



FREDERIC E. TURKINGTON JR.
TOWN ADMINISTRATOR
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TOWN OF WAYLAND

41 COCHITUATE ROAD
WAYLAND, MASSACHUSETTS 01778

BOARD OF SELECTMEN

JOHN BLADON
EDWARD J. COLLINS
STEVEN J. CORREIA
DOUGLAS J. LEARD
JOSEPH F. NOLAN

BOARD OF SELECTMEN
Monday, December 10, 2012
Wayland Town Building
Large Hearing Room

Proposed Agenda

Note: Items may not be discussed in the order listed or at the specific time estimated. Times are approximate. The meeting likely will be broadcast and videotaped for later broadcast by WayCAM.

- | | | |
|----------|------|--|
| 7:00 pm | 1.) | Open Meeting - Call to Order by Chair <ul style="list-style-type: none">• Announcements; Review Agenda for the Public• Swearing-in ceremony for New Police Officer |
| 7:10 pm | 2.) | Public Comment |
| 7:20 pm | 3.) | Approval of Renewal of Liquor Licenses and Common Victuallers Licenses Calendar Year 2013 |
| 7:30 pm | 4.) | Presentation of FY2014 Department Operating Budget Requests by Town Administrator; Review Budget Format, Public Safety Departments |
| 8:00 pm | 5.) | Presentation by Board of Assessors of Tax Classification Options; Selectmen to Vote on Classification and Exemption Options; Review of Tax Recapitulation Sheets and Supporting Documents |
| 8:30 pm | 6.) | Presentation of FY2014 Department Operating Budget Requests by Town Administrator (Continued); Unclassified Budgets and OPEB Appropriation |
| 9:10 pm | 7.) | Review Capital Improvement Program for FY2014 through FY2018; Discuss Town Administrator's Recommendation for FY2014 Capital Budget Funding Sources |
| 9:25 pm | 8.) | Review and Approve Consent Calendar (See Separate Sheet) |
| 9:30 pm | 9.) | Review Correspondence (See Separate Index Sheet) |
| 9:40 pm | 10.) | Report of the Town Administrator <ul style="list-style-type: none">• Review of Upcoming Agenda Topics and Meeting Schedule• Review of November 30, 2012 Expenditure Reports• Request from George Harris to Schedule Open Meeting Law Training Conducted by Special Legal Counsel |
| 9:55 pm | 11.) | Selectmen's Reports and Concerns <ul style="list-style-type: none">• Approve Request of School Committee Relative to Assignment of Phase 2 of Review of School Accounts to Audit Committee for Particular Assistance |
| 10:14 pm | 12.) | Topics Not Reasonably Anticipated by the Chair 48 Hours in Advance of the Meeting, If Any |
| 10:15 pm | 13.) | Adjourn |



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CONSENT CALENDAR

1. Vote the Question of Approving and Signing the Weekly Payroll and Expense Warrants
2. Vote the Vote the Question of Approving the Invoice for Town Counsel Mark J. Lanza, Month of November 2012: \$12,080.32
3. Vote the Question of Approving the Minutes of November 19, 2012



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**LIST OF PUBLIC DOCUMENTS PROVIDED
TO THE BOARD OF SELECTMEN FROM
NOVEMBER 30, 2012 THROUGH AND
INCLUDING DECEMBER 6, 2012,
OTHERWISE NOT LISTED AND INCLUDED
IN THE CORRESPONDENCE PACKET FOR
DECEMBER 10, 2012**

Items Distributed To the Board of Selectmen – November 30 – December 6, 2012

1. Email dated December 1, 2012 to media and Selectmen previewing the agenda for the Selectmen's meeting to be held on December 3, 2012.
2. Email dated December 5, 2012 to media and Selectmen announcing the posting of the tax recapitulation sheets and supporting schedules to be submitted to the state Department of Revenue in advance of public discussion at the December 10, 2012 meeting.

Items Distributed For Use by the Board of Selectmen at the December 3, 2012 Meeting

1. PowerPoint presentation dated December 3, 2012 prepared by The Segal Company relative to OPEB.

Items Included as Part of Agenda Packet for Discussion During the December 10, 2012 Board of Selectmen's Meeting

1. Memorandum dated December 5, 2012 with schedule of liquor and common victuallers license renewals.
2. FY2014 operating budget detail with Town Administrator's transmittal memorandum dated December 7, 2012; memorandum from departments and committees reviewing functions and services; memorandum dated October 30, 2012 with supporting material in support of additional police officer and memorandum dated November 30, 2012 in support of additional firefighter.
3. Board of Assessors tax classification informational presentation and recommendation; tax recapitulation sheets and supporting documents for FY2013 tax rate.
4. FY2014 through FY2018 capital improvement program; Town Administrator's FY2014 capital project budget recommendation as to funding sources.
5. Email dated December 1, 2012 from George Harris seeking Selectmen approval of Open Meeting Law training to be conducted by special town legal counsel.
6. FY2013 budget expenditure reports through November 30, 2012.
7. Email dated December 5, 2012 from School Committee chair Barb Fletcher requesting Selectmen assignment of phase 2 of the review of school accounts consultant selection process to Audit Committee.



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CORRESPONDENCE

Selectmen

1. Public Comment, New Restrictions for Mitchell Street and Traffic Issues West Plain Street
2. Letter of 11/16/12 from Sovereign Consulting Inc. to Julia Junghanns, Director of Public Health, and Frederic E. Turkington, Jr., Town Administrator, re: Availability of Phase V Remedy Operation Status and Remedial Monitoring Report, 78 Boston Post Road
3. Monthly Report, Fire Department, November 2012
4. Monthly Report, Police Department, November 2012

Zoning Board of Appeals

5. Public Hearing, December 18, 2012, 1 Wildwood Road

Minutes

6. Cable Advisory Committee, November 8, 2012
7. Energy Initiatives Advisory Committee, May 16, 2012, June 26, 2012, August 7, 2012
8. Personnel Board, October 15, 2012
9. WayCAM Board of Directors, October 17, 2012, November 16, 2012

State

10. Special Alert to the Massachusetts Municipal Association Board of Directors, 12/4/12, re: Governor Cites \$540 State Budget Shortfall in FY2013