



# 2021 SPECIAL TOWN MEETING

Sunday, October 3, 2021

12:30 P.M.

## TOWN OF WAYLAND SPONSORED HANDOUTS

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#### MESSAGE FROM TOWN MODERATOR - Inclement Weather Procedures

Should weather conditions cause a temporary suspension or complete postponement of Town Meeting, please note the following procedures.

1. If the meeting is temporarily suspended, please proceed to the Field House and follow all directions from Town Staff. Depending on conditions as they develop, decisions will be made, and you will be kept advised. If you wish to leave the meeting rather than wait in the Field House, you may do so. Please turn in your voting device at one of the exits as you leave the field. If you choose to wait for the weather to pass or for further instruction at the Field House, please keep your voting device with you. The device will turn off on its own. When Town Meeting reconvenes, you will be instructed on how to reset your device.
2. If you are able, please turn your seat over if you leave because of inclement weather. This will make it easier to dry the seats when the meeting begins again.
3. In case of lightning the field must be cleared. Please proceed to the Field House where we will provide further instruction.
4. If the meeting is postponed, the Town Moderator will announce the postponement. Please turn in your voting devices as you leave.

# **SPECIAL TOWN MEETING – COVID 19 AND TURF USE PROTOCOLS**

## **Face Coverings/Masks**

Mask wearing is not required in an outdoor setting, but if an individual feels inclined to wear a mask they should do so.

## **Pre-Entry Health Check**

Anyone who is ill or experiencing cold symptoms should not attend Town Meeting and should stay home and contact their primary care physician. A questionnaire is printed on the next page for individuals to assess their health prior to entering the Town Meeting area.

## **Bus Transportation**

Bus transportation will be provided if the High School parking lots become full. Face coverings/masks must be worn by bus passengers and only designated seats may be occupied. Windows are to remain open on the bus.

## **Social/Physical Distancing\***

All attendees, workers and participants at Town Meeting, when not seated, are to follow physical distancing guidelines and provide at least 6 feet of space between themselves and others.

- There will be physical barriers for check in areas. Please do not cross any physical barriers.
- Please maintain 6 feet of distance when waiting in line. There will be visual physical distancing markers to allow you to remain 6 feet from the next person where we anticipate that lines may form (e.g., lines for equipment if applicable, checkout lines, and lines to use the restroom).
- There will be directional pathways to manage the flow of foot traffic and to minimize contact (e.g., one-way entrance and exits, one-way pathways). These will be clearly visible and should be followed.
- Seating will be by household and will be configured to ensure at least 3-6 feet of distance between groups and space to allow for travel between groups.

## **Signage**

Signage will be posted throughout the High School grounds that will explain physical distancing and face covering protocols.

## **Weather**

Be prepared for all weather conditions and dress accordingly. **The meeting will be held rain or shine.** In the event of severe weather, please follow the Town Moderator's instructions. If Town Meeting cannot return due to weather, the meeting will continue on Monday, October 4, 2021, at 7:00 pm.

**Food and Water**

Water can be brought into the turf field seating area. No beverages other than water are allowed. No food of any kind is allowed on the turf field. Bottled water will be provided if desired.

**Hand Sanitizing Stations**

Hand sanitizing stations will be provided by the Town. Hand sanitizer is not allowed on the field. This will be strictly enforced as hand sanitizer destroys the turf.

**Bathroom Use**

The Town will provide at least two areas with bathrooms. Signage will be provided at bathroom entranceways with public bathroom use protocols. Face coverings/masks are required. Field House COVID-19 bathroom capacity will be posted, and no more than the capacity will be allowed inside the bathroom to maintain proper physical distancing.

**Microphone Use**

In addition to stationary microphones, as is customary, there will be at least one boom microphone that can be brought to speakers.

**Departure from Town Meeting**

Once Town Meeting has concluded, areas will be dismissed in sections to prevent a large crowd gathering.

**Mosquito Repellent Protocols**

Attendees should apply mosquito repellent, if they wish, before they arrive at Town Meeting.

**COVID-19 Health Screening Questionnaire\***

Please review the screening questions below prior to your arrival at Town Meeting. These questions are for your own use. If you reply yes to any of the questions, we strongly urge you to not attend. Please stay home if you are feeling unwell. This is for your safety and others. Thank you. Do you currently or recently have had:

Temperature above 100.4° Fahrenheit?

Fever or chills?

Atypical shortness of breath or difficulty breathing?

Muscle or Body Aches?

Unusual fatigue?

Atypical dry cough?

Atypical runny/stuffy nose?

Atypical sore or irritated throat?

Vomiting/diarrhea, nausea, abdominal pain?

Atypical headache or muscle aches?

Loss of sense of smell or taste?

\*Note: these protocols may change prior to Town Meeting depending on any updated guidance from the CDC.

## **Article 1. Town Code § 95.1 Moratorium on Synthetic/Artificial Turf**

*Proposed by: Petitioners*

To determine whether the Town will vote to:

Add a new Chapter 95 to the Town Bylaws entitled, "Moratorium on Synthetic/Artificial Turf" as shown below prohibiting the construction of synthetic or artificial turf on Town land for three years. This bylaw will not affect the use or maintenance of the existing synthetic turf field at the high school.

### **Town Code § 95.1 Moratorium on Synthetic/Artificial Turf**

Purpose: The use of synthetic/artificial turf on athletic playing fields entails myriad public health and safety, environmental, and climate concerns. Wayland must carefully evaluate whether such use, even where privately funded, is consonant with Wayland's athletic needs, the health and safety of its children, residents in general, and the environment, and the Climate Emergency Resolution adopted by town meeting in May 2021.

This moratorium allows the Town the opportunity (a) to examine the extent to which synthetic/artificial turf is injurious to public health and safety, the environment and the climate compared to natural grass solutions, and (b) to determine if natural grass solutions based on the use of the latest techniques for grass field construction and organic maintenance create viable alternatives for Wayland.

"Synthetic/artificial turf" means any of various artificial, synthetic or partially synthetic carpetlike materials made to resemble grass, including the infill and liners, used as a surface for athletics, sports or other recreational activities.

The Town of Wayland shall neither install nor authorize or allow the installation of synthetic/artificial turf on any real estate owned by the Town, for a period of three years from the effective date of this moratorium.

This restriction shall not apply to the use or maintenance of the synthetic/artificial turf field at Wayland High School installed prior to the adoption of this bylaw amendment.

### ***PETITIONERS' COMMENTS:***

Debates over synthetic turf have stalled progress on providing adequate playing fields for four years. Twice voters have rejected synthetic turf. The Moratorium ends this debate by ensuring that there is a sustained, dedicated focus by the Town on grass-based solutions for the next three years.

Subsequent Articles begin a new focus on natural grass fields. This can be an immediate start, before the next Annual Town Meeting, but we must maintain this focus in the upcoming years to allow time to build new grass fields and/or improve existing fields and in doing so avoid the environmental, climate, health and safety issues of synthetic turf. The Moratorium establishes and maintains our focus, a key to success. The synthetic turf Moratorium is consistent with Wayland's Climate Emergency Resolution to reduce our use of fossil fuels because it prevents buying up to 100 tons of plastic and rubber made from fossil fuels.

### ***FINANCE COMMITTEE COMMENTS:***

The Petitioners have raised many concerns about synthetic turf fields such as their impact on climate, the local environment and public health. Specifically, questions have been raised on whether turf fields could impact climate change because one synthetic field could consist of 100 tons of plastic and rubber made from fossil fuels. Environmental considerations include the potential risk of PFAS contamination and dispersal of micro plastics and rubber into the environment along with how to dispose of tons of non-degradable waste when a turf field wears out. Health concerns raised include risk of injury to athletes



compared to grass fields, as well as the potential health impacts from crumb rubber, which contain phthalates that might cause cancer and birth defects.

Proponents of this article believe that the Moratorium will end the debate about the pros and cons of synthetic turf and focus the Town's attention on natural grass options and on better characterizing our playing field needs. A number of detailed assessment studies have shown a need for more athletic fields in Town. Yet twice (at ATM in 2019 and in 2021), voters have turned down synthetic turf field articles, while supporting the reconstruction of a synthetic turf field at Wayland High School at ATM 2019. A 2019 Town vote at the polls also supported the use of excluded debt to fund building a turf field. The debate on the turf field articles focused not only on the environmental and safety concerns but also on the costs to build and maintain both turf and grass options.

Traditionally, synthetic turf fields have been notably more expensive to install than grass fields but were cheaper to maintain. Turf fields are believed to allow for considerably more playing time than grass fields. Costs change over time and with new maintenance techniques for grass fields that increase durability and usage time, cost comparisons between the two field types are less clear. Also, the disposal of synthetic turf fields can be costly and is required after approximately ten years of use. Finally, some argue that potential long-term environmental costs associated with synthetic turf fields are not yet known.

The Zoning Board of Appeals (ZBA) on July 29, 2021 issued a permit that would allow the construction of a synthetic field with lights at the Loker Conservation and Recreation area. The proposed Moratorium prevents this possibility for three years to allow time for natural grass fields to be further considered and developed if decided, or to review the environmental and health risks of turf fields in Wayland.

Other Massachusetts towns have enacted similar moratoriums: Sharon adopted a 3-year moratorium in 2020 and Concord first adopted a moratorium in 2016 and extended it for 3 more years in 2019.

The proposed Moratorium would give the Town time to evaluate the construction of additional grass fields and maintenance plans of its existing grass fields. New techniques to build and organically maintain grass fields have evolved in recent years. The use of sod rather than seed for grass fields helps to make fields more available after construction.

The proposed Moratorium allows a number of questions to be addressed on any synthetic/artificial turf fields' environmental impacts such as the loss of carbon capture by grass; killing of living organisms in the subsoil; potential loss of material that could leach from the fields into surrounding areas; breakoff of plastic monofilaments from fields; and retention of water after heavy rain events.

The proposed Moratorium would allow evaluation of alternative infills. Turf fields can be constructed with a myriad of other infills aside from rubber; these include walnuts, coconut, coated sand, etc. Alternative infills may provide a more environmentally friendly alternative to crumb rubber. Crumb rubber, most of which is synthetic, is one material used and is made from fossil fuels raising concerns on eventual disposal challenges. Recycling options and costs need further review. Some studies have indicated that crumb rubber used in synthetic turf contains known carcinogens and endocrine disrupters, raising concerns about its health effects, especially in young children. The Environmental Protection Agency (EPA) has stated that without further study no conclusions can be drawn about the safety of crumb rubber.

Together with the Consumer Product Safety Commission and the Center for Disease Control and Prevention (CDC), the EPA is working on a study regarding the safety of synthetic turf.

The EPA's research findings are presented in two parts. Part 1 was released in July 2019 and communicates the research objectives, methods, results and findings for the tire crumb rubber characterization research (i.e., what is in the material). Part 2, still to be released, will include data to characterize potential risks of human exposures to the chemicals found in the tire crumb rubber material while using synthetic turf fields. Part 2 will be released along with results from a biomonitoring study being conducted by the CDC to investigate the effects of exposure to constituents in tire crumb rubber. These research studies and the resulting findings do not provide an assessment of the risks associated with playing on or contact with the tire crumb rubber used for synthetic turf fields. Instead, these research results should inform future risk assessments.

This article suggests that some form of study may be conducted by the Town should this proposed by-law be adopted. However, it does not mandate that any study or evaluation be conducted, nor does it appropriate any funds to commission such a study. The three-year period, however, does allow time for the EPA and CDC to conduct and publish more research studies on the health and environmental effects of synthetic turf and crumb rubber.

The Board of Selectmen recommends approval. Vote 5-0-0.

***ARGUMENTS IN FAVOR:***

- A moratorium on synthetic turf fields should alleviate immediate concerns on climate, environmental and health issues associated with the components of such fields. Three years should afford the Town time to assess continuing studies on these issues.
- By pausing the debate about synthetic turf, the Town can focus attention on evaluating logistics and viability of options for new grass fields instead of arguing against the notion of and concerns about synthetic fields. This article could shift Town attention and resources to developing new high-quality grass fields and upgrading existing grass fields capable of supporting extensive use.
- Some believe that considering only natural grass fields is more in harmony with the Climate Emergency Resolution adopted at the May 2021 Town Meeting. Synthetic turf fields are less in keeping with the Resolution.
- Some believe that delaying the construction of synthetic fields reduces potential threats to our environment and that the building of natural grass fields will minimize the environmental harm to surrounding neighborhoods and environments.
- The proposed moratorium allows further studies on the end-of-life scenarios for turf fields.
- Other towns have instituted moratoriums on turf fields.
- This article can be a guidepost to other towns interested in environmental sustainability.
- The cost of construction and annualized maintenance for grass fields can be further reviewed with more recent data and considering new maintenance techniques.

***ARGUMENTS OPPOSED:***

- Opponents say that the study of turf fields has been taking place for many years and may never reach a full understanding of all the risks and concerns.
- Other towns, public and private schools, and pro-sport teams continue to build, use and maintain turf fields.
- A moratorium could delay the building of any new fields for three years. Grass fields require two seasons or more to grow in, and this will extend the timeline needed to resolve the field inventory shortage.

- Building grass fields within the three-year moratorium does not necessarily resolve the immediate needs for more fields. Grass fields are difficult to build in Wayland compared to other towns due to the number of wetlands and limited options. A turf field can be used almost immediately versus grass which takes longer to grow before becoming usable.
- We should continue to pursue turf options today with alternative, non-synthetic infills. Turf fields typically allow for more availability and playing time during wet seasons.
- This moratorium could cause the Town to incur additional expenses on more field studies. A number of studies have already been funded and conducted in recent years.
- Some believe that the moratorium is misleading in that there are environmental impacts that could occur with grass options such as the use of fertilizers and irrigation needs.
- The Town currently has no plans or funds to build a turf field as part of any project in the next three years.

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

**QUANTUM OF VOTE:** Majority – see General Laws Chapter 39, Section 16, and General Laws Chapter 40, Section 21.

**CONSISTENCY WITH LAW:** In Town Counsel’s opinion, the proposed bylaw amendment is not repugnant to Massachusetts or federal law

*For more information about this article, contact Paul Dale, Lead Petitioner at paulbdale@gmail.com.*

## **Article 2. Grass Field at Loker Conservation & Recreation Area Design Fees**

*Proposed by: Board of Selectmen, Recreation Commission*

*Estimated Cost: \$125,000*

To determine whether the Town will vote to:

- a) appropriate a sum of money, not to exceed \$125,000, to be expended under the direction of the Wayland Board of Selectmen for the design, permitting, and engineering for the development of a multi-purpose, rectangular, natural grass athletic field at the Loker Recreation site, including, but not limited to, lighting, drainage, landscaping, recreational amenities, irrigation system and any and all other costs incidental or related thereto; and
- b) determine whether said appropriation should be provided by taxation, transfer from un-appropriated funds, transfer from available funds already appropriated for other purposes, by borrowing under Massachusetts General Laws Chapter 44 or other enabling authority, or otherwise; and
- c) authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow up to said sum in accordance with Massachusetts General Laws Chapter 44, section 7 and 8 and any other enabling authority, and issue bonds or notes of the Town therefor; and
- d) authorize any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved hereunder in accordance with Massachusetts General Laws Chapter 44, section 20, thereby reducing by a like amount the amount authorized to be borrowed to pay such costs.

### **PROPOSER'S COMMENTS**

Numerous studies, assessments, and evaluations conducted by the Town demonstrate a fact: the Town faces a significant shortage in available outdoor recreational fields. The need for additional recreational fields was once again verified during a public forum recently held by the Board of Selectmen on August 30, 2021. This article seeks monies to design a grass field at the Loker Conservation & Recreation Area ("Area"). Since 2000, the Town has invested almost \$2,000,000 in the purchase and design of a field at the Area. This site is ideal for placement of an athletic field because the deed limits use of the Area specifically for recreational use, is sufficiently distanced from any residential properties, and provides use of land that has been vacant for over twenty years. Access to outdoor recreational activities is valuable to both individuals and the Wayland community at large.

### **FINANCE COMMITTEE COMMENTS:**

The purpose of this article is to fund all costs associated with the design and permitting of a multi-purpose rectangular, natural grass athletic field at the Loker Recreation site, as defined above. The site is situated at the northeast corner of the intersection of Route 30 (Commonwealth Road) and Rice Road in Wayland (a map showing the location is in Appendix A). The Recreation Commission has voted to fund the project with \$75,000 from the Recreation Revolving Fund. The Board of Selectmen has voted to fund the remaining \$50,000 with funds remaining from the close outs of a similar capital project, which was Phase I of the recently completed High School athletic fields. Similar articles to fund an athletic field at this site have been debated and voted at Wayland Town Meeting in previous years, with the major difference being that those requests were for the development of an artificial turf field and this article is for the development of a natural grass field. In April 2019, a debt exclusion question on the local election ballot asking whether Wayland residents would support additional taxes to fund an artificial turf field at the Loker recreation site passed. However, the proposed articles at Town Meeting to appropriate the funds to build the field failed to obtain the necessary 2/3 vote for passage.

In the Warrant for Annual Town Meeting in 2021, it was noted that:

*The field would be built on an area that the Town purchased for \$1.7 million in 2000. At a Special Town Meeting in November 2017, the Town approved design funds for this project, of which \$154,000 has been expended to date. The scope of this project includes a regulation-sized field (measured at 195' by 330') and includes the playing surfaces, lighting, drainage, landscaping, amenities, access roads, and parking areas. Design and construction bid documents are complete.*

While the article in 2021 defined the size of the field to be developed, such a definition is not stated in the present article, although the Finance Committee assumes it is likely to be similar. This article would fund a new design study, and therefore the defined size of the field may be an open question regarding the athletic field. The Article from the 2021 Town Warrant states that the Town has spent almost \$2.0 million in acquisition and design costs for this property since 2000 and that a portion of the property is specifically designated for recreational use.

The Recreation Commission has stated the need for additional athletic fields in Wayland for many years and several studies that have been undertaken since 2010 have documented this need. These studies have provided data regarding both the insufficiency in the number of fields and overuse of the existing fields (see the following: Wayland Town Master Plan from June 2010; report by Gale Associates, Inc., dated July 15, 2010 (the "Gale Report"); Town of Wayland Open Space & Recreation Plan from 2016; and Wayland Townwide Recreation Facilities Plan by Weston & Sampson in January 2018). All of these studies and the need for additional athletic fields was reiterated and reinforced during a public forum held on August 30, 2021 by the Board of Selectmen.

Weston & Sampson has estimated the annual cost of maintenance to be in the range of \$10,000 to \$15,000 per annum, if a field is developed at this site, subject to a future vote of Town Meeting.

The Board of Selectmen recommends approval. Vote: 5-0.

The Recreation Commission recommends approval. Vote: 4-0-1.

#### **ARGUMENTS IN FAVOR:**

- A vote in favor of this article will accelerate the addition of a new playing field in Wayland, which is a need that has been requested by the Recreation Commission and many residents and has been substantiated by the reports noted above.
- The Loker Recreation area has been studied and planned for many years and moving ahead with this project would be a step in the direction of putting to use an asset on which the Town has spent significant monies over the past two decades and a use that is consistent with its designation as a recreation area.
- Planning a natural grass field at this location will provide a new field, which has been requested by many, and will satisfy many in Wayland who supported the development of the athletic field, but not one consisting of artificial turf.
- A new athletic field at this location will enhance the overall Loker Recreation area; not only will it provide a much needed athletic field, but it may also make the property more appealing to those using the Conservation amenities.

#### **ARGUMENTS OPPOSED:**

- Development of an athletic field at the Loker Recreation area is seen by some as an expensive place to develop a new athletic facility for the Town; rather, the Town should explore other areas that may be developed with similar or additional facilities before spending the funds to develop this site.

- Neighbors have stated concerns with an athletic field at this site due to increased traffic and the potential to add lights for evening athletic events.
- Funding for this planning exercise has not been defined and was not planned within the Fiscal Year 2022 budget as voted at the 2021 Annual Town Meeting; therefore, some might argue that this expenditure should be voted at the next Annual Town Meeting when voters can see it in the context of the overall budget for the next fiscal year and in the context of the 5-year capital plan.

**RECOMMENDATION:** The Finance Committee recommends approval. Vote: 5-1.

**QUANTUM OF VOTE:** 2/3 vote if borrowing funds under General Laws, Chapter 44, Sections 7 and 8. Majority vote to appropriate funds pursuant to General Laws Chapter 40, Section 5.

*For more information about this article, contact Louise Miller, Town Administrator at [lmiller@wayland.ma.us](mailto:lmiller@wayland.ma.us)*



### **Article 3. Feasibility Study for a Grass Field at 195/207 Main Street**

*Proposed by: Board of Selectmen, Recreation Commission*

*Estimated Cost: \$50,000*

To determine whether the Town will vote to:

- a) appropriate a sum of money, not to exceed \$50,000, to be expended under the direction of the Board of Selectmen for a feasibility study for a multi-purpose, natural grass athletic playing field at 195 and 207 Main Street, Wayland, Massachusetts, including, but not limited to, lighting, drainage, landscaping, recreational amenities, irrigation, access and parking areas, and any and all other costs incidental or related thereto; and
- b) determine whether such appropriation shall be provided by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by borrowing under Massachusetts General Laws Chapter 44 or other enabling authority; and
- c) authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow up to said sum in accordance with Massachusetts General Laws Chapter 44, section 7 and 8 and any other enabling authority, and issue bonds or notes of the Town therefor; and
- d) authorize any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved hereunder in accordance with Massachusetts General Laws Chapter 44, section 20, thereby reducing by a like amount the amount authorized to be borrowed to pay such costs.

#### **PROPOSER'S COMMENTS:**

Article 3 seeks \$50,000 to study the land parcels at 195 and 207 Main Street to determine suitability for a multi-purpose, natural grass athletic playing field.

195 Main Street, the former Highway Garage, is located south of the Middle School driveway. 207 Main Street is the grassy area located north of the Middle School driveway. At the Fields Forum held in August, the Board of Selectmen learned that to meet current demand the town needs three additional grass fields. 195 and 207 Main Street, along with the Loker Recreation area were identified as two potential grass field sites.

The feasibility study will include field configuration, an environmental review, parking, drainage, irrigation and lighting needs. It will also address recreation amenities such as bleachers and scoreboard accommodations. As envisioned, a multi-use field will support Soccer, Lacrosse, Field Hockey, Community Sports and Youth Groups.

#### **FINANCE COMMITTEE COMMENTS:**

This is one of three articles proposed by the Board of Selectmen for a vote at 2021 Special Town Meeting for the purpose of planning or studying the addition of new athletic fields in the Town of Wayland. This article specifically requests funding to study a potential new athletic field at the site of the former Department of Public Works facility, adjacent to Wayland Middle School and along Cochituate Road (Route 27). A map showing the location of this site is in Appendix B.

As noted in the write-up for Article 2 of this Special Town Meeting (Grass Field at Loker Conservation & Recreation Area Design Fees), several reports since 2010, and demand by Town residents, have demonstrated the need for additional playing fields in Wayland. This particular site has been available and noted as a potential site for an athletic field for the past several years. In 2016, the Town voted at



Annual Town Meeting to not support a Recreation Commission request to study this site for an athletic field. It was also the proposed site for a new library in Wayland, a project that was not approved by voters at Annual Town meeting, but one that could be considered once again in the future.

The Recreation Commission has voted to fund the Article with \$49,000 from the Recreation Revolving Fund. The Board of Selectmen has voted to fund the additional \$1,000 required with a reappropriation of a past capital item paid with free cash.

The Board of Selectmen recommends approval. Vote: 5-0.

The Recreation Commission recommends approval. Vote: 4-0-1.

**ARGUMENTS IN FAVOR:**

- This land is an asset of the Town of Wayland that is not being utilized and studying its potential use as a playing field would make it an active and beneficial asset to the Town.
- The adjacency of this site to the Wayland Middle School would provide an opportunity to coordinate activities between school and recreational needs, thereby creating a more dynamic area for recreational opportunities, whether connected to school activities or purely non-school programs.
- This study could provide a good comparison to other sites being considered for athletic field development, as the Town should focus such development in areas that are most cost-effective.

**ARGUMENTS OPPOSED:**

- It could be argued that if the Town is moving forward with the development of a field at the Loker Recreation site, it should not simultaneously be expending funds to study the development of other fields.
- There is a possibility that the library will make a new request of the Town for a new facility when State funds once again become available, and this site might be preferred over other potential sites in Town.
- A capital committee in Wayland might be the place to commence studying the use of this parcel and others, and perhaps that initial study, by residents or a Town board or committee, does not require any funding.

**RECOMMENDATION:** The Finance Committee recommends approval. Vote: 5-1.

**QUANTUM OF VOTE:**  $\frac{2}{3}$  vote if borrowing funds under General Laws, Chapter 44, Sections 7 and 8. Majority vote to appropriate funds pursuant to General Laws Chapter 40, Section 5.

*For more information about this article, contact Louise Miller, Town Administrator at [lmiller@wayland.ma.us](mailto:lmiller@wayland.ma.us)*

#### **Article 4. Feasibility Study for Review of Potential Third Site for a Grass Field**

*Proposed by: Board of Selectmen, Recreation Commission*

*Estimated Cost: \$50,000*

To determine whether the Town will vote to:

- a) appropriate a sum of money, not to exceed \$50,000, to be expended under the direction of the Board of Selectmen for a feasibility study to investigate and identify a site for a multi-purpose, natural grass playing field in Wayland, Massachusetts, and those sites to be considered shall include, but not be limited to, Greenways, the Route 20 South Landfill, and Orchard Lane/Holiday Road, and
- b) to determine whether such appropriation shall be provided by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by borrowing under Massachusetts General Laws Chapter 44 or other enabling authority, or otherwise; and
- c) authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow up to said sum in accordance with Massachusetts General Laws Chapter 44, section 7 and 8 and any other enabling authority, and issue bonds or notes of the Town therefor; and
- d) authorize any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved hereunder in accordance with Massachusetts General Laws Chapter 44, section 20, thereby reducing by a like amount the amount authorized to be borrowed to pay such costs.

**PROPOSER'S COMMENTS:** Access to outdoor recreation is valuable to all individuals. The scope of this article is to simply determine the feasibility of a location of a third site for multipurpose athletic field. The study will prioritize locations at Greenways, Route 20 South Landfill and Orchard Lane amongst others to determine the most cost effective, sustainable alternative that meets the requirements of today while anticipating future needs. After eight studies, the WRAP Report and recent Town presentation, the Town has the information needed to determine a third field location.

This article provides the Town with a conceptual plan that provides for scope of future design and construction. Feasibility of a specific site will include the following candidate site specific information: configuration, lighting, supported sports, seating, pedestrian, vehicular, bathroom, fencing, irrigation, buffer zones, ADA, sustainability, utilities, scheduling, fees, maintenance, site issues, site advantages and design renderings.

#### **FINANCE COMMITTEE COMMENTS:**

This is one of three articles proposed by the Board of Selectmen for a vote at Special Town Meeting in 2021 for the purpose of planning or studying the addition of new athletic fields in the Town of Wayland. This article specifically requests funding to study a potential new athletic field or fields multiple sites in Wayland, including the Greenways, the Route 20 South Landfill, and Orchard Lane/Holiday Road. A map showing these locations of these sites is in Appendix D. Other fields that could be included in the study include, but are not limited to, Alpine Field and Claypit Hill School.

The Recreation Commission has studied and presented numerous times to Town Meeting and Town residents the need for additional playing fields for school and recreation sports and activities. As noted in the write-up for Article 2 of this Special Town Meeting (Grass Field at Loker Conservation & Recreation Area Design Fees), several reports since 2010, and demand by Town residents, have demonstrated the need for additional playing fields in Wayland. Two of the sites noted in this article for potential study, the Greenways and Orchard Lane/Holiday Road, have been noted in some of those studies. The Route 20 South Landfill site was identified as a site for potential development as a recreational area in the 2016 Open Space and Recreation Plan and the 2017 WRAP Report, and the Board of Selectmen created a Visioning Committee to provide feedback on the Town's vision for the Route 20 South Landfill site.

Recreation fields are one use being considered. This study would help determine whether recreation fields are feasible at the Route 20 South Landfill site.

A difference between the sites noted in this proposed field study and the other articles presented at this Special Town Meeting is that there is the potential to develop more than one field at some of these locations, which could provide an option for meeting more of the stated need for fields with a single construction project. Something that has not previously explored in other requests for funding of athletic fields.

The Recreation Commission has voted to fund the Article with \$49,000 from the Recreation Revolving Fund. The Board of Selectmen has voted to fund the additional \$1,000 required with The Board of Selectmen has voted to fund the additional \$1,000 required with a reappropriation of a past capital item paid with free cash.

The Board of Selectmen recommends approval. Vote: 4-0-1.

The Recreation Commission recommends approval. Vote: 4-0-1.

#### **ARGUMENTS IN FAVOR:**

- The parcels noted are assets of the Town of Wayland that are not being utilized and studying their potential use as playing fields would make them active and beneficial assets to the Town.
- The potential to develop more than one athletic field on a site could have significant financial benefits to the Town, as once work is commenced at an area, the cost for more than one field may become substantially less on a per field basis.
- If an area can be developed with multiple playing fields, it might satisfy the Town's need for athletic fields for several years and therefore allow the Town to focus on other assets that are a priority to many in Town.
- This study could provide a good comparison to other sites being considered for athletic field development, as the Town should focus such development in areas that are most cost-effective.
- Feasibility studies sometimes provide a decision-making framework to help the town make the best decisions that are cost effective.

#### **ARGUMENTS OPPOSED:**

- It could be argued that if the Town is moving forward with the development of a field at the Loker Recreation site, it should not simultaneously be expending funds to study the development of other fields.
- A capital committee in Wayland might be the place to commence studying the use of this parcel and others, and that initial study, by residents or a Town board or committee, does not require any funding.
- Some may feel that this article is too open ended to obtain a positive result.

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

**QUANTUM OF VOTE:** 2/3 vote if borrowing funds under General Laws, Chapter 44, Sections 7 and 8. Majority vote to appropriate funds pursuant to General Laws Chapter 40, Section 5.

*For more information about this article, contact Louise Miller, Town Administrator at [lmiller@wayland.ma.us](mailto:lmiller@wayland.ma.us)*



## **THE MODERATOR'S RULES AND REGULATIONS**

### **GOVERNING WAYLAND'S TOWN MEETINGS**

The following information may help you to participate fully in Wayland's town meetings, which have been held each year since 1639:

#### **I. THE WARRANT**

This booklet, which includes the Warrant for Wayland's Annual Town Meeting and Special Town Meeting if called, was compiled by the Selectmen and served upon all residents by mail and by posting in accordance with applicable provisions of the Code of the Town of Wayland. It contains the agenda of the subjects to be acted upon (articles).

No action of this Town Meeting will be valid unless it shall have been taken under an article set forth in the Warrant.

Each article will be considered in the order in which it appears on the Warrant, unless the meeting shall have voted to do otherwise by a TWO-THIRDS vote.

#### **II. THE VOTERS**

- A. All residents of Wayland, who have been duly registered as voters, are urged to attend, participate, debate and vote at all annual and special town meetings subject to laws of the Commonwealth of Massachusetts, the Bylaws of the Town and these rules and regulations.
- B. The Town Administrator, Assistant Town Administrator, Town Counsel, Police Chief, Fire Chief, Finance Director, Director of Public Works, Public Buildings Director and Superintendent of Schools, shall have the right to attend and sit on the floor of town meetings, but they shall not be considered in determining the presence of a quorum unless they are registered voters of the Town. See paragraph IV.B.3 below.
- C. All other persons, including members of the press, may attend and observe Wayland's town meetings so long as they remain seated in the special section reserved for non-residents, unless the Moderator shall have authorized them to sit among the registered voters.
- D. A registered voter may bring his or her child(ren) to sit among the voters so long as the child(ren) sit(s) quietly beside his or her parent at all times. All parents bringing children shall be responsible to see that all children maintain social distancing and other health related requirements of the meeting.

#### **III. THE MODERATOR**

The Moderator is elected by ballot for a three year term at the annual election of town officers to preside at all Town meetings during his or her term of office and is authorized by state law to regulate the proceedings, decide all questions of order and make public announcement or declaration of all votes, subject to the Bylaws that Wayland has enacted to regulate the proceedings of town meetings. All rulings of the Moderator are final.

#### **IV. THE MEETING**

##### **A. The Call to Order**

- 1. The Moderator will call the Special Town Meeting commencing on October 3, 2021, to order at 12:30 p.m., or other time or date as determined by the Selectmen or the Moderator acting under

Mass. General Laws C. 39 Section 10A, or as soon thereafter as the Town Clerk has determined that a quorum of one hundred (100) registered voters has been checked into the meeting.

2. The Moderator will announce the number of each article about to be considered and invite a motion thereunder; the Moderator will omit the reading of the articles, unless a MAJORITY of the meeting shall vote otherwise. The Moderator may in the alternative allow or invite the moving party to read the motion under the article.

**B. To Address the Town Meeting**

1. No person may address a town meeting until and unless he or she shall have been recognized by the Moderator. All persons shall, at the request of the Moderator, be silent.
2. All persons, who wish to be recognized, shall approach one of the three microphones placed at the front of the meeting or in front of their section if more than one set of microphones are installed, which most closely reflects the purpose for which they seek recognition:
  - a. The Procedural Microphone (in the middle) will be available to those who have been recognized by the Moderator and wish to offer:
    - 1) The main motion under the article being considered and a presentation in support thereof;
    - 2) The principal presentation in opposition to the main motion.  
See paragraph IV.C.2.b, below;
    - 3) An amendment to a main motion;
    - 4) A question seeking information concerning the motion or other matter then under discussion, or guidance from the Moderator as to procedure, including a point of order;
    - 5) An answer to a question seeking information; and
    - 6) A point of order or procedural motion, such as:
      - a) a motion to terminate debate;
      - b) a motion challenging the Moderator's declaration of a vote;
      - c) a motion questioning the presence of a quorum;
      - d) a motion to adjourn; and
      - e) a motion to limit or extend the time of debate (see IV C 8 below).
  - b. The "Pro" Microphone will be available to those persons recognized by the Moderator who wish to speak in support of a motion on the floor.
  - c. The "Con" Microphone will be available to those persons recognized by the Moderator who wish to speak in opposition to a motion on the floor.

The Moderator will normally recognize those persons, who are standing behind or seated near each microphone in a single file while maintaining social distancing, in the order of their entry into that file, alternating between the Pro and the Con mikes; but reserves the right to recognize any person at any time, including a person who has not approached a mike, a person who is handicapped or a person who has risen to a point of order. Any

person whose remarks are not consistent with the purpose of the microphone that he has been permitted to use, shall yield the floor upon request of the Moderator.

3. Those individuals granted the right to sit on the floor under Section II B above, if non-residents, shall have the right to answer factual questions, but they do not have the right to vote or enter debate unless they are registered voters of the Town.
4. If a person, who has not registered to vote, seeks permission to address the meeting, the Moderator will ask whether there are any objections. If there are any, he will immediately call for a vote. If the majority shall vote to hear the non-resident, the Moderator will give him/her the floor.

#### C. The Debate

1. When you have been recognized by the Moderator, address the Chair as follows: "Mr. Moderator, I am (Name) of (Street Address)." Then proceed as follows:
  - a. "I move that . . .";
  - b. "May I ask you . . ."; or
  - c. "May I ask through you (then state the question which you want a board, official, or previous speaker to answer);
  - d. "I rise to a point of order";
2. Once you have been recognized, you may offer any motion, amendment, argument, comment, suggestion or question relevant to the article then under consideration, unless the Moderator shall have authorized debate or invited comments upon subjects not listed in the Warrant; but:
  - a. Any person who wishes to offer the principal presentation in support of the main motion under an article, must so notify the Moderator prior to the session at which that article is called and complete the same within seven (7) minutes, or less, and yield the floor. A light, if available will warn you to conclude your remarks and yield the floor during the final minute. The Moderator may divide the time if more than one person indicates a desire to make a presentation in support. The aforesaid seven-minute limit does not apply to the principal motions under the omnibus budget article.
  - b. Any person wishing to offer a presentation in opposition to the main motion under an article must so notify the Moderator prior to the session at which that article is called and complete the same within the time used by the proponent, or within three (3) minutes, whichever is longer, and yield the floor. The same one (1) minute warning light if available will warn you to conclude your remarks. The Moderator may divide the time if more than one person indicates a desire to make a presentation in opposition.
  - c. All other persons who wish to address the Town Meeting shall, when recognized, complete their remarks in two (2) minutes, or less, unless extended by leave of the Moderator and yield the floor. The same one (1) minute warning light if available will be turned on when you have used up the first minute.
  - d. You may be interrupted only by a question of privilege, a point of order, a request that you speak more distinctly or by the Moderator.

- e. When you have completed your motion, question, or remarks, you relinquish your claim to the floor; and you must yield the floor upon request of the Moderator.
  - f. The Moderator will rule, or take other appropriate action on any generally recognized incidental, subsidiary or privileged motion.
- 3. Abbreviated Presentation Procedure. With notice to and leave of the Moderator any person making a main motion under an article may present that motion under the Abbreviated Presentation Procedure. Under this procedure:
  - a. The motion must be presented in or be substantially consistent with the words of the Article as printed in the Warrant, and without making further presentation in support of that article. The Moderator may allow minor or editorial variation from the words of the Article as printed in the Warrant.
  - b. The Moderator will ask if anyone wishes to speak in opposition to the motion or if anyone has a question regarding the motion.
  - c. Should there be a question, the questioner will be permitted to state his or her question and the presenter of the motion will be permitted to answer that question.
  - d. Should any individual state that he or she is opposed to the motion, or if the Moderator determines that the questions are of significant depth or importance, the presentation and debate will revert to the normal course as set forth in these Rules.
- 4. If you have a question concerning the legality or propriety of the proceedings, you may approach the Procedural Microphone and address the Moderator without waiting to be recognized, saying: "Mr. Moderator, I rise to a point of order." When you have been recognized, you must state the reason for your point, which may include that a motion is beyond the scope of the article under consideration, that the person who has the floor is not addressing the merits of the motion or that a quorum is not present. The Moderator will then rule on the point and the Moderator's ruling is final.
- 5. If you wish to offer a motion within the scope of the article under consideration, follow the procedure outlined under paragraph IV. B. and C., above.
  - a. If your motion is the main motion, you must then declare that it is identical word-for-word with the substantive portion of the article printed in the warrant which is then under consideration, or describe the substantive differences in wording between the article and the motion; otherwise the Moderator will permit no debate or action upon your motion. If your main motion is visually available to a reasonable extent throughout the hall, you may dispense with the description of substantive differences, unless directed to do so by the Moderator.
  - b. If you plan to offer a main motion that contains more than twenty-five (25) words and differs significantly from the article printed in the Warrant such that in the view of the Moderator, the assembly may be confused, you must first print and distribute a copy thereof to those attending the session of town meeting at which said motion is presented.
  - c. A motion or an amendment of a motion that exceeds ten (10) words in length may be presented to the assembly only after it has been offered in writing to and accepted by



the Moderator. The aforesaid requirement does not apply to main motions which are addressed by the immediately preceding subsection.

- d. A motion that is not identical word-for-word with the substantive portion of the article printed in the warrant then under consideration will not be accepted, unless the Moderator shall determine that said motion is within the scope of the article; i.e., that it does not change the substantial character of the proposal described in that article or would not further restrict, if passed, the liberties of the residents of Wayland than the proposal set forth in the article.
  - e. The Moderator will accept no motion proposing a layout, taking, acceptance of gift, purchase, sale, lease or rezoning of land, unless the article under which the motion is offered contains a running description of the land in question, a description by metes and bounds or a reference to a plan suitable for recording that is available for public inspection at the office of the Town Clerk, the Town Surveyor, the Planning Board or another place to which the public has access during normal business hours.
  - f. The Moderator will accept no motion to appropriate and/or expend a sum of money, which exceeds the estimated cost set forth in the article then under consideration by fifteen (15%) percent, except for motions under the omnibus budget article and motions under a supplementary budget article that contemplates the appropriation of additional money for the current fiscal year to augment moneys previously appropriated and proposes to fund such appropriations by transfer from unappropriated funds, funds appropriated for another purpose or from funds received by the Town as grants or gifts.
  - g. The Moderator will accept no motion that in the Moderator's view would eviscerate or be completely opposite of the motion under the Article under consideration.
  - h. The Moderator may rule on your motion, even if no one has risen to challenge that motion by way of a point of order.
6. You will not be recognized to speak on the merits of a motion if you have already spoken three times on its merits, but you may be recognized to answer a question put by another or to raise a procedural issue with respect to that motion.
7. Wayland's practice with respect to some common subsidiary motions is generally as follows:
- a. You may amend a motion by moving to add and/or delete words to and/or from the main motion or by substituting a new motion therefor; but the Moderator permits no more than two amendments to a main motion at a time. A motion to amend is debatable and requires only a MAJORITY vote, even though the main motion may require a TWO-THIRDS vote.
  - b. You may move to refer a matter for further study, if your motion identifies the official or committee who shall conduct such study, how it shall report, when and to whom. In the event that you wish to establish a new committee for this purpose, the motion must specify the number of members who shall serve and who shall appoint them. A motion to refer is debatable and may be amended and requires a MAJORITY vote.

- c. You may move to advance or postpone to a time certain within the then current session of the meeting consideration of an article listed in the Warrant. Such a motion is debatable, may be amended and requires a TWO-THIRDS vote.
  - d. You may move to lay an article on the table ("table"). Such a motion is NOT debatable or amendable and requires a TWO-THIRDS vote. A motion to remove such article from the table is also NOT debatable or amendable and requires a TWO-THIRDS vote.
  - e. You may ask the Meeting to take no action under an article by moving "that the article be passed over." Such a motion may be deemed a substitute for the main motion, is debatable, may not be amended, requires a MAJORITY vote and serves to dispose of the article under consideration.
8. Unless extended or limited as hereinafter allowed, upon the expiration of forty five (45) minutes after the main motion under any article shall have been seconded, or put before the meeting by the Moderator, unless extended by leave of the Moderator, the Moderator will terminate debate thereon, unless the Town Meeting shall have either voted by majority vote to extend, or by 2/3 vote to limit, the time available for further debate. The time needed to count the vote(s) upon the motion(s) under the article will not be included in the total time. The aforesaid time limit does not apply to debate under the omnibus budget article.
9. Although the Moderator has absolute authority to regulate the proceedings at town meetings, debate under a motion can be terminated by a TWO-THIRDS vote of the Town Meeting. Therefore, if you believe that debate under a motion has gone on long enough, approach the Procedural Microphone, and, when you have been recognized, make a motion to terminate debate (move the previous question). If your motion receives a second, the Moderator may, but need not, defer the termination of debate for a reasonable time to permit both sides of the issue to be heard. If a motion to terminate debate carries by a TWO-THIRDS vote, the Moderator will put the previous motion under consideration to a vote without further debate; but if said motion does not carry by a TWO-THIRDS vote, the Moderator will permit debate to continue.
10. If an article of the Warrant has been acted upon and disposed of, a motion to reconsider the article may be made at any time if the Moderator determines that the person offering the motion discloses significant new information to the Town Meeting concerning said article, which existed but had not been disclosed or made available to the Meeting when the motion under that article was debated, and the Moderator thereupon explains why such information satisfies the foregoing criteria; provided however, the debate and action on said motion shall be deferred until all other articles have been disposed of. In any event, a two-thirds vote shall be required for approval of a motion to return to an article.
11. Consent calendar: In order to accommodate the rapid disposition of articles for this meeting it may be moved by any person who has been recognized by the Moderator that the assembly act on two or more articles in one vote. Under this procedure:
- a. Unless the offered articles are in order in the warrant the proponent must receive consent of the meeting by 2/3 vote to take such articles out of order, as referenced in under Section I of these Rules.
  - b. The proponent will identify by number, or by number and title, each article to be considered for action by consent.

- c. Such action by consent is limited to adopting, rejecting, or passing over the indicated articles. Any adoption shall be in the unamended language of the Articles as printed in the Warrant.
- d. The Moderator may for clarity of the meeting subsequently read the number or number and title of each article to be considered for action by consent. The Moderator is under no obligation to so read the articles referenced in the proponent's motion.
- e. Any three persons may remove an article from the list of those to be considered for action by consent, by use of a clearly audible vocal request to HOLD the article when read by the proponent or the Moderator. Articles so removed will be considered in their normal order as shown in the Warrant.

#### D. The Vote

Before calling for a vote, the Moderator will usually repeat the motion under consideration (as the same may have been amended), unless it is substantially identical to the article:

1. In the event that electronic handset voting equipment shall have been made available for use by voters at any Annual or Special Town Meeting, all votes shall be taken by secret ballot using such equipment, unless the Moderator shall decide otherwise for reasons he/she shall state publicly. When calling for an electronic vote, the Moderator will ask voters to press the number "1" if they wish to register an "aye" or the number "2" if they wish to vote "no". In the event that a voter wishes to abstain, he or she may (but need not) press "3". Voters may change their mind as many times as they wish, but the last vote recorded upon the expiration of thirty seconds, or other time as indicated by the Moderator will count. Any voter who believes that his or her keypad is not functioning properly or is failing to record his or her vote accurately should proceed to the designated help desk. If a vote is in progress, the voter should raise his or her hand; if seen by the Moderator, the Moderator will dispatch help desk staff to examine the handset for any defect. If it is determined by help desk staff that the handset is defective, the voter will be offered a paper ballot and pen or other writing instrument to record his or her vote on that question and will be provided with another handset for the next vote. Such paper vote shall be promptly relayed by help desk staff to the Moderator.
  - a. If a voter cannot use the electronic handset offered by the Checkers, he or she will be directed to sit in a special section reserved for those who will not be using an electronic handset to vote. Whenever the Moderator shall call for a vote, tellers will provide a ballot to each voter in the special section(s), who, collect those ballots within thirty seconds and deliver them to the Moderator, who will add the total of the ballots to the vote received electronically and announce the vote on the motion before the meeting.
  - b. Each person receiving a handset must retain and use only that handset until turned in at the Help Desk, given to a Teller or turned in at the end of the session. No person may lend or give that handset to another person, nor may any person vote with a handset originally given to another.

Voters with handsets may retain them if they wish to leave the room for any reason, but they must hand their handset to an exit attendant if they plan to leave the building.
2. In the event that electronic voting is for any reason not to be employed, the Moderator will first ask all those in favor to say, "Aye". He will then invite those opposed to say, "No". If the Moderator is in doubt as to whether the motion has carried, he or she may call for another voice

vote; or may ask those in favor to stand, before he asks those opposed to stand. Sometimes, the Moderator will reverse this procedure before announcing the vote.

3. If the Moderator is still in doubt, or if seven (7) or more voters shall immediately question a voice or an uncounted vote taken by non-electronic means, the Moderator will call for the tellers to help him take a standing counted vote – two tellers for each section of the hall so that they may check each other's results. The Moderator will then repeat the motion and say, "All those in favor will rise and remain standing until counted." When the count has been completed, the Moderator will ask those who are opposed to stand and be counted. As soon as each team of tellers has agreed upon the count in their section, they will be asked to report the number of voters they have counted from the Procedural Microphone. When all of the tellers have reported, the Moderator will declare the vote and his declaration of the vote is final, unless clear and convincing evidence shall have been submitted to the Moderator that fraud, errors by of one or more tellers or some other irregularity has infected the accuracy of the vote count just completed; in which event the Moderator will repeat the standing counted vote procedure outlined above.
4. If a vote taken by electronic means is questioned by seven (7) or more voters, the Moderator will audit the vote by choosing a set of voters to come forward and present their handsets in turn to the Town Clerk, who will compare the vote shown on each handset with the vote received by the Electronic Voting System for that handset. If the correlation is less than fully accurate, the Moderator shall discard the electronic vote and call for a standing counted non-electronic vote under the previously set out procedures.
5. In the event that the law requires a vote of TWO-THIRDS or more to carry a motion acted on by non-electronic means the Moderator will normally ask whether there is unanimous support for the motion; but if there is not such support, he will take a standing counted vote. If the Moderator shall have perceived that more than TWO-THIRDS of the voters voted in the affirmative the Moderator may by hand vote determine that the TWO-THIRDS majority was met.
6. If a TWO-THIRDS vote is required to carry a subsidiary or procedural motion, such as a motion to terminate debate ("move the previous question"), and the vote is not to be taken by electronic means, the Moderator need not take a count, even though the voice vote upon such motion was not unanimous, if the Moderator shall have perceived that more than TWO-THIRDS of the voters voted in the affirmative. The Moderator shall then declare that such motion has carried and the Clerk shall record such declaration together with a note that there was "a scattering of nos."

#### E. Adjournment

1. If you wish to adjourn a session of the Town Meeting before all of the articles have been disposed of, you must specify the date and time when the Meeting shall resume. Such motion may be made at any time, is debatable, may be amended and requires a MAJORITY vote, provided, however, that the Moderator will permit no such motion if it shall be offered after debate shall have been terminated upon a pending motion until the final declaration of the vote taken upon the motion then under consideration.
2. Each session of a Town Meeting shall be adjourned by the Moderator (a) at 10:30 p.m., or as soon thereafter as the Meeting has disposed of the article then under consideration or postponed action thereunder, or (b) to adjourn at another time.
3. No motion to dissolve the Town Meeting (to adjourn sine die) is in order until every article shall have been duly considered, acted upon and declared as disposed of.

#### V. QUESTIONS

In the event that you have a question concerning the conduct of the meeting, you need further information to cast your vote, or the status of any motion being considered, you are invited to approach the Procedural Microphone and to address your question to the Moderator as soon as you have been recognized.

#### VI. MISCELLANEOUS RULES

Residents of the Town of Wayland may, with the prior permission of the Moderator, place and/or post documents intended and designed to inform and influence the action of voters at town meetings on the tables and wooden walls located behind and on either side of the tables occupied by the checkers at the entrance of the Stadium and each other venue where town meetings are conducted, so long as said documents are germane to any of the articles set forth in the warrant.

The Selectmen, the Chief of Police and the Chief of the Fire Department and other town officers and employees may also be permitted by the Moderator to post and place documents pertaining to the safety of the public in the aforesaid locations.

Thank you for joining us to do the Town's business.

Dennis J. Berry, Moderator  
September 23, 2021

**MODERATOR'S SUPPLEMENTAL RULES  
FOR TOWN MEETING SLIDES  
(v 1.3)**

**At the Special Town Meeting commencing on October 3, 2021, or any day thereafter as determined by the Moderator, is held outdoors there will be no slides or other graphic displays and thus the following rules are inapplicable and shall be considered void.**

Three types of slides are acceptable for visual display when speaking before Town Meeting:

1. Motion slides
2. Amendment slides
3. Illustrative slides

A Motion slide is displayed when presenting a Main Motion, and can be displayed when presenting an Amendment to a Main Motion. A Motion slide

- shall be presented in the "standard motion format"
- shall be limited to one page unless approved by the Moderator
- shall include the Article number, Warrant page #, Quantum of Vote, Article Title, Proposer, and Estimated Cost in the Header
- shall present the Header text in 20 point Arial font
- shall present the full text of the Motion in 18 point Arial font
- shall not include images
- is requested for both Board-sponsored and Petitioner-sponsored articles
- shall be submitted in Word Document format to the Selectmen's Office

At the Moderator's discretion, an Amendment slide may be created during Town Meeting by Town Meeting personnel digitally photographing a sheet of paper bearing an Amendment in legible handwriting, or in text printed in 18 point font. The text of an Amendment can optionally be submitted in Word Document format to the Selectmen's Office 3 full business days prior to the first session of Town Meeting for review and approval by the Moderator.

One or more Illustrative slides accompanying an Article, Main Motion or Amendment may be displayed during a speaker's presentation. An Illustrative slide shall

- contain pictures, charts, maps, or diagrams that enable voters to better understand a Motion or Amendment
- not restate the language contained in the Motion or found in the text of the Article
- employ text only for the purpose of labelling graphical elements
- be submitted in JPG or PowerPoint format

All Motion and Illustrative slides

- shall be submitted to the Selectmen's office no later than 3 full business days prior to the first session of Town Meeting
- will be reviewed by the Moderator for relevance, value, and compliance with the above requirements; submitters will be notified of approval or rejection
- shall be removed from the screen when the speaker concludes their presentation

During the meeting, the audiovisual system operator will display approved slides at the speaker's direction. Under no circumstances will the use of slides or any other audio/visual device extend the speaker's time.





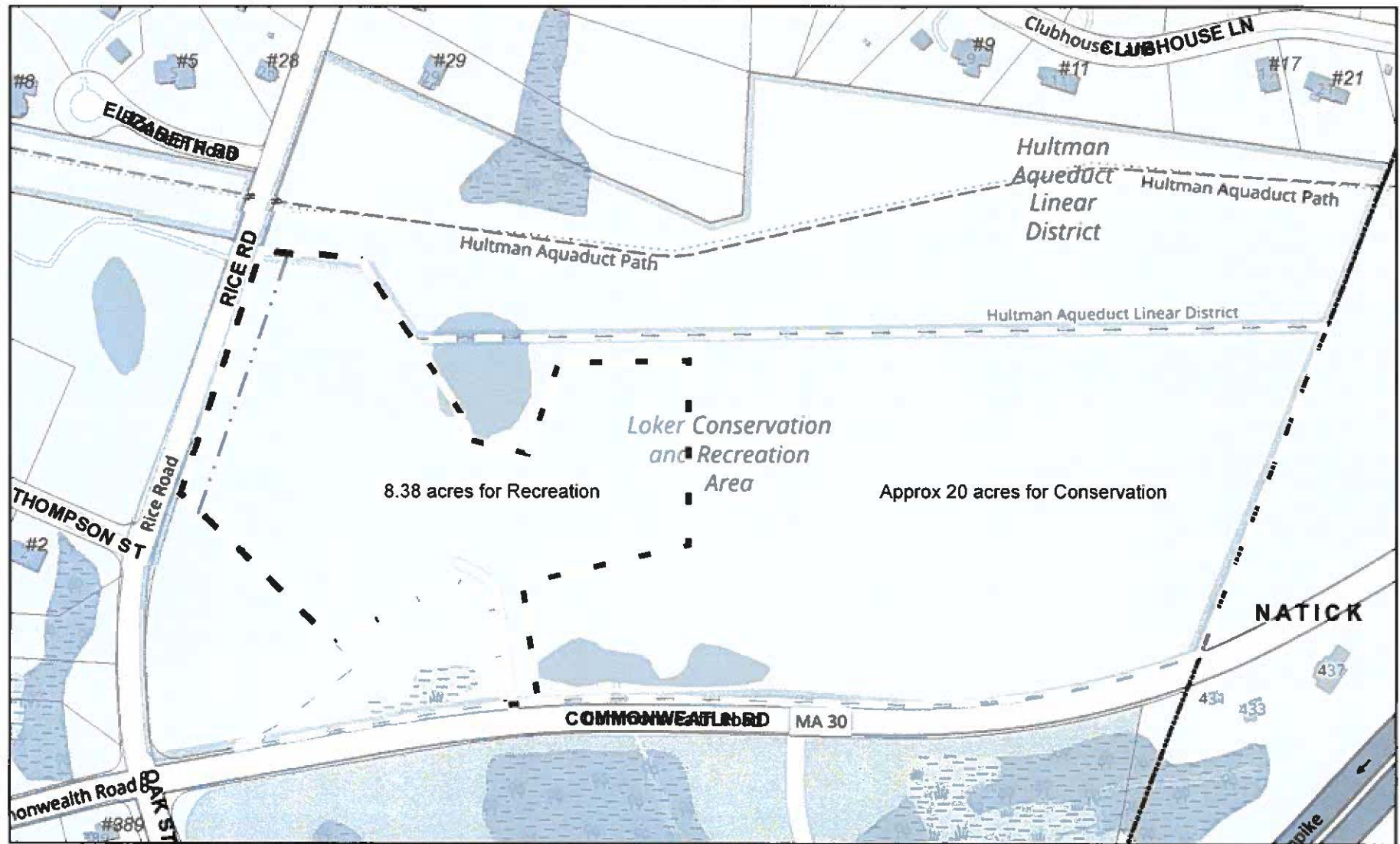
## Appendix A

# LOKER RECREATION AREA 414 Commonwealth Road

MAP 49-064B

2021 STM, Article 2

1 inch = 250 Feet



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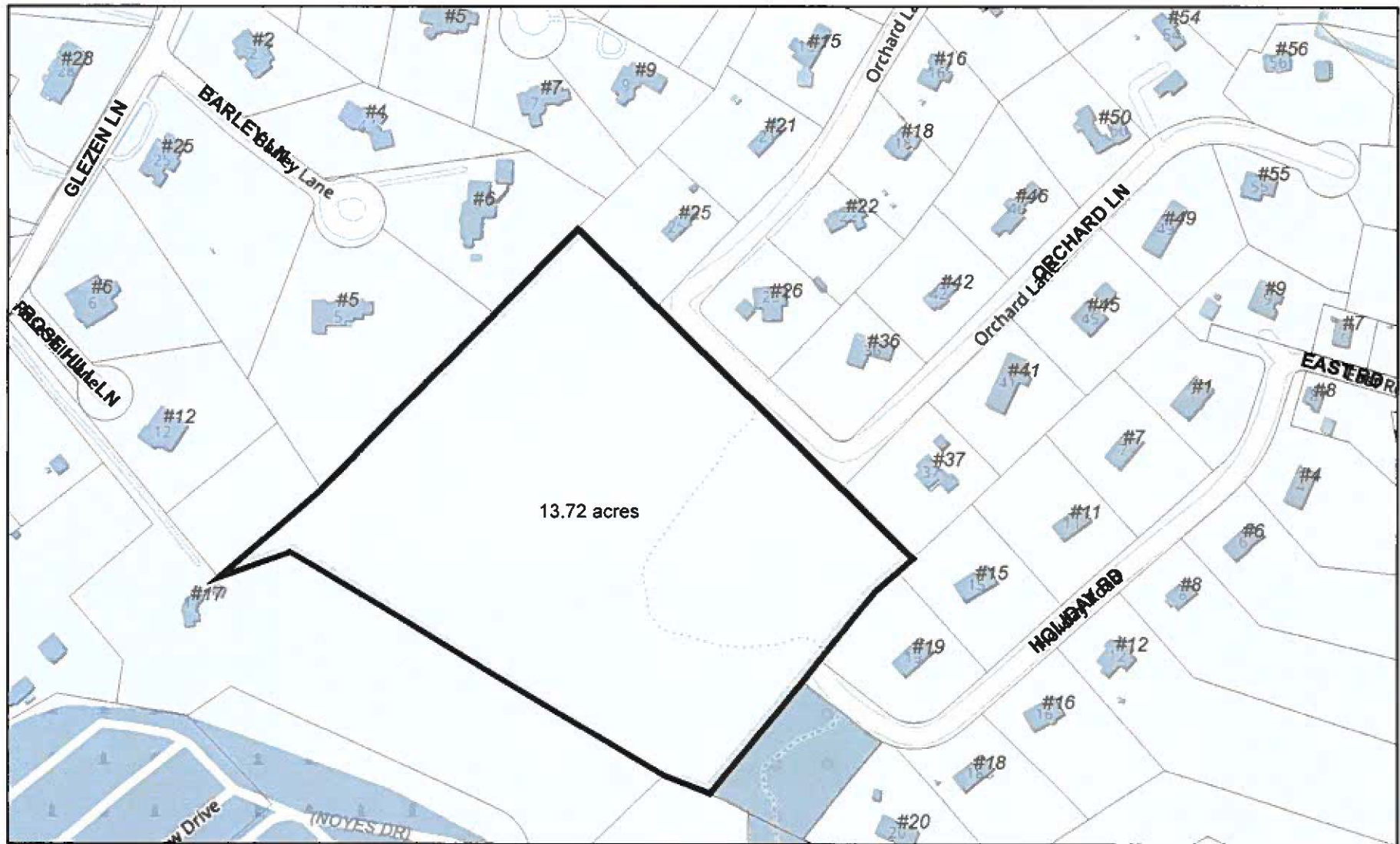




# HOLIDAY ROAD / ORCHARD LANE 25 Holiday Road

2021 STM, Article 4

1 inch = 250 Feet



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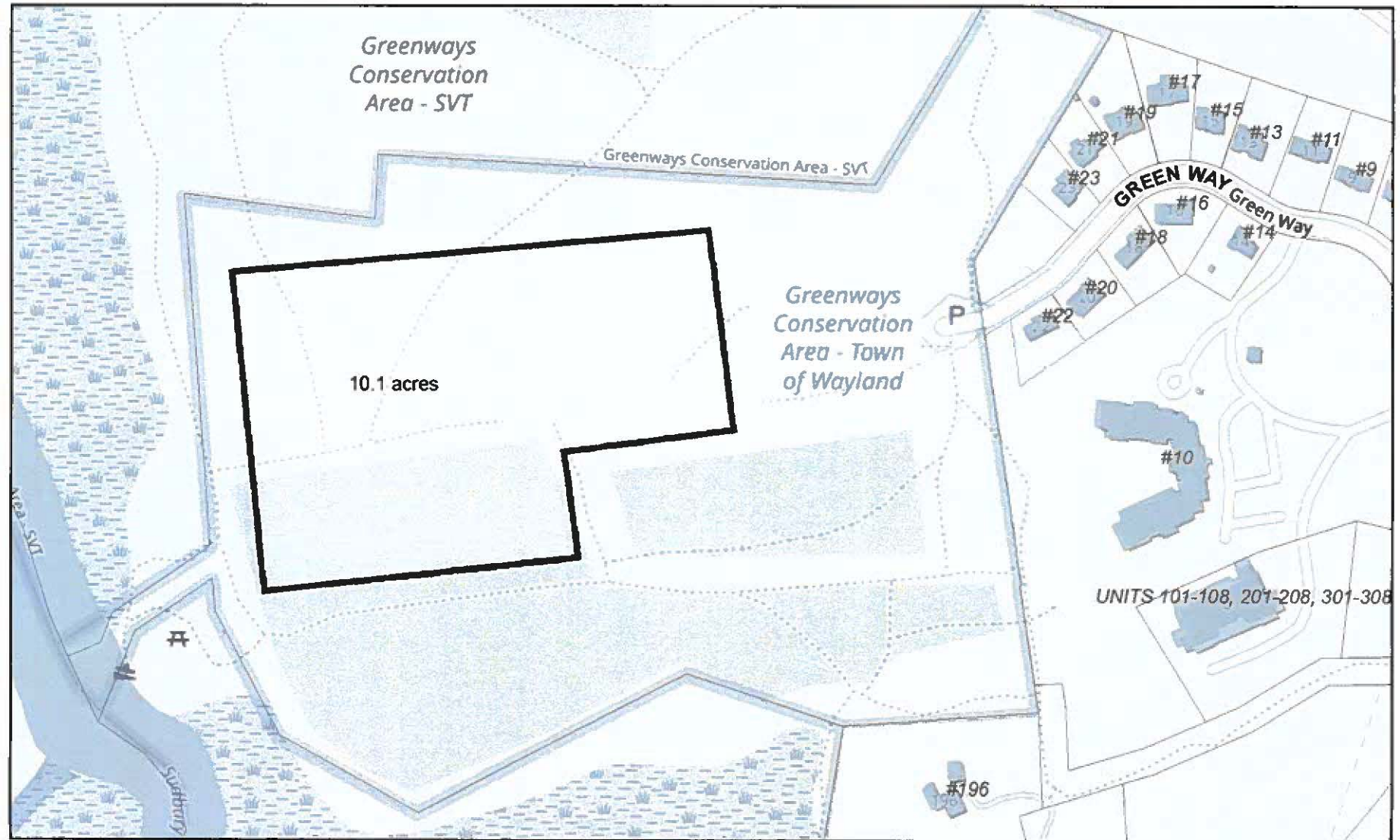
# Appendix C

## GREENWAYS 25B Green Way

MAP 33-001E

2021 STM, Article 4

1 inch = 250 Feet



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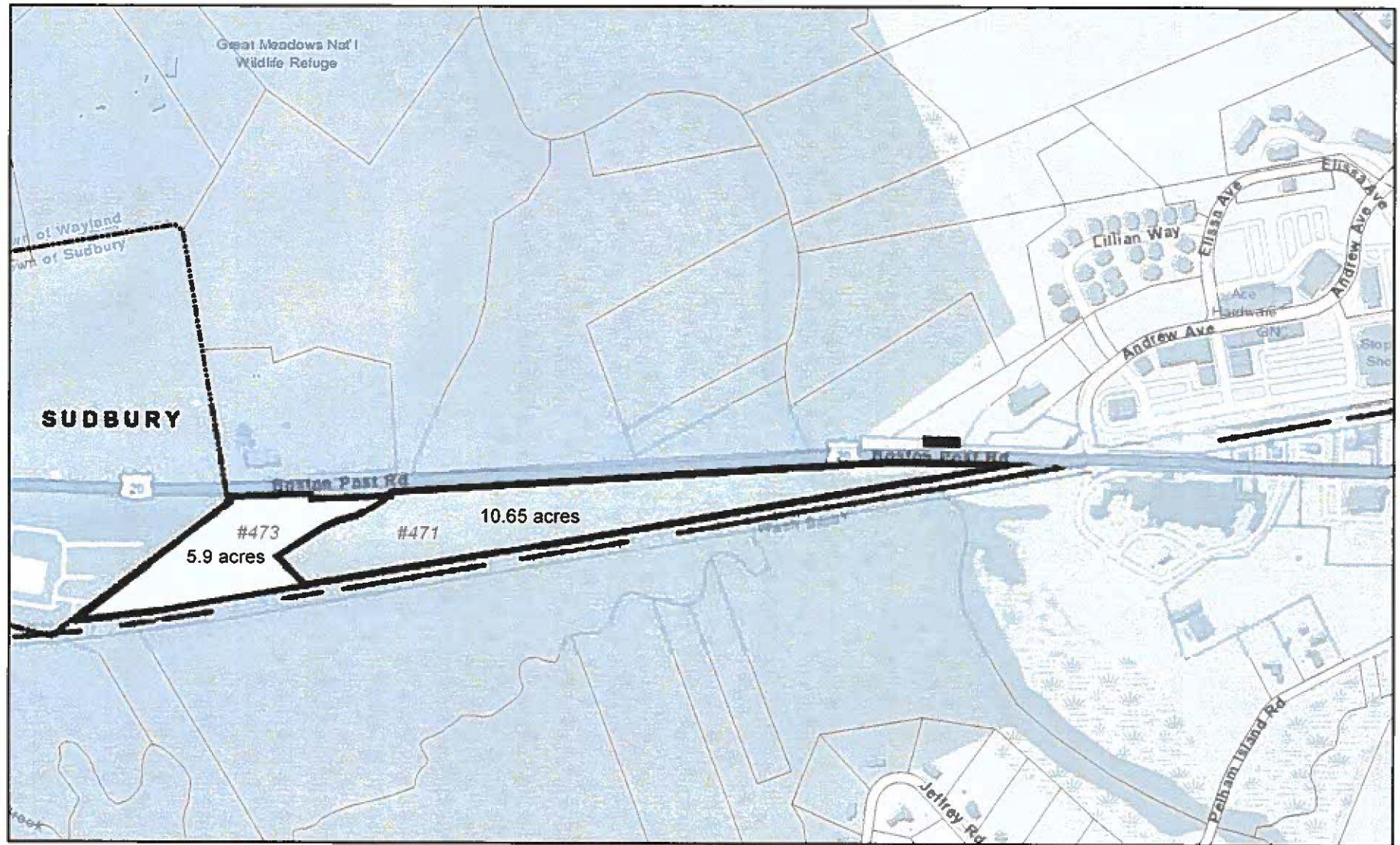
## Appendix C

# ROUTE 20 South / OLD LANDFILL 471 & 473 Boston Post Road

MAP 22-001  
MAP 22-002

2021 STM, Article 4

1 inch = 556 Feet  
0 556 1113 1670



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