,022
SCHOOL COMMITTEE (2)	
CRAIG W. GRUBER	220
DOVIE KING	150
ERIN E. MUELLER	366
CHRISTINA MARIE RODRIGO	448
	0
	0
WRITE-IN	1
TOTAL VOTES OVERVOTES	1,185
UNDERVOTES	0
	95
BLANKS	95
VOTES + BLANKS	1,280
BOARD OF ASSESSORS (2)	
PHILIP DAVID PARKS, II	1,554
MASSIMO TAURISANO	1,394
MARYANN M. WOHLFARTH	749
	0
	0
	0
WRITE-IN	4
TOTAL VOTES OVERVOTES	3,701
UNDERVOTES	0
	1,249
BLANKS	1,249
VOTES + BLANKS	4,950
BOARD OF ASSESSORS (2)	
PHILIP DAVID PARKS, II	466
MASSIMO TAURISANO	396
MARYANN M. WOHLFARTH	207
	0
	0
	0
WRITE-IN	0

TOTAL VOTES OVERVOTES	1,069
UNDERVOTES	0
	357
BLANKS	357
VOTES + BLANKS	1,426
BOARD OF ASSESSORS (2)	
PHILIP DAVID PARKS, II	350
MASSIMO TAURISANO	312
MARYANN M. WOHLFARTH	223
	0
	0
	0
WRITE-IN	1
TOTAL VOTES OVERVOTES	886
UNDERVOTES	0
	336
BLANKS	336
VOTES + BLANKS	1,222
BOARD OF ASSESSORS (2)	
PHILIP DAVID PARKS, II	312
MASSIMO TAURISANO	303
MARYANN M. WOHLFARTH	155
	0
	0
	0
WRITE-IN	0
TOTAL VOTES OVERVOTES	770
UNDERVOTES	0
	252
BLANKS	252
VOTES + BLANKS	1,022
BOARD OF ASSESSORS (2)	
PHILIP DAVID PARKS, II	426
MASSIMO TAURISANO	383
MARYANN M. WOHLFARTH	164
	0
	0
	0
WRITE-IN	3
TOTAL VOTES OVERVOTES	976
UNDERVOTES	0
	304
BLANKS	304
VOTES + BLANKS	1,280
TRUSTEES OF THE PUBLIC LIBRARY (2)	
AIDA ABOUD GENNIS	1,770
LEAH B. HART	1,764
	0
	0

	0
	0
WRITE-IN	17
TOTAL VOTES OVERVOTES	3,551
UNDERVOTES	0
	1,399
BLANKS	1,399
VOTES + BLANKS	4,950
TRUSTEES OF THE PUBLIC LIBRARY (2)	
AIDA ABOUD GENNIS	501
LEAH B. HART	496
	0
	0
	0
	0
WRITE-IN	7
TOTAL VOTES OVERVOTES	1,004
UNDERVOTES	0
	422
BLANKS	422
VOTES + BLANKS	1,426
TRUSTEES OF THE PUBLIC LIBRARY (2)	
AIDA ABOUD GENNIS	430
LEAH B. HART	436
	0
	0
	0
	0
WRITE-IN	4
TOTAL VOTES OVERVOTES	870
UNDERVOTES	0
	352
BLANKS	352
VOTES + BLANKS	1,222
TRUSTEES OF THE PUBLIC LIBRARY (2)	
AIDA ABOUD GENNIS	374
LEAH B. HART	364
	0
	0
	0
	0
WRITE-IN	6
TOTAL VOTES OVERVOTES	744
UNDERVOTES	0
	278
BLANKS	278
VOTES + BLANKS	1,022
TRUSTEES OF THE PUBLIC LIBRARY (2)	
AIDA ABOUD GENNIS	465

LEAH B. HART	468
	0
	0
	0
	0
WRITE-IN	0
TOTAL VOTES OVERVOTES	933
UNDERVOTES	0
	347
BLANKS	347
VOTES + BLANKS	1,280



**TOWN OF WAYLAND
 RECORD OF ACTION AND CERTIFICATION OF
 ANNUAL TOWN MEETING
 MONDAY, MAY 1, 2023
 Wayland High School – Field House**

Wayland’s Annual Town Meeting was held on Monday, May 1, 2023 in the Wayland High School Field House.

The Annual Town Meeting was called to order at 6:49 PM by Moderator Dennis Berry and at that time, it was determined the quorum of 100 had been met by 102 check-ins.

Moderator Berry began the meeting by informing those in attendance the votes would be taken by using electronic handheld clickers and reviewed the procedures to be used for electronic voting.

Mr. Berry announced the 2023 Annual Town Meeting would be his last meeting to moderate. He thanked everyone for their support but felt it was time to let someone else take over. He then introduced the newly-elected Moderator Miranda Jones. Ms. Jones was elected at the 2023 Annual Town Election in April and her term is for three years. Along with the introduction of Ms. Jones, newly hired Town Manager Michael McCall and Town Clerk Trudy Reid were introduced. Mr. McCall made a few remarks and thanked everyone for their support. Continuing with the introductions, State Rep David Linsky and State Senator Jamie Eldridge. Both gentlemen are Wayland’s new legislative representatives due to the 2020 Federal Census and redistricting. The time keeper, Alessandra Kingsford, along with the members of the Select Board and Finance Committee were also introduced. The Select Board in attendance included Chair Cherry Karlson, David Watkins, Thomas Fay, Carol Martin and Adam Gutbezah. Attending for the finance committee included Steve Correia, Pamela Roman, Jonathan Barnett and Michael Hoyle.

To get everyone comfortable with electronic voting, Moderator Berry started with a test question. Hearing no questions on the voting method, Mr. Berry seemed satisfied everyone was comfortable with the handheld clickers. Mr. Berry read the election results from the 2023 Annual Town Meeting, congratulated the newcomers and said a few words of thanks to the outgoing individuals. Next, Mr. Berry showed the return of service confirming the Town Meeting warrant was properly served.

Mr. Berry explained that many of the articles would be adopted under the Abbreviated Presentation Procedure. Specifically, of the articles, presented by the Select Board and other Town Boards and Committees would not require a second to their respective motions due to the fact that each Board previously had voted at their respective properly posted meeting to allow the article to appear on the warrant.

Using electronic check in stations, 182 registered voters checked in throughout the meeting, with many Town of Wayland department heads attending.



**TOWN OF WAYLAND
RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, MAY 1, 2023
Wayland High School – Field House**

ARTICLE 1: Recognize Citizens and Employees for Particular Service to the Town

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

1. To recognize citizens who have served in a volunteer capacity on elected and/or appointed boards, committees, and commissions for a minimum of 25 years (service need not be consecutive);
2. To recognize employees who have retired since the previous Annual Town Meeting or intend to retire prior to June 30, 2023, with a minimum of 20 years of service;
3. To request Town Meeting observe a moment of silence in memory of elected or appointed volunteers, employees with at least 10 years of service, or an employee while in service to the Town without regard to tenure, who passed away since the adjournment of the 2022 Annual Town Meeting.

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

The following town and school employees have retired since the 2022 Annual Town Meeting or will retire before June 30, 2023 and have or will have served the Town for over 20 years:

Charles Akins	Police Sergeant	39 years
John Berry	DPW	34 years
Jamie Berger	Police Detective Sergeant	25 years
Marie Dorr	School Food Service Manager	29 years
Stephen Farina	School Psychologist	22 years
Kathleen Hodge	School Dept - Account Coordinator	30 years
William Kane	DPW	22 years
Celeste Larson	Teacher	24 years
Marie Pesaturo	Teacher	26 years
Linda Stockwood	Teacher	30 years
Mark Wilkins	Police Officer	34 years

RECOMMENDATIONS:

The Select Board recommends approval. Vote: 5-0-0

The Finance Committee recommends approval. Vote: 5-0-0

Majority Vote Required

**TOWN OF WAYLAND
RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, MAY 1, 2023
Wayland High School – Field House**

ARTICLE 1: Recognize Citizens and Employees for Particular Service to the Town – CONT'D

MOTION 1: I move you sir that the Town recognize the following town and school employees who have retired since the 2022 Annual Town Meeting, or intend to retire prior to June 30, 2023, and have served the Town for over 20 years:

ACTION: After Motion 1 was made, Moderator Berry asked for a vote.

Electronic Vote – Affirmative – 110 / Negative – 2

MOTION 2: I move you sir that the Town recognize and observe a moment of silence in remembrance of the following elected or appointed volunteers or employees with 10 years of service who have passed away since the 2022 Annual Town Meeting:

Cecil Wareham	June 25, 2021	Fire Department
John McDonald, Jr.	May 21, 2022	DPW – Water
Michael O'Connor	August 17, 2022	Teacher
Mary Kathleen Murray	December 22, 2022	Public Safety Dispatcher
David Nelson	December 31, 2022	Cable Committee
Dorothy Wedlock	January 16, 2023	Building and School Departments
Evelyn M. Ekmejian	January 23, 2023	Council on Aging Committee
Barbara Manley	January 24, 2023	Wayland High School Librarian
Sema Faigen	October 23, 2022	School Committee, Finance Committee, Personnel Board
Virginia McNiff	November 17, 2022	School - Food Services
Ronald Profit	April 20, 2023	Fire Chief
James Gazzaniga	April 21, 2023	DPW-Highway

ACTION: Select Board Chair Cherry Karlson read the motion and stated a few others had been added to the list since the warrant was published. Moderator Berry asked for all to rise in a moment of silence. After a moment of silence, Moderator Berry disposed of the Motion 2 under Article 1.



TOWN OF WAYLAND
RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, MAY 1, 2023
Wayland High School – Field House

ARTICLE 2: Pay Previous Fiscal Year Unpaid Bills

To determine whether the Town will vote to:

- a. pay the bills of the prior fiscal years;
- b. appropriate a sum of money for the payment of the foregoing bills of prior fiscal years; and
- c. provide for such appropriation by taxation, by transfer from unappropriated funds, by transfer of funds

already appropriated for another purpose, [by borrowing, or otherwise].

Fiscal Year 2022 liabilities to be paid using Fiscal Year 2023 appropriations:

Aramark	\$	98.24	FY23 School Budget
Aramark	\$	119.15	FY23 School Budget
BP Trucking	\$	402.69	FY23 School Budget
Teachers Discovery	\$	862.50	FY23 School Budget
Teachers Discovery	\$	787.03	FY23 School Budget
Multi-Heath Systems Inc.	\$	311.99	FY23 School Budget
Shred It	\$	756.90	FY23 School Budget
Gatehouse Media	\$	1,275.71	FY23 Town Manager Expense Budget
Gaylord Archival	\$	950.97	FY23 Town Manager Expense Budget

Fiscal Year 2021 liabilities to be paid using Fiscal Year 2023 appropriations:

KP Law	\$	4,563.46	FY23 Town Manager Expense Budget
--------	----	----------	----------------------------------

Total \$ 10,128.64

RECOMMENDATION: The Finance Committee recommends approval. Vote: 5-0-0



**TOWN OF WAYLAND
RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, MAY 1, 2023
Wayland High School – Field House**

ARTICLE 2: Pay Previous Fiscal Year Unpaid Bills – CONT'D

4/5 vote required.

ACTIONS: MOVED by Select Board Chair Cherry Karlson to vote that Article 2 be adopted under the Abbreviated Presentation Procedure and was confirmed the motion is consistent with the warrant.

Seeing or hearing no questions, Moderator Berry called for a vote.

Electronic Vote: Affirmative – 114 / Negative – 3. Article 2 was adopted and disposed of by the Moderator.



**TOWN OF WAYLAND
 RECORD OF ACTION AND CERTIFICATION OF
 ANNUAL TOWN MEETING
 MONDAY, MAY 1, 2023
 Wayland High School – Field House**

ARTICLE 3: Current Year Transfers

To determine whether the Town will vote to transfer from the FY2023 Unclassified Health/Life Insurance account the sum of \$82,000 to supplement the operation and expenses of the Town Departments listed below for the current fiscal year.

CURRENT YEAR TRANSFERS FY2023

PURPOSE:	AMOUNT
1) Treasury Expense	\$ 25,000
2) Treasury Personnel Services	\$ 35,000
3) Finance Personnel Services	\$ 22,000
Total	\$ 82,000

FUNDING SOURCES:

1) Unclassified: Health/Life Insurance	\$ 25,000
2) Unclassified: Health/Life Insurance	\$ 35,000
3) Unclassified: Health/Life Insurance	\$ 22,000
Total	\$ 82,000

RECOMMENDATIONS:

The Select Board recommends approval. Vote: 5-0-0

The Finance Committee recommends approval. Vote: 6-0-0

Majority vote required.

ACTIONS: MOVED by Select Board Chair Cherry Karlson that Article 3 be adopted under the Abbreviated Presentation Procedure and was confirmed to be consistent with the warrant.

Seeing or hearing no questions, Moderator Berry called for a vote.

Electronic Vote: Affirmative – 112 / Negative – 6. Article 3 was adopted and disposed of by the Moderator.



**TOWN OF WAYLAND
RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, MAY 1, 2023
Wayland High School – Field House**

ARTICLE 4: OPEB Funding

To determine whether the Town will vote to:

- a) appropriate an aggregate amount of \$32,349 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 | \$ 6,138 |
| 2) BASE | \$ 5,529 |
| 3) Children's Way | \$ 10,547 |
| 4) Water | \$ 7,663 |
| 5) Wastewater | \$ 824 |
| 6) Recreation | \$ 1,648, and |
- b) appropriate \$500,000 to be deposited in the Town's Other Post-Employment Benefits Trust Fund; and that said appropriation be provided by taxation.

RECOMMENDATION:

The Finance Committee recommends approval. Vote: 5-1-0

The Select Board recommends approval. Vote 5-0-0

Majority vote required.

ACTIONS: MOVED by Select Board member David Watkins that Article 3 be adopted under the Abbreviated Presentation Procedure and was confirmed to be identical with the warrant. Seeing or hearing no questions, Moderator Berry called for a vote.

Electronic Vote: Affirmative – 115 / Negative – 8. Article 4 was adopted and disposed of by the Moderator.



**TOWN OF WAYLAND
 RECORD OF ACTION AND CERTIFICATION OF
 ANNUAL TOWN MEETING
 MONDAY, MAY 1, 2023
 Wayland High School – Field House**

ARTICLE 5: Enterprise Fund Budgets

To determine whether the Town will vote to raise, appropriate, transfer from available funds or borrow a sum of money in the aggregate amount of \$6,105,250 for the operation and expenses of the Water Enterprise Fund, the Wastewater Enterprise Fund and Transfer Station Enterprise Fund as set forth in the Finance Committee’s Budget for Fiscal Year 2024, including capital expenses for equipment, improvements or other purposes, which sum shall be expended only for the purposes shown under the respective boards, committees and offices of the Town, with such appropriation being raised in the respective departmental receipts and the sum of \$75,000 to be raised by taxation as follows:

1) Water Revenue	\$ 4,700,812
2) Wastewater Revenue	\$ 722,739
3) Wastewater Certified Retained Earnings	\$ 182,923
4) Transfer Station Revenue	\$ 423,776
5) General Fund Subsidy	\$ 75,000

<u>TOWN ENTERPRISE FUNDS (EF)</u>	ACTUAL FY 2021	ACTUAL FY 2022	APPROVED FY 2023	PROPOSED FY 2024
TOTAL WATER EF	\$ 3,772,969	\$ 3,663,397	\$ 4,184,227	\$ 4,700,812
TOTAL WASTEWATER EF	\$ 687,981	\$ 617,271	\$ 923,640	\$ 905,662
TOTAL TRANSFER STATION EF	\$ 361,074	\$ 350,070	\$ 503,942	\$ 498,776

RECOMMENDATIONS:

The Select Board recommends approval. Vote: 5-0-0

The Finance Committee recommends approval. Vote: 6-0-0

Majority vote required.



**TOWN OF WAYLAND
RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, MAY 1, 2023
Wayland High School – Field House**

ARTICLE 5: Enterprise Fund Budgets – CONT'D

ACTIONS: MOVED by Select Board member David Watkins that Article 5 be adopted under the Abbreviated Presentation Procedure and was confirmed to be identical to the warrant. Seeing or hearing no questions, Moderator Berry called for a vote.

Electronic Vote: Affirmative – 122 / Negative – 7. Article 5 was adopted and disposed of by the Moderator.



**TOWN OF WAYLAND
RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, MAY 1, 2023
Wayland High School – Field House**

ARTICLE 6: Fiscal Year 2024 Revolving Fund – Expenditure Limits

To determine if the Town will vote to set the following enumerated dollar figures as the total amount to be expended from the respective authorized revolving funds for Fiscal Year 2024, or take any action relative thereto:

1. Council on Aging:	\$	34,000
2. School Department / Professional Development:	\$	3,000
3. School Department / Curriculum:	\$	0
4. Recreation:	\$	972,000
5. Recreation Athletic Fields:	\$	400,000
6. Conservation Community Gardens:	\$	3,000

RECOMMENDATIONS:

The Select Board recommends approval. Vote: 5-0-0

The Finance Committee recommends approval. Vote: 5-0-0

Majority vote required.

ACTIONS: MOVED by Select Board member Tom Fay that Article 6 be adopted under the Abbreviated Presentation Procedure and confirmed to be identical to the warrant.

Seeing or hearing no questions, Moderator Berry called for a vote.

Electronic Vote: Affirmative – 123 / Negative – 5. Article 6 was adopted and disposed of by the Moderator.



**TOWN OF WAYLAND
RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, MAY 1, 2023
Wayland High School – Field House**

ARTICLE 7: Personnel Bylaws and Wage and Classification Plan

To determine whether the Town will vote to

- a) 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 to amend recreational and seasonal positions and adjust selected positions affected by the Massachusetts minimum wage;
- b) 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 to amend the non-union positions;
- c) transfer from FY2023 budgeted Unclassified: Reserve for Salary Settlement account \$214,355 and from budgeted Debt and Interest account \$349,607 for the purpose of funding the collective bargaining agreement reached between the Town of Wayland and the Fire Union and to authorize the Town Accountant to allocate said amounts to be distributed to and among the department personnel and line items affected thereby in such amounts as are proper and required.

Majority vote required.

RECOMMENDATIONS:

The Select Board recommends approval. Vote: 5-0-0

The Personnel Board recommends approval. Vote: 4-0-1

The Finance Committee recommends approval. Vote: 5-0-0

ACTIONS: MOVED by Select Board Chair Cherry Karlson that Article 7 be adopted under the Abbreviated Presentation Procedure and confirmed to be substantial to the warrant.

Seeing or hearing no questions, Moderator Berry called for a vote.

Electronic Vote: Affirmative – 108 / Negative – 13. Article 7 was adopted and disposed of by the Moderator.



**TOWN OF WAYLAND
RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, MAY 1, 2023
Wayland High School – Field House**

ARTICLE 8: Update the Town's Personnel Handbook, Policies and Procedures and Town Code
Chapter 43 Personnel

To determine if the Town will vote to appropriate \$30,000 from General Fund: Unreserved Fund Balance to hire a consultant to work under the direction of the Town Manager, in consultation with the Personnel Board and Select Board, for the purposes of:

- 1) reviewing and recommending revisions to the Town Code Chapter 43 Personnel including without limitation to be consistent with Chapter 33 of the Acts of 2022; and
- 2) updating the Town's Employee Handbook and Personnel Policies and Procedures.

RECOMMENDATIONS:

The Select Board recommends approval. Vote: 5-0-0

The Personnel Board recommends approval. Vote: 4-0-0

The Finance Committee recommends approval. Vote: 4-0-0

Majority vote required.

ACTIONS: Moved by Select Board member David Watkins to vote that the Town appropriate \$30,000 from the General Fund: Unreserved Fund Balance to hire a consultant to work under the direction of the Town Manager, in consultation with the Personnel Board and Select Board, for the purposes of:

- 1) reviewing and recommending revisions to the Town Code Chapter 43 Personnel including without limitation to be consistent with Chapter 33 of the Acts of 2022; and
- 2) updating the Town's Employee Handbook and Personnel Policies and Procedures.

Mr. Watkins stated that review is needed due to the Town Manager Act and that any change would be brought back to a future Town Meeting for a vote.

Maryanne Peabody of the Personnel Board spoke in favor of this motion saying with this vote, it would allow the Personnel Board and the Town Manager to work together on changes.

Seeing or hearing no further comments, Moderator Berry called for a vote.

Electronic vote: Affirmative 139 / Negative – 11. Article 8 was adopted and disposed of by the Moderator.



**TOWN OF WAYLAND
RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, MAY 1, 2023
Wayland High School – Field House**

ARTICLE 9: Payment of River's Edge Asbestos Expense

To determine if the Town will appropriate \$524,742 from the Receipts Reserved for Sale of Real Estate account to pay for the expense associated with the removal and related costs of removal of asbestos containing material and associated soil on town-owned land at 484-490 Boston Post Road.

RECOMMENDATIONS:

The Select Board recommends approval. Vote: 5-0-0

The Finance Committee recommends approval. Vote: 4-0-1

Majority vote required.

ACTIONS: MOVED by Select Board Chair Cherry Karlson that Article 9 be adopted under the Abbreviated Presentation Procedure and was confirmed to be identical to the warrant.

Seeing or hearing no questions, Moderator Berry called for a vote.

Electronic Vote: Affirmative – 129 / Negative – 15. Article 9 was adopted and disposed of by the Moderator.



**TOWN OF WAYLAND
RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, MAY 1, 2023
Wayland High School – Field House**

ARTICLE 10: Surface Water Quality Budget

To determine whether the Town will vote to appropriate \$25,000, or any other sum, for the expenses of the Surface Water Quality Committee to be spent under the direction of the Select Board.

RECOMMENDATIONS:

The Select Board recommends approval. Vote: 5-0-0

The Finance Committee recommends approval. Vote: 6-0-0

Majority vote required.

ACTIONS: MOVED by Select Board Member Carol Martin that the Town vote to appropriate \$25,000 from the General Fund: Unreserved Fund Balance for the expenses of the Surface Water Quality Committee to be spent under the direction of the Select Board. Mrs. Martin explained the motion is substantially the same as the warrant but the funding source was not named in the warrant.

Seeing or hearing no questions, Moderator Berry called for a vote.

Electronic Vote: Affirmative – 137 / Negative – 4. Article 10 was adopted and disposed of by the Moderator.



TOWN OF WAYLAND
RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, MAY 1, 2023
Wayland High School – Field House

ARTICLE 11: Special Education Reserve Fund

To see if the Town will vote to:

- a) Establish a fund under the provisions of M.G.L. c. 40 section 13E to be known as the Special Education Reserve Fund, the purpose of which is to allow the Schools, from time to time, to reserve funds that can be used in future years to pay, without further appropriation, for unanticipated or unbudgeted costs of special education, out of district tuition, transportation and recovery high school tuition.
- b) Determine whether the Town will vote to appropriate the sum of \$150,000 to said fund to be provided by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by borrowing or otherwise.

RECOMMENDATION: The Finance Committee recommends approval. Vote: 6-0-0

Majority vote required.

ACTIONS: MOVED by School Committee Chair Chris Ryan to see if the Town will vote to: a) establish a fund under the provisions of G.L. c40, section 13E to be known as the Special Education Reserve Fund, the purpose of which is to allow the Schools, from time to time, to reserve funds that can be used in future years to pay, without further appropriate, for unanticipated or unbudgeted costs of special education, out of district, transportation and recovery high school tuition and b) vote to appropriate the sum of \$150,000 to said fund to be provided by taxation. Mr. Ryan spoke in favor of this article to help with school budgeting, and the unanticipated Special Education costs. Mr. Ryan indicated these funds can only be expended/transferred by the majority of the School Committee and the Select Board. There were a few questions from residents for clarification on the motion, which Mr. Ryan provided an explanation.

Seeing or hearing no further questions, Moderator Berry called for a vote.

Electronic Vote: Affirmative – 131 / Negative – 27. Article 11 was adopted and disposed of by the Moderator.



**TOWN OF WAYLAND
RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, MAY 1, 2023
Wayland High School – Field House**

ARTICLE 12: MWRA Admission Application – Approval to Proceed

To determine whether the Town will authorize the Board of Public Works and the Select Board to take any action necessary to pursue admission, as a new community, to the Massachusetts Water Resources Authority water system which would facilitate a permanent connection to this system as a water source for Wayland.

RECOMMENDATION:

The Board of Public Works recommends approval. Vote: 5-0-0

The Select Board recommends approval. Vote: 5-0-0

The Finance Committee recommends approval. Vote: 5-1-0

Majority vote required.

ACTION: MOVED by Board of Public Works member Michael Wegerbauer to see if the Town will vote to authorize the Board of Public Works and the Select Board to take any action necessary to pursue admission, as a new community, to the Massachusetts Water Resources Authority water system which would facilitate a permanent connection to this system as a water source for Wayland. Mr. Wegerbauer made several comments in support of this motion. Select Board member Carol Martin spoke twice in favor of this article, once as a member of the Select Board, as well as speaking on her own behalf.

Seeing or hearing no further questions, Moderator Berry called for a vote.

Electronic Vote: Affirmative – 162 / Negative – 6. Article 12 was adopted and disposed of by the Moderator.



TOWN OF WAYLAND
RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, MAY 1, 2023
Wayland High School – Field House

At this point in the meeting, Moderator Berry introduced Richard Turner, Chair of the Public Ceremonies Committee, in order to present the C. Peter R. Gossels Good Government Award, named in honor of Peter's remarkable and esteemed volunteered service to the Town of Wayland over a period of 50 years. Members of the Gossels family were invited to join Mr. Turner at the podium, as well as the Dyer family. The recipient of the second annual C. Peter R. Gossels Good Government Award was proudly given to another outstanding Wayland resident – John C. Dyer. Mr. Dyer was a Korean War veteran, serving the nation in the US Air Force. John and his wife Patricia, raised their family in Wayland, and also spent 50 years serving the Wayland community. Mr. Dyer passed away in 2021 at the age of 87.

Mr. Turner continued with a second announcement from the Public Ceremonies Committee to award the Lydia Maria Child Award for Outstanding Public Service. This year, the award was given to Jane H. Sciacca, who best represented the concern and care that Lydia Maria Child demonstrated for making her community a better place. This presentation will take place at the next Public Ceremonies Committee meeting on May 10, 2023.

Ms. Karen Blumenfeld, Vice Chair of Wayland's Human Rights, Diversity, Equity and Inclusion Committee spoke next at the podium to read the Indigenous Land Acknowledgment. This is read aloud at the start of every HRDEIC meeting.

“This evening the Wayland Human Rights, Diversity, Equity and Inclusion Committee would like to acknowledge the following Indigenous Peoples on whose traditional homelands we live, work and gather today: The Massachusett, the Nipmuc, the Wampanoag, and the Pawtucket. We acknowledge their ancestors, particularly Karto of the Massachusett tribe, who was steward of much of the land now encompassing Sudbury and Wayland when European settlers arrived to colonize this place in 1638. We seek to understand, acknowledge, and remember the painful, ongoing history of war, genocide, and forced removal of Indigenous peoples by European settlers. And we offer a living celebration of the Indigenous communities who are not just part of the past, but who continue to live and make new history here today. May we all commit to deepening our relationships with Indigenous communities and to being their allies in working for justice”.



TOWN OF WAYLAND
RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, MAY 1, 2023
Wayland High School – Field House

ARTICLE 13: FY 2024 Omnibus Budget

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.

MOTIONS UNDER ARTICLE 13:

1) "That each and every numbered item set forth in the Finance Committee's Budget for Fiscal Year 2024 be voted, granted and appropriated as an expenditure for several purposes and uses set forth in said budget establishing a total budget of \$ 99,726,007 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 \$97,715,128 shall be raised by taxation, \$409,400 shall be provided by transfer from Ambulance receipts, \$1,601,479 shall be transfer from other funds.

2) "That each and every numbered item set forth in the Finance Committee's capital budget of Fiscal Year 2024 listed on pages 52-58 in the total amount of \$5,456,372 be appropriated for equipment and vehicles acquisitions and projected for the listed departments, each of which shall be an appropriation, and of the total sum so appropriated, the Treasurer, with the approval of the Select Board, is authorized to borrow \$1,876,000 pursuant to the provisions of Massachusetts General Laws Chapter 44, Sections 7 and 8, \$1,389,081 to be raised from Surplus Capital Funds, \$1,764,291 shall be provided by transfer from Unreserved Fund Balance, \$288,000 shall be provided from Ambulance Receipts, \$139,000 shall be raised by Water Enterprise Fund Certified Retained Earnings

RECOMMENDATION: The Finance Committee recommends approval. Operating Budget Vote: 6-0-0 and Capital Budget Vote: 4-1-1

Majority vote required.



**TOWN OF WAYLAND
 RECORD OF ACTION AND CERTIFICATION OF
 ANNUAL TOWN MEETING
 MONDAY, MAY 1, 2023
 Wayland High School – Field House**

ARTICLE 13: FY 2024 Omnibus Budget – Capital Budget - CONT'D

MOTION NO. 1

MOVED by Finance Committee Co-chair Pamela Roman to vote that each and every numbered item set forth in the Finance Committee’s Budget for Fiscal Year 2024 listed on pages 43-51 be voted, granted and appropriated as an expenditure for the several purposes and uses set forth in said budget establishing a total budget of \$99,726,007 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, \$97,715,128 shall be raised by taxation, \$409,400 shall be provided by transfer from Ambulance receipts, and \$1,601,479 shall be provided by transferred from the following funds:

\$ 1,659	from Council on Aging
\$424,056	from Water Fund
\$ 42,721	from Wastewater Fund
\$ 55,108	from Recreation Revolving
\$ 19,521	from Recreation Fields
\$279,191	from BASE
\$171,378	from Children’s Way
\$157,845	from Food Service and
\$450,000	from Receipts Reserved for Sale of Real Estate to defray the costs of debt service

Majority vote required.

	<u>FISCAL YEAR 2024 BUDGET</u>	ACTUAL	ACTUAL	APPROVED	REQUESTED
		FY 2021	FY 2022	FY 2023	FY 2024
	SELECT BOARD				
	PURCHASE OF SERVICES	\$54,169	\$36,096	\$52,000	\$52,000
	SUPPLIES	\$1,150		\$2,000	\$2,000
1	TOTAL EXPENSES	\$55,319	\$36,096	\$54,000	\$54,000
	TOTAL SELECTMEN	\$55,319	\$36,096	\$54,000	\$54,000
	TOWN OFFICE				
2	PERSONNEL SERVICES	\$672,012	\$708,169	\$712,500	\$697,302
	PURCHASE OF SERVICES	\$236,404	\$185,228	\$203,039	\$203,039
	SUPPLIES	\$59,754	\$51,944	\$66,168	\$66,168
3	TOTAL EXPENSES	\$296,158	\$237,172	\$269,207	\$269,207
	TOTAL TOWN OFFICE	\$968,170	\$945,341	\$981,707	\$966,509
	PERSONNEL BOARD				
4	PERSONNEL SERVICES	\$8,000	\$0	\$17,500	\$17,500
	PURCHASE OF SERVICES	\$16,865	\$17,472	\$26,000	\$21,000
5	TOTAL EXPENSES	\$16,865	\$17,472	\$26,000	\$21,000
	TOTAL PERSONNEL BOARD	\$24,865	\$17,472	\$43,500	\$38,500
	FINANCE				
6	PERSONNEL SERVICES	\$280,005	\$318,186	\$325,036	\$365,007
	PURCHASE OF SERVICES	\$46,055	\$63,505	\$65,865	\$65,864
	SUPPLIES	\$0		\$500	\$500
7	TOTAL EXPENSES	\$46,055	\$63,505	\$66,365	\$66,364
	TOTAL FINANCE	\$326,060	\$381,691	\$391,401	\$431,371

	FISCAL YEAR 2024 BUDGET	ACTUAL	ACTUAL	APPROVED	REQUESTED
		FY 2021	FY 2022	FY 2022	FY 2023
	ASSESSOR				
8	PERSONNEL SERVICES	\$148,673	\$202,878	\$246,745	\$259,837
	PURCHASE OF SERVICES	\$43,788	\$34,065	\$59,201	\$59,201
	SUPPLIES	\$899	\$0	\$2,500	\$2,500
9	TOTAL EXPENSES	\$44,686	\$34,065	\$61,701	\$61,701
	TOTAL ASSESSOR	\$193,359	\$236,943	\$308,446	\$321,538
	TREASURER				
10	PERSONNEL SERVICES	\$165,385	\$223,317	\$209,139	\$233,738
	PURCHASE OF SERVICES	\$65,641	\$125,226	\$63,050	\$66,650
	SUPPLIES	\$24,513	\$24,444	\$25,000	\$25,000
11	TOTAL EXPENSES	\$90,154	\$149,670	\$88,050	\$91,650
	TOTAL TREASURER	\$255,539	\$372,987	\$297,189	\$325,388
	TOWN COUNSEL				
	PURCHASE OF SERVICES	\$306,706	\$213,221	\$244,000	\$244,000
	SUPPLIES	\$0	\$0	\$0	\$0
12	TOTAL EXPENSES	\$306,706	\$213,221	\$244,000	\$244,000
	TOTAL TOWN COUNSEL	\$306,706	\$213,221	\$244,000	\$244,000
	INFORMATION TECHNOLOGY				
13	PERSONNEL SERVICES	\$334,595	\$389,697	\$367,762	\$395,081
	PURCHASE OF SERVICES	\$81,187	\$147,509	\$174,000	\$174,000
	SUPPLIES	\$318,926	\$458,309	\$550,350	\$550,350
14	TOTAL EXPENSES	\$400,113	\$605,818	\$724,350	\$724,350
	TOTAL INFORMATION TECHNOLOGY	\$734,708	\$995,515	\$1,092,112	\$1,119,431

	FISCAL YEAR 2024 BUDGET	ACTUAL FY 2021	ACTUAL FY 2022	APPROVED FY 2023	REQUESTED FY 2024
	TOWN CLERK				
15	PERSONNEL SERVICES	\$140,466	\$139,396	\$186,619	\$222,483
	PURCHASE OF SERVICES	\$72,536	\$42,384	\$79,100	\$54,981
	SUPPLIES	\$2,340	\$1,428	\$1,304	\$1,304
16	TOTAL EXPENSES	\$74,876	\$43,812	\$80,404	\$56,285
	TOTAL TOWN CLERK	\$215,342	\$183,208	\$267,023	\$278,768
	CONSERVATION				
17	PERSONNEL SERVICES	\$209,925	\$207,282	\$254,139	\$252,375
	PURCHASE OF SERVICES	\$19,991	\$48,569	\$43,650	\$39,050
	SUPPLIES	\$8,826	\$6,433	\$17,550	\$17,550
18	TOTAL EXPENSES	\$28,816	\$55,002	\$61,200	\$56,600
	TOTAL CONSERVATION	\$238,741	\$262,284	\$315,339	\$308,975
	PLANNING				
19	PERSONNEL SERVICES	\$102,034	\$90,852	\$103,559	\$106,781
	PURCHASE OF SERVICES	\$1,881	\$2,082	\$7,100	\$6,300
	SUPPLIES	\$225	\$0	\$200	\$200
20	TOTAL EXPENSES	\$2,106	\$2,082	\$7,300	\$6,500
	TOTAL PLANNING	\$104,140	\$92,934	\$110,859	\$113,281
	FACILITIES				
21	PERSONNEL SERVICES	\$447,156	\$531,362	\$642,889	\$653,363
	PURCHASE OF SERVICES	\$525,158	\$501,587	\$301,713	\$301,713
	UTILITIES	\$433,748	\$530,359	\$719,710	\$217,146
	SUPPLIES	\$72,306	\$76,533	\$122,800	\$122,800
22	TOTAL EXPENSES	\$1,031,212	\$1,108,479	\$1,144,223	\$641,659
	TOTAL FACILITIES	\$1,478,368	\$1,639,841	\$1,787,112	\$1,295,022

	<u>FISCAL YEAR 2024 BUDGET</u>	ACTUAL	ACTUAL	APPROVED	REQUESTED
		FY 2021	FY 2022	FY 2023	FY 2024
	MISC COMMITTEES <i>Historic Commission, Historic District Commission, Public Ceremonies Committee</i>				
23	PURCHASE OF SERVICES	\$2,254	\$3,539	\$3,775	\$3,775
	TOTAL EXPENSES	\$2,254	\$3,539	\$3,775	\$3,775
	TOTAL MISC COMMITTEES	\$2,254	\$3,539	\$3,775	\$3,775
	POLICE				
24	PERSONNEL SERVICES	\$2,652,047	\$2,865,450	\$3,008,304	\$3,083,765
	PURCHASE OF SERVICES	\$96,126	\$116,065	\$123,480	\$178,480
	SUPPLIES	\$224,852	\$221,634	\$284,725	\$284,725
25	TOTAL EXPENSES	\$320,978	\$337,699	\$408,205	\$463,205
	TOTAL POLICE	\$2,973,026	\$3,203,149	\$3,416,509	\$3,546,970
	JOINT COMMUNICATIONS				
26	PERSONNEL SERVICES	\$553,848	\$636,636	\$651,772	\$682,045
	PURCHASE OF SERVICES	\$9,627	\$7,789	\$8,000	\$9,500
	UTILITIES	\$16,726	\$12,383	\$16,000	\$16,000
	SUPPLIES	\$9,704	\$12,306	\$14,000	\$14,000
27	TOTAL EXPENSES	\$36,057	\$32,478	\$38,000	\$39,500
	TOTAL JOINT COMMUNICATIONS	\$589,905	\$669,114	\$689,772	\$721,545

	FISCAL YEAR 2024 BUDGET	ACTUAL	ACTUAL	APPROVED	REQUESTED
		FY 2021	FY 2022	FY 2023	FY 2024
	FIRE & ALS				
28	PERSONNEL SERVICES	\$2,706,634	\$2,813,267	\$3,044,937	\$3,371,858
	PURCHASE OF SERVICES	\$70,445	\$68,001	\$72,600	\$84,850
	SUPPLIES	\$204,209	\$208,957	\$229,239	\$229,239
29	TOTAL EXPENSES	\$274,655	\$276,958	\$301,839	\$314,089
	TOTAL FIRE	\$2,981,289	\$3,090,225	\$3,346,776	\$3,685,947
	BUILDING & ZONING				
30	PERSONNEL SERVICES	\$361,577	\$366,402	\$415,576	\$434,951
	PURCHASE OF SERVICES	\$12,290	\$18,266	\$16,550	\$16,550
	SUPPLIES	\$819	\$5,596	\$1,500	\$1,500
31	TOTAL EXPENSES	\$13,109	\$23,862	\$18,050	\$18,050
	TOTAL BUILDING & ZONING	\$374,685	\$390,264	\$433,626	\$453,001
	SCHOOLS				
32	TOTAL SCHOOLS	\$43,453,057	\$45,222,274	\$47,164,771	\$48,803,195
	REGIONAL VOCATIONAL SCHOOLS				
33	TOTAL REGIONAL VOC SCHOOLS	\$360,163	\$227,357	\$214,000	\$85,810
	DPW				
	PERSONNEL SERVICES	\$2,025,771	\$1,987,101	\$2,321,337	\$2,387,039

	DPW ENGINEERING				
34	PERSONNEL SERVICES	\$293,013	\$254,196	\$329,807	\$330,539
	PURCHASE SERVICES	\$13,552	\$12,145	\$25,500	\$11,580
	SUPPLIES	\$8,829	\$7,233	\$15,420	\$15,420
35	TOTAL EXPENSES	\$22,381	\$19,378	\$40,920	\$27,000
	TOTAL ENGINEERING	\$315,394	\$273,574	\$370,727	\$357,539
	HIGHWAY				
36	PERSONNEL SERVICES	\$1,001,688	\$994,855	\$1,133,034	\$1,157,445
	FISCAL YEAR 2024 BUDGET	ACTUAL	ACTUAL	APPROVED	REQUESTED
		FY 2021	FY 2022	FY 2023	FY 2024
	PURCHASE SERVICES	\$412,609	\$387,511	\$469,000	\$494,000
	SUPPLIES	\$114,945	\$126,910	\$167,500	\$167,500
37	TOTAL EXPENSES	\$527,554	\$514,421	\$636,500	\$661,500
	TOTAL HIGHWAY	\$1,529,243	\$1,509,276	\$1,769,534	\$1,818,945
	PARK AND CEMETERY				
38	PERSONNEL SERVICES	\$731,069	\$738,050	\$858,496	\$899,055
	PURCHASE SERVICES	\$186,073	\$221,076	\$246,000	\$283,400
	SUPPLIES	\$102,139	\$124,554	\$171,850	\$171,850
39	TOTAL EXPENSES	\$288,211	\$345,630	\$417,850	\$455,250
	TOTAL PARK AND CEMETERY	\$1,019,281	\$1,083,680	\$1,276,346	\$1,354,305
	LANDFILL				
40	PURCHASE SERVICES	\$44,115	\$46,543	\$65,000	\$65,000
	TOTAL DPW	\$2,908,032	\$2,913,073	\$3,481,607	\$3,595,789
	SNOW AND ICE				
41	PERSONNEL SERVICES	\$149,832	\$126,751	\$175,000	\$175,000

	PURCHASE OF SERVICES	\$117,593	\$105,063	\$100,000	\$125,000
	SUPPLIES	\$232,093	\$240,199	\$225,000	\$225,000
42	TOTAL EXPENSES	\$349,686	\$345,262	\$325,000	\$350,000
	TOTAL SNOW	\$499,518	\$472,013	\$500,000	\$525,000

	BOARD OF HEALTH				
43	PERSONNEL SERVICES	\$787,952	\$923,136	\$997,878	\$1,072,320
	PURCHASE OF SERVICES	\$134,474	\$130,161	\$163,854	\$156,059
	SUPPLIES	\$9,429	\$13,313	\$16,700	\$16,700
44	TOTAL EXPENSES	\$143,903	\$143,474	\$180,554	\$172,759
	FISCAL YEAR 2024 BUDGET	ACTUAL	ACTUAL	APPROVED	REQUESTED
		FY 2021	FY 2022	FY 2023	FY 2024
	TOTAL BOARD OF HEALTH	\$931,855	\$1,066,610	\$1,178,432	\$1,245,079
	VETERANS SERVICES				
	PURCHASE OF SERVICES	\$32,888	\$28,956	\$46,000	\$46,000
	SUPPLIES	\$1,276	\$0	\$4,000	\$4,000
45	TOTAL EXPENSES	\$34,164	\$28,956	\$50,000	\$50,000
	TOTAL VETERANS SERVICES	\$34,164	\$28,956	\$50,000	\$50,000
	COUNCIL ON AGING				
46	PERSONNEL SERVICES	\$251,114	\$246,264	\$271,993	\$307,106
	PURCHASE OF SERVICES	\$6,995	\$33,690	\$25,850	\$27,000
	SUPPLIES	\$3,259	\$8,981	\$16,300	\$16,300
47	TOTAL EXPENSES	\$10,255	\$42,671	\$42,150	\$43,300
	TOTAL COUNCIL ON AGING	\$261,368	\$288,935	\$314,143	\$350,406

YOUTH SERVICES					
48	PERSONNEL SERVICES	\$235,948	\$321,130	\$303,489	\$310,263
	PURCHASE OF SERVICES	\$270	\$496	\$4,901	\$4,900
	SUPPLIES	\$0	\$0	\$1,650	\$1,650
49	TOTAL EXPENSES	\$270	\$496	\$6,551	\$6,550
	TOTAL YOUTH SERVICES	\$236,218	\$321,626	\$310,040	\$316,813

LIBRARY					
50	PERSONNEL SERVICES	\$845,658	\$904,368	\$974,114	\$934,919
	PURCHASE OF SERVICES	\$47,914	\$49,669	\$49,437	\$49,437
	SUPPLIES	\$238,306	\$236,799	\$234,792	\$252,083
51	TOTAL EXPENSES	\$286,220	\$286,468	\$284,229	\$301,520
	TOTAL LIBRARY	\$1,131,878	\$1,190,836	\$1,258,343	\$1,236,439
RECREATION					
52	PERSONNEL SERVICES	\$171,102	\$200,837	\$194,498	\$204,646
	PURCHASE OF SERVICES	\$69,412	\$82,701	\$84,680	\$87,908
	SUPPLIES	\$99	\$0	\$0	\$0
53	TOTAL EXPENSES	\$69,511	\$82,701	\$84,680	\$87,908
	TOTAL RECREATION	\$240,613	\$283,538	\$279,178	\$292,554
DEBT AND INTEREST					
54	TOTAL DEBT AND INTEREST	\$6,883,151	\$6,634,542	\$6,599,543	\$8,351,117
RETIREMENT					
	PURCHASE OF SERVICES	\$5,182,237	\$5,378,336	\$5,728,625	\$5,907,067
55	TOTAL RETIREMENT	\$5,182,237	\$5,378,336	\$5,728,625	\$5,907,067

	TOWN ENERGY				
	PURCHASE OF SERVICES	\$0	\$0	\$0	\$523,200
56	TOTAL TOWN ENERGY	\$0	\$0	\$0	\$523,200
	SCHOOL ENERGY				
	PURCHASE OF SERVICES	\$0	\$0	\$0	\$1,073,500
57	TOTAL SCHOOL ENERGY	\$0	\$0	\$0	\$1,073,500

	UNCLASSIFIED				
	HEALTH & LIFE INSURANCE				
	Employee Health Insurance (426)	\$6,168,198	\$6,218,198	\$6,716,925	\$6,790,756
	Retiree Health Insurance (456)	\$1,815,981	\$1,850,981	\$1,946,700	\$2,009,160
	Health Insurance Incentive Waiver (53)	\$264,205	\$308,894	\$249,200	\$267,300
	Employee & Retiree Life Insurance (603)	\$30,396	\$30,396	\$31,200	\$31,200
	Other Expenses	\$166,536	\$166,536	\$203,800	\$103,800
58	TOTAL HEALTH/LIFE INSURANCE	\$8,445,316	\$8,575,005	\$9,147,825	\$9,202,216
	OTHER INSURANCE				
59	PROPERTY, CASUALTY & LIABILITY INSURANCE	\$742,095	\$923,140	\$1,086,605	\$1,086,605
60	MEDICARE TAX - 1.45%	\$761,302	\$818,285	\$805,000	\$833,175
61	UNEMPLOYMENT COMPENSATION	\$15,566	\$76,460	\$50,000	\$50,000
62	POLICE/FIRE DISABILITY	\$1,158	\$0	\$15,000	\$15,000
63	OCCUPATIONAL HEALTH	\$8,180	\$370	\$8,000	\$8,000
	TOTAL OTHER INSURANCE	\$1,528,301	\$1,818,255	\$1,964,605	\$1,992,780

64	SICK LEAVE BUYBACK	\$44,681	\$18,903	\$40,000	\$40,000
65	RESERVE FOR SALARY SETTLEMENT	\$0	\$0	\$214,355	\$1,852,021
66	RESERVE FUND BUDGET	\$0	\$0	\$250,000	\$250,000
67	STORMWATER	\$136,291	\$99,383	\$200,000	\$125,000
68	WATER CHARGES	\$50,000	\$0	\$0	\$0
	TOTAL UNCLASSIFIED	\$10,204,589	\$10,511,546	\$11,816,785	\$13,462,017
	TOTAL GENERAL FUND BUDGET	\$84,099,318	\$87,273,466	\$92,678,613	\$99,726,007



TOWN OF WAYLAND
RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, MAY 1, 2023
Wayland High School – Field House

ARTICLE 13: FY 2024 Omnibus Budget – Capital Budget - CONT'D

ACTION: Finance Committee Member Co-Chair Pamela Roman described the budgeting process, what the budget supports and noted that this is Wayland's first budget under the Town Manager Act. Ms. Roman thanked the former Acting Town Manager, the Finance Director, the School Department, the Department Heads, as well as the Chairs of all the boards and committees. Ms. Roman asked those in attendance to support the proposed budget as presented.

Moderator Berry commenced with the walk through of the budgeted items, reading only the headings and no dollar amounts.

Sean Fair, committee member on the Conservation Committee made a motion to amend the Conservation Committee line budget by increasing the amount by an additional \$29,125. Mr. Fair could not name a funding source, and was unclear as to what the additional monies would be used for. Brian Keveny, Finance Director responded that the additional money that had been requested had not been approved by the Personnel Board. After Mr. Fair made an amendment, his motion was seconded. After several more comments from the town meeting members, Moderator Berry declared no appropriate motion was made since there was no funding source stated. Select Board Chair Cherry Karlson stated the motion did not list a funding source, and requested Wayland's Town Counsel Mr. David Jenkins of KP Law, to speak to the motion. Stating municipal finance laws, Attorney Jenkins also stated there was no funding source listed. At this time, Mr. Berry again offered the motion was not appropriate based on Mr. Jeknins' explanation. Mr. Fair, taking a previous speaker's suggestion, asked if a line item 17A could be added to the budget. As he did not know where the \$29,125 would be budgeted – either between personal services and/or expenses, Mr. Fair accepted the Moderator's decision that the motion was not valid.

At this time Mr. Berry continued with the reading of the budget. Once finished, Mr. Berry asked School Committee Chair Chris Ryan to give a brief overview of the school budget, which included the need to move utilities to the Town's unclassified fund, the budget's lack of cost of living increases, and a significant increase to Special Education. Mr. Ryan also stated there has been an increase to the budget to provide for additional teachers due to the increase in students. He concluded by asking the town meeting members to give a favorable vote.



TOWN OF WAYLAND
RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, MAY 1, 2023
Wayland High School – Field House

ARTICLE 13: FY 2024 Omnibus Budget – Capital Budget - CONT'D

Several questions were asked regarding the current situation with the Superintendent on Administrative Leave, which was not up for discussion due to pending litigation. Moving through the budget, snow and ice removal under the highway budget was questioned and addressed by Department of Highway Director Tom Holder.

Select Board member Dave Watkins discussed changing the source of line item 54 – Debt and Interest to taxation. Mr. Watkins felt \$450,000 would be better suited if removed from the real estate fund and added to the taxation line. After several more comments regarding the comments from Dave Watkins, an amendment to the budget was made. Seeing no further comments or questions, Mr. Berry called for a vote on the amendment. Electronic Vote: Affirmative - 44 / Negative - 89. Moderator Berry declared the amendment failed.

Several more comments and questions were made, to which Finance Committee member Pamela Roman, and Select Board Chair Cherry Karlson responded. Hearing no further questions at this time, Mr. Berry proceeded with the vote on Article 13, Motion 1.

Electronic Vote: Affirmative – 114 / Negative – 18. Article 13, motion was adopted and disposed of by the Moderator.

MOTION NO. 2

MOVED by Finance Committee member Steve Correia to see if the Town will vote that each and every numbered item set forth in the Finance Committee's capital budget of Fiscal Year 2024 listed on pages 52-58 of the Warrant for the 2023 Annual Town Meeting in the total amount of \$5,456,372 be appropriated for equipment and vehicles acquisitions and projected for the listed departments, each of which shall be an appropriation, and of the total sum so appropriated, the Treasurer, with the approval of the Select Board, is authorized to borrow \$1,876,000 pursuant to the provisions of Massachusetts General Laws Chapter 44, Section 7, or any other enabling legislation, and issue bonds or notes of the Town therefor, \$1,389,081 to be transferred from Surplus Capital Funds, \$1,764,291 shall be provided by

transfer from Unreserved Fund Balance, \$288,000 shall be provided from Ambulance Receipts, \$139,000 shall be raised by Water Enterprise Fund Certified Retained Earnings.

2/3 vote required.

Proposed Capital Budget - Fiscal 2023			
DPW			
1	Bucket truck	FC	\$ 180,000
2	H2 - utility truck	FC	130,000
3	Town wide road reconstruction	FC	598,118
		SC	89,382
4	Route 20 South Landfill cap restoration site work	SC	150,000
Facilities			
5	Vehicles - motor pool	FC	50,000
6	Public Safety Building HVAC equipment replacement	SC	175,000
7	Public Safety Building parking and drive maintenance	SC	100,000
8	Public Safety Building exterior rehabilitation	SC	65,000
Fire			
9	Personal protective equipment - turn out gear	AMB	169,000
10	Thermal imaging cameras	AMB	69,000
11	Forestry pump replacement	AMB	50,000
Information Technology			
12	Firewall replacement	FC	105,000
Police			
13	School traffic safety improvements	FC	50,000
14	Officer taser systems	FC	5,396
		SC	57,104
Recreation			
15	Town Beach fence	SC	300,000
Schools			
16	Elementary math curriculum materials and equipment	FC	400,000
17	Food service equipment	FC	100,000
18	DW fire alarm control panel/smoke detection	FC	145,777
		SC	42,823
Water Enterprise Fund			
19	Water main - design	SC	80,000
20	Water booster station upgrade	SC	329,772
		WB	230,000
21	MWRA - design	WB	1,016,000
22	Second water tank - design	WB	250,000
23	Well rehabilitation	WB	250,000
24	Vehicle W-3	WB	130,000
25	Lead service line replacement	WR	139,000
TOTAL BUDGET			\$ 5,456,372

15. Budget: Recreation Department - \$300,000	
Title: Town Beach playground	Project Advocate(s): Recreation Director
Description & Justification: The Town Beach Playground is next on the priority list for repair / renovation. Upgrades are required to make equipment and surfaces accessible to children with a range of abilities and to be compliant with Americans with Disabilities Act (ADA) requirements.	
Relationship to General Plan: Building and grounds maintenance	
History: Planned	
Source of Funds: Surplus Capital	In the 5 Year Capital Plan?: Yes

16. Budget: School Department - \$400,000	
Title: Elementary-math curriculum materials and equipment	Project Advocate(s): School Committee
Description & Justification: Replacement curriculum for Mathematics at the Elementary level. Includes textbooks, access to online learning systems, and a minimum of five years of updates.	
Relationship to General Plan: Curriculum replacement	
History: New request responsive to the needs of the district	
Source of Funds: Surplus Capital	In the 5 Year Capital Plan?: No

17. Budget: School Department - \$100,000	
Title: Food Service Equipment	Project Advocate(s): School Committee, Public Buildings Director
Description & Justification: This request is part of a multi-year request to upgrade 20 + year old kitchen equipment having exceeded their useful life in the Happy Hollow and Claypit Hill elementary schools by replacing the walk in refrigerator and freezer units including design, construction and installation costs.	
Relationship to General Plan: Improvement in Town assets	
History: Multi-year project with a total expected cost of \$305,900, of which \$205,900 was appropriated in prior years. This remaining \$100,000 installment was moved from FY2025 to FY2024 in the Capital plan in order to bid multiple units at the same time for potential savings	
Source of Funds: Free Cash	In the 5 Year Capital Plan?: Yes

18. Budget: School Department - \$188,600	
Title: DW fire alarm control panel/smoke detection	Project Advocate(s): School Committee, Public Buildings Director
Description: The Capital Conditions Needs Assessment conducted in 2018 identified that the fire alarm control panels and smoke detection systems at WHS Field House, WMS, CH and LO will require replacement as they have reached their useful life. In addition, the systems at HH will be in need of replacement due to end of useful life. Additionally, the Wayland Fire Department has strongly recommended that the systems be replaced. The updated alarm systems will be addressable systems that will identify individual detectors in lieu of the current systems that only identify a large section of the building.	
Justification: Replacement is required to meet standards of safety.	
Relationship to General Plan: Improvement in Town assets and safety	
History: Multi-year project with a total expected cost of \$376,000, of which \$187,400 was appropriated in prior years and the remaining \$188,600 was planned for FY2024	
Source of Funds: \$145,777 Free Cash + \$42,823 Surplus Capital	In the 5 Year Capital Plan?: Yes

19. Budget: Department of Public Works, Water - \$80,000	
Title: Water main - design	Project Advocate(s): DPW Director
Description & Justification: This project is for design work associated with our water main replacement program. This project is requested in accordance with the replacement of pipes known to be in poor condition. A capital request for associated construction costs is planned for FY2025 after the design is complete.	
Relationship to General Plan: Infrastructure maintenance	
History: Planned and ongoing	
Source of Funds: Surplus Capital	In the 5 Year Capital Plan?: Yes

20. Budget: Department of Public Works, Water - \$559,772	
Title: Water booster station upgrade	Project Advocate(s): DPW Director
Description & Justification: This project is for the replacement of existing water booster station. This request is to supplement the amount appropriated in a prior fiscal year. The prior design is not sufficient to meet true needs. The current booster station that services approximately 147 homes, is beyond its designed useful life. A replacement is necessary to continue to properly service those residential connections.	
Relationship to General Plan: Infrastructure maintenance	
History: The prior design and associated amount requested in a prior fiscal year is not sufficient to meet true needs. Remaining appropriation of \$329,772 will partially fund the full cost to complete the project as reflected in this item.	
Source of Funds: Water Enterprise Fund Revenue \$230,000 + Surplus Capital \$329,772	In the 5 Year Capital Plan?: No

21. Budget: Department of Public Works, Water - \$1,016,000	
Title: MWRA - design	Project Advocate(s): DPW Director
Description & Justification: This request is for partial funding towards the design of a permanent water supply connection with the Massachusetts Water Resources Authority (MWRA). This project is for Long-Term potable water and fire protection supply. Construction funding is planned to be requested separately after the design is complete.	
Relationship to General Plan: Infrastructure design	
History: Previously planned to be split between FY2024 and FY2025. This appropriation will be combined with \$1,000,000 of ARPA funds towards a total expected design cost of \$2,016,000.	
Source of Funds: Water Enterprise Fund Borrowing	In the 5 Year Capital Plan?: Yes

22. Budget: Department of Public Works, Water - \$250,000	
Title: Second water tank - design	Project Advocate(s): DPW Director
Description: This project involves the design of a 2nd water tank with construction funding planned to be requested separately in FY2025 after the design is complete. A second water tank was demolished a number of years ago. It is known that to provide reliable water and fire protection at a required pressure, a second tank is necessary.	
Relationship to General Plan: Infrastructure design	
History: Planned	
Source of Funds: Water Enterprise Fund Borrowing	In the 5 Year Capital Plan?: Yes



TOWN OF WAYLAND
RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, MAY 1, 2023
Wayland High School – Field House

ARTICLE 13: FY 2024 Omnibus Budget – Capital Budget CONT'D

MOTION NO. 2

ACTION: After Finance Committee member Steve Correia commenced with the reading of Motion 2 under Article 13, a resident questioned the type of vehicles DPW would be purchasing, and the reason for the high cost compared to shopping local dealerships. DPW Director Tom Holder responded by saying the vehicles are purchased through a dealership that is on the State's contract list, and the vehicles purchased include equipment such as inverters and compressors that are used by the DPW staff that is particular to their work. Mr. Correia corrected line item 15 stating it should read playground - not fence.

Mr. Berry continued with the reading of the capital budget. Line 16 – School Capital. A resident questioned the Math Material and Equipment – why this was in the capital budget versus the operating budget as well as why the school is not waiting until the new Superintendent is in place to make the decision. Chris Ryan, Chair of the School Committee responded to these questions by stating that the math equipment and materials will be used over several years and the school committee thought it was best in the capital budget for this reason, like other items that are used over several years. As far as why not waiting until the new Superintendent is hired, Mr. Ryan indicated a team of educators and school personnel looked at many math curricula and three were piloted. He indicated that a decision such as this is not left to one person but to many educated personnel in the field. A motion was made to amend line item 16 of the capital budget to take out the line item until further consideration could be made by the new incoming personnel for the Wayland Schools. Once the motion was made, several residents spoke in favor and against the amendment. Hearing no further discussion on the amendment, the Moderator asked for a vote on the amendment. By Election Vote - Affirmative – 42, Negative – 85. Mr. Berry announced the amendment failed.

Mr. Berry continued with the remaining line items for the Capital Budget. A resident questioned line item 25 – Lead Service Lines Replacement. Mr. Tom Holder, DPW Director responded that the town has an obligation to demonstrate whether or not there are lead lines in Wayland.

Seeing or hearing no further questions, Mr. Berry proceeded to vote on the FY24 Omnibus Capital Budget. Electronic Vote: Affirmative – 105, Negative – 15. Mr. Berry stated the article passed. Hearing no further questions, Moderator Berry disposed of Article 13.



**TOWN OF WAYLAND
RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, MAY 1, 2023
Wayland High School – Field House**

ARTICLE 14: Capital Stabilization Fund Appropriation

To determine if the Town will vote to appropriate the sum of \$500,000 from General Fund: Unreserved Fund Balance to the capital stabilization fund.

RECOMMENDATIONS:

The Finance Committee recommends approval. Vote: 6-0-0

MOVED by Select Board member Dave Watkins to see if the Town will vote to appropriate the sum of \$500,000 from the General Fund: Unreserved Fund Balance to the Capital Stabilization Fund.

Majority vote required.

ACTION: Mr. Watkins gave a brief explanation of stabilization funds. There are several such as the overlay fund which is used for abatements on a house. The stabilization funds are used for unforeseen expenses, it can be used to help level taxes from year to year, and it can be used for larger expenses. Mr. Watkins further explained in order for the funds to be used, a 2/3 vote must be taken at a town meeting. This article is only asking for approval to move \$500,000 from the General Fund: Unreserved Fund Balance to the Capital Stabilization Fund, and asks for approval on this article.

Seeing or hearing no questions, Moderator Berry called for a vote.

Electronic Vote: Affirmative – 99 / Negative – 3. Article 14 was adopted and disposed of by the Moderator.



**TOWN OF WAYLAND
RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, MAY 1, 2023
Wayland High School – Field House**

ARTICLE 15: Community Preservation Act – Set Asides and Transfers

To determine:

- a) Whether the Town, pursuant to Massachusetts General Laws Chapter 44B, Section 6, will vote to set aside from the Community Preservation Fund's (CPF) Uncommitted Fund for later spending not more than \$144,821 for open space, but not including land for recreational use, not more than \$144,821 for historic preservation, not more than \$144,821 for community housing, and \$25,000 for administrative expenses; and
- b) Whether the Town will vote to set aside \$372,231 from the CPF Uncommitted Fund for later spending for annual debt service obligations relating to the purchase of the conservation restriction on Mainstone Farm, as previously approved by Town Meeting; and
- c) Whether the Town will vote to transfer funds in the amount of not more than \$144,820 from the Community Housing Fund of the CPF to the Wayland Municipal Affordable Housing Trust Fund.

RECOMMENDATION: The Finance Committee recommends approval. Vote: 6-0-0

ACTIONS: MOVED by Community Preservation Act Committee Chair Susan Weinstein that Article 15 be adopted under the Abbreviated Presentation Procedure and was confirmed to be consistent to the warrant.

Seeing or hearing no questions, Moderator Berry called for a vote.

Electronic Vote: Affirmative – 96 / Negative – 7. Article 15 was adopted and disposed of by the Moderator.



TOWN OF WAYLAND
RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, MAY 1, 2023
Wayland High School – Field House

ARTICLE 16: Community Preservation Act – Open Space: Implementing Land Management Plan at Heard Farm

To determine whether the Town will vote to appropriate a sum not to exceed \$7,500 from the Community Preservation Fund Open Space Fund, to be expended by the Conservation Commission to implement open space preservation measures pursuant to the Land Management Plan for creation of wildlife habitat at the Heard Farm Conservation Area.

RECOMMENDATIONS:

The Community Preservation Community recommends approval. Vote: 6-1-1

The Select Board recommends approval. Vote: 5-0-0

The Finance Committee recommends approval. Vote: 6-0-0

ACTIONS: MOVED by Community Preservation Act Committee Chair Susan Weinstein to see if the Town will vote to appropriate the sum of \$7,500 from the Community Preservation Fund Open Space Fund, to be expended by the Conservation Committee to implement open space preservation measures pursuant to the Land Management Plan for creation of wildlife habitat at the Heard Farm Conservation Area.

Seeing or hearing no questions, Moderator Berry called for a vote.

Electronic Vote: Affirmative – 102 / Negative – 7. Article 16 was adopted and disposed of by the Moderator.



**TOWN OF WAYLAND
RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, MAY 1, 2023
Wayland High School – Field House**

ARTICLE 17: Community Preservation Act – Historic Preservation: Conservation of Gravestones in Town Cemeteries

To determine whether the Town will vote to appropriate a sum not greater than \$260,000 from the Community Preservation Fund Historic Preservation Fund for conservation and restoration of designated gravestones in the North, South, and Lakeview Cemeteries, to be expended by the Wayland Historical Commission.

RECOMMENDATIONS:

The Community Preservation Committee recommends approval. Vote: 8-0-0

The Select Board recommends approval. Vote: 5-0-0

The Finance Committee recommends approval. Vote: 6-0-0

ACTIONS: MOVED by Community Preservation Act Committee Chair Susan Weinstein to see if the Town will vote to appropriate the sum of \$260,000 from the Community Preservation Fund Historic Preservation Fund for conservation and restoration of designated gravestones in the North, South, and Lakeview Cemeteries, to be expended by the Wayland Historical Commission. Ms. Weinstein commented the assessment of these gravestones have been evaluated to urgent care and asks for the Town Meeting members to give a favorable vote.

Seeing or hearing no questions, Moderator Berry called for a vote.

Electronic Vote: Affirmative – 104 / Negative – 8. Article 17 was adopted and disposed of by the Moderator.



**TOWN OF WAYLAND
RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, MAY 1, 2023
Wayland High School – Field House**

ARTICLE 18: Community Preservation Act – Historic Preservation: Library Archival Document Conservation and Digitization

To determine whether the Town will vote to appropriate from the Community Preservation Fund Historic Preservation Fund the following sums of money to be expended by the Wayland Free Public Library Trustees:

- a) not more than \$35,000 to digitize and make accessible the town's newspapers from 1935 to the present; and.
- b) not more than \$6,550 to conserve and digitize the First Record Book of the Wayland Library from 1850.

RECOMMENDATIONS:

The Community Preservation Committee recommends approval. Vote: 8-0-0.

The Select Board recommends approval. Vote: 5-0-0.

The Finance Committee recommends approval. Vote: 6-0-0

ACTION: Moved by Community Preservation Act Committee Chair Susan Weinstein to see if the Town will vote to appropriate from the Community Preservation Fund Historic Preservation Fund, the following sums of money to be expended by the Wayland Free Public Library Trustees:

- a) \$35,000 to digitize and make accessible the town's newspapers from 1935 to the present and:
- b) \$6,550 to conserve and digitize the First Record Book of the Wayland Library from 1850.

Ms. Weinstein provided a few comments in favor of the motion stating the fund will assist with the archiving and digitalization of older newspapers and stated the First Record Book is one of a kind and is in need of restoration.

Seeing or hearing no further questions or comments, Moderator Berry called for a vote.

Electronic Voting: - Yes -106 / No – 1

Moderator Berry called the motion passed and hearing no further discussion, Moderator Berry disposed of Article 18.



TOWN OF WAYLAND
RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, MAY 1, 2023
Wayland High School – Field House

ARTICLE 19: Reaffirm Remote Participation at Town Meeting

To see if the Town will vote to re- authorize of the Select Board to petition the General Court for an act of special legislation entitled “Remote Participation in Town Meeting,” the full text of which is printed below, or take any other action relative thereto.

An Act authorizing remote participation at town meetings in the town of Wayland.

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

SECTION 1. Notwithstanding chapter 39 of the General Laws, or any general or special law or charter provision to the contrary, the town of Wayland may hold annual and special town meetings with voters located in a common, physical location, fully remote or partially remote, to be known as a hybrid town meeting.

SECTION 2. Any town meeting held remotely or in hybrid form in accordance with this act shall be recorded and the recording shall be made available for public viewing on the town’s website for no fewer than 30 days following the conclusion of the meeting. The recording shall also be a permanent record of the town, subject to disclosure upon request.

SECTION 3. All actions taken at a remote or hybrid town meeting held in accordance with this act shall be ratified, validated and confirmed to the same extent as if the town meeting had been conducted entirely in person.

SECTION 4. This act shall take effect upon its passage.

MAJORITY VOTE REQUIRED

RECOMMENDATION: The Finance Committee recommends approval. Vote: 5-0-1

MOTION: by Select Board member Dave Watkins to see if the Town will vote to re-authorize the Select Board to petition the General Court for an act of special legislation entitled "Remote Participation in Town Meeting," as follows:



**TOWN OF WAYLAND
RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, MAY 1, 2023
Wayland High School – Field House**

ARTICLE 19: Reaffirm Remote Participation at Town Meeting – CONT'D

An Act authorizing remote participation at town meetings in the town of Wayland

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

SECTION 1. Notwithstanding chapter 39 of the General Laws, or any general or special law or charter provision to the contrary, the town of Wayland may hold annual and special town meetings with voters located in a common, physical location, fully remote or partially remote, to be known as a hybrid town meeting.

SECTION 2. Any town meeting held remotely or in hybrid form in accordance with this act shall be recorded and the recording shall be made available for public viewing on the town's website for no fewer than 30 days following the conclusion of the meeting. The recording shall also be a permanent record of the town, subject to disclosure upon request.

SECTION 3. All actions taken at a remote or hybrid town meeting held in accordance with this act shall be ratified, validated and confirmed to the same extent as if the town meeting had been conducted entirely in person.

SECTION 4. This act shall take effect upon its passage.

ACTION: After the motion was moved by Select Board Dave Watkins, he spoke in favor of the article. He indicated once approved, the Town would start with a pilot program. Dave Bernstein, Chair of the Electronic Voting committee spoke in favor of the article, indicating the idea has been presented to surrounding towns and their support will help move the article through legislation.

Seeing no other voters wishing to speak, Moderator Berry called for the vote.

Electronic Voting: Yes -91 / No – 17. Article 19 was adopted and disposed of by the Moderator.



TOWN OF WAYLAND
RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, MAY 1, 2023
Wayland High School – Field House

Prior to moving forward with Article 20 and Article 21, Moderator Berry took a few minutes to explain because the next two articles involved the Moderator, and he was the sponsor of Article 21 specifically, he would step down as Moderator. He had arranged for newly-elected Moderator Miranda Jones to serve the position as Temporary Moderator for Articles 20 and 21. At this time, Trudy Reid Town Clerk took to the podium to preside over the election of the Temporary Moderator.

Town Clerk Trudy Reid explained the process to elect the Temporary Moderator and indicated that if there were no nominations from the floor, Ms. Reid would accept the nomination from the Select Board Chair Cherry Karlson. Hearing no nominations from the floor, Select Board Chair Ms. Karson proceeded to cast her vote in favor of Miranda Jones. At this time, Ms. Reid announced the election of Miranda Jones to fill the position of Temporary Moderator and promptly administered the oath of office to Ms. Jones. At this time, Ms. Jones, the newly-elected Temporary Moderator stood at the podium and continued with Article 20 and Article 21.

ARTICLE 20: Revise Town Code on Finance Committee Appointment

To determine whether the Town will vote to amend its General Bylaws, Section 19-1 of the Town Code by deleting text that is ~~struck through~~ and inserting text that is underlined to read as follows:

There shall be a committee called the "Finance Committee" ~~appointed by the Select Board as hereinafter provided. Such committee~~ which shall consist of seven registered voters who shall serve without pay and none of whom during his or her service on such Committee shall hold elective or appointive Town office having to do with the appropriation or expenditure of Town money. Members shall serve terms of three years, such that the terms of two or three members shall expire each year. Members shall be appointed by an appointing committee, called the "Finance Appointing Committee," consisting of the Moderator, the Chair of the Select Board, and the Chair of the Finance Committee. Should the Chair of the Finance Committee seek reappointment, then the Chair of the Finance Committee must recuse him or herself from

deliberation of said reappointment, and the Vice Chair shall take the position of the Chair for deliberation of said reappointment. Whenever a vacancy occurs in the membership of the Finance Committee, such vacancy shall be filled by the Finance Appointing Committee for the balance of the unexpired term.
~~Appointment to fill unexpired terms shall be made by the Select Board as vacancies occur.~~



**TOWN OF WAYLAND
RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, MAY 1, 2023
Wayland High School – Field House**

ARTICLE 20: Revise Town Code on Finance Committee Appointment – CONT'D

RECOMMENDATIONS:

The Select Board recommends approval. Vote: 4-1-0

The Finance Committee recommends approval. Vote: 3-2-1

ACTIONS: MOVED by Select Board member Adam Gutbezahl that Article 20 be adopted under the Abbreviated Presentation Procedure and was confirmed to be identical to the warrant. Mr. Gutbezahl spoke in favor of the motion due to the fact the Select Board is presently the appointing authority, and indicated the Select Board had formed a subcommittee to study the appointment of the Finance Committee. Several residents spoke in favor and opposition of the motion for several reasons. Temporary Moderator Jones stated that if both Articles 20 and 21 passes, the rule applies that the last motion to pass would go into effect.

After much discussion, and seeing or hearing no further questions or comments, Temporary Moderator Jones called for a vote.

Electronic voting – Yes = 27 / No = 72.

Temporary Moderator Jones announced the motion failed and hearing no further discussion, Temporary Moderator Jones disposed of Article 20.



**TOWN OF WAYLAND
RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, MAY 1, 2023
Wayland High School – Field House**

ARTICLE 21: Finance Committee Appointing Board

To determine whether the Town will vote to amend Town Code Section 19-1 of its General Bylaws, by inserting underlined text and deleting text that is ~~struckthrough~~ as follows:

Chapter 19.1 Finance Committee; Finance Committee Appointing Board.

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

The Finance Committee Appointing Board shall consist of the Moderator, the Chair of the Select Board, and a former member of the Finance Committee chosen by the Moderator to serve a term, determined by the Moderator, not to exceed three years. Said former member of the Finance Committee shall not contemporaneously serve on the Select Board or Finance Committee.

Any incumbent member of the Finance Committee serving at the time of approval of this amended bylaw by Town Meeting shall continue to hold said office and to perform the duties thereof until the expiration of the term for which said individual was appointed or until said individual otherwise vacates such office.

MOTION: MOVED by Dennis Berry to see if the Town will vote to amend its General Bylaws § 19-1 of the Town Code, by deleting text that is ~~struckthrough~~ and inserting the text that is underlined to read as follows:

§ 19.1 Finance Committee; Finance Committee Appointing Board. There shall be a committee called the "Finance Committee" appointed by the ~~Board of Selectmen~~ Finance Committee Appointing Board as

hereinafter provided. Such Finance eCommittee shall consist of seven Town registered voters who shall serve without pay and none of whom during his or her service on such Finance Committee shall hold elective or appointive Town office having to do with the appropriation or expenditure of Town



**TOWN OF WAYLAND
RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, MAY 1, 2023
Wayland High School – Field House**

ARTICLE 21: Finance Committee Appointing Board – CONT'D

money. Finance Committee Mmembers shall serve terms of three years, such that the terms of two or three members shall expire each year. Appointment to fill unexpired terms shall be made by the ~~Board of Selectmen~~ Finance Committee Appointing Board as vacancies occur.

The Finance Committee Appointing Board shall consist of the Moderator, the Chair of the Select Board, and a former member of the Finance Committee chosen by the Moderator to serve a term, determined by the Moderator, not to exceed three years. Said former member of the Finance Committee shall not contemporaneously serve on the Select Board or Finance Committee. In appointing the former member of the Finance Committee, the Moderator shall publicly invite all such persons residing in Wayland to apply in writing, interview all persons who apply, and appoint one applicant to the Finance Committee Appointing Board, while giving his/her reasons therefor.

Any incumbent member of the Finance Committee serving at the time of approval of this amended bylaw by Town Meeting shall continue to hold said office and to perform the duties thereof until the expiration of the term for which said individual was appointed or until said individual otherwise vacates such office.

MAJORITY VOTE REQUIRED

RECOMMENDATION: The Finance Committee recommends against approval. Vote 0-5-1

ACTION: Mr. Berry presented his favorable comments in support of Article 21 and explained the difference between Article 20 and 21. Once Mr. Berry finished, seeing no other voters wishing to speak, Temporary Moderator Jones called for the vote.

Electronic voting – Yes = 58 / No = 41. Temporary Moderator Jones declared Article 21 passed and disposed of Article 21.



**TOWN OF WAYLAND
RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, MAY 1, 2023
Wayland High School – Field House**

ARTICLE 22: Community Preservation Act – Recreation: Rehabilitation and Improvement of
Cochituate Ball Field Outdoor Court

To determine whether the Town will vote to appropriate a sum not greater than \$150,000 from the Community Preservation Fund Uncommitted Fund, to be expended by the Town Manager for rehabilitation of and improvements to the outdoor court at the Cochituate Ball Field.

RECOMMENDATIONS:

The Community Preservation Committee recommends approval. Vote: 8-0-0.

The Select Board recommends approval. Vote: 5-0-0.

The Finance Committee recommends approval. Vote: 6-0-0

ACTION: Moved by Community Preservation Act Committee Chair Susan Weinstein to see if the Town will vote to appropriate the sum of \$150,000 from the Community Preservation Fund Uncommitted Fund, to be expended by the Town Manager for rehabilitation of and improvements to the outdoor court at the Cochituate Ball Field.

Seeing or hearing no questions, Moderator Berry called for a vote.

Electronic Voting: - Yes -67 / No – 7. Moderator Berry declared Article 22 was adopted and disposed of.



**TOWN OF WAYLAND
RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, MAY 1, 2023
Wayland High School – Field House**

ARTICLE 23: Community Preservation Act – Recreation: Town Beach Entryway and Perimeter Fencing

To determine whether the Town will vote to appropriate a sum not greater than \$147,500 from the Community Preservation Fund (CPF) Uncommitted Fund, to be expended by the Town Manager for rehabilitation of and improvements to the entryway and perimeter fencing at the Wayland Town Beach.

RECOMMENDATIONS:

The Community Preservation Committee recommends approval. Vote: 6-0-0

The Select Board recommends approval. Vote: 5-0-0

The Finance Committee recommends approval. Vote: 6-0-0

ACTION: Moved by Community Preservation Act Committee Chair Susan Weinstein to see if the Town will vote to appropriate the sum of \$147,500 from the Community Preservation Fund Uncommitted Fund, to be expended by the Town Manager for rehabilitation of and improvements to the entryway and perimeter fencing at the Wayland Town Beach.

Seeing or hearing no questions, Moderator Berry called for a vote.

Electronic Voting: - Yes -69 / No – 5

Moderator Berry called the motion passed and hearing no further discussion, Moderator Berry disposed of Article 23.

Due to the lateness of the evening, the Moderator stated voice votes would be used for the remainder of the articles.



**TOWN OF WAYLAND
RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, MAY 1, 2023
Wayland High School – Field House**

ARTICLE 24: Accept Knollwood Lane Easement

To determine whether the Town will vote to accept an access easement at 51 Knollwood Lane, running between Knollwood Lane to the terminus of Lake Shore Drive, shown as “20.0’ New Location of 20’ Access Easement” on a plan entitled “Plan Showing Easement Relocation 51 Knollwood Lane Wayland, MA,” dated April 29, 2022, prepared by D. O’Brien Land Surveying, a copy of which is on file in the office of the Town Clerk, and to relinquish all right, title and interest on the same property shown as “Previous Location of 20’ Access Easement” on said plan, on such terms and conditions as the Select Board deems to be in the best interests of the Town, and to authorize the Select Board to take any and all related actions necessary or appropriate to accomplish the purposes of this Article and/or otherwise act thereon.

RECOMMENDATIONS:

The Select Board recommends approval. Vote: 5-0-0

The Finance Committee recommends approval. Vote: 5-0-0

ACTIONS: MOVED by Select Board member Tom Fay that Article 24 be adopted under the Abbreviated Presentation Procedure and was confirmed to be identical to the warrant.

Seeing or hearing no questions, Moderator Berry called for a vote.

By voice vote, Moderator Berry declared Article 24 passed unanimously, adopted and disposed of.



**TOWN OF WAYLAND
RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, MAY 1, 2023
Wayland High School – Field House**

ARTICLE 25: Rescind Unissued Debt

To determine if the Town will vote to rescind previously authorized but unissued debt for various projects listed below, approved at the corresponding Town Meetings, totaling \$3,708,302, that are deemed no longer necessary because the projects funded by the borrowings have been completed:

<u>Project</u>	<u>Amount Authorized</u>	<u>Town Meeting Vote</u>
Loker School Doors & Tile	\$ 460,772	April 2016 Town Meeting, Article 8
DPW Small Truck	\$ 30,000	April 2016 Town Meeting, Article 8
Middle School Network Wiring	\$ 152,000	April 2018 Town Meeting, Article 9
Rivers Edge Asbestos Removal	\$ 265,530	November 2018 Special Town Meeting, Article 5
Loker Elementary School Roof Replacement	\$ 1,300,000	September 2020 Town Meeting, Article 19
Launcher Way Land Acquisition (Community Housing)	\$ 1,500,000	May 2022 Town Meeting, Article 22

RECOMMENDATIONS:

The Select Board recommends approval. Vote: 5-0-0

The Finance Committee recommends approval. Vote: 5-0-0

ACTIONS: MOVED by Select Board Chair Cherry Karlson that Article 25 be adopted under the Abbreviated Presentation Procedure and was confirmed to be identical to the warrant.

Seeing or hearing no questions, Moderator Berry called for a vote.

By voice vote, Moderator Berry declared Article 25 passed unanimously, adopted and disposed of.



**TOWN OF WAYLAND
RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, MAY 1, 2023
Wayland High School – Field House**

ARTICLE 26: Choose Town Officers

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

RECOMMENDATIONS:

The Select Board recommends approval. Vote: 5-0-0

The Finance Committee recommends approval. Vote: 6-0-0

ACTIONS: MOVED by Select Board member Adam Gutbezahl that Article 26 be adopted under the Abbreviated Presentation Procedure and was confirmed to be identical to the warrant.

Seeing or hearing no questions, Moderator Berry called for a vote.

By voice vote, Moderator Berry declared Article 26 passed unanimously, adopted and disposed of.



**TOWN OF WAYLAND
RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, MAY 1, 2023
Wayland High School – Field House**

ARTICLE 27: Hear Reports

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 (Appendix D)
Community Preservation Committee (Appendix D)
Select Board (Appendix D) (link:
https://www.wayland.ma.us/sites/g/files/vyhlf9231/f/uploads/fcasg_report_01.09.23.pdf)

RECOMMENDATIONS:

The Select Board recommends approval. Vote: 5-0-0

The Finance Committee recommends approval. Vote: 5-0-0

ACTIONS: MOVED by Select Board member Tom Fay that Article 27 be adopted under the Abbreviated Presentation Procedure and was confirmed to be identical to the warrant.

Seeing or hearing no questions, Moderator Berry called for a vote.

By voice vote, Moderator Berry declared Article 27 passed unanimously, adopted and disposed of.



**TOWN OF WAYLAND
RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, MAY 1, 2023
Wayland High School – Field House**

ARTICLE 28: Sell or Trade Vehicles and Equipment

To determine whether the Town will vote to authorize the Select Board to sell or otherwise dispose of surplus vehicles, equipment, or other personal property in connection with the purchase of new vehicles, equipment, or other personal property.

<u>Department</u>	<u>Vehicle/Equipment</u>	<u>Year</u>
DPW	F550 Bucket truck	2005
DPW	F350 Utility Body Truck	2012
DPW	Ford Explorer Sport Trac	2008
Police	Ford Explorer	2019
Police	Ford Explorer	2018
Police	Chevrolet Tahoe	2020

RECOMMENDATIONS:

The Select Board recommends approval. Vote: 5-0-0

The Finance Committee recommends approval. Vote: 5-0-0

ACTIONS: MOVED by Select Board member Tom Fay that Article 28 be adopted under the Abbreviated Presentation Procedure and was confirmed to be identical to the warrant.

Seeing or hearing no questions, Moderator Berry called for a vote.

By voice vote, Moderator Berry declared Article 28 passed unanimously, adopted and disposed of.



**Town of Wayland
Town Building
41 Cochituate Road
Wayland, MA 01778**