



NAN BALMER
TOWN ADMINISTRATOR
TEL. (508) 358-7755
www.wayland.ma.us

TOWN OF WAYLAND

41 COCHITUATE ROAD
WAYLAND, MASSACHUSETTS 01778

BOARD OF SELECTMEN

MARY M. ANTES
ANTHONY V. BOSCHETTO
EDWARD J. COLLINS
CHERRY C. KARLSON
JOSEPH F. NOLAN

BOARD OF SELECTMEN
Monday, September 29, 2014
Wayland Town Building
Selectmen's Meeting 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.

- | | | |
|---------|------|---|
| 6:45 pm | 1.) | Call to Order by Chair <ul style="list-style-type: none">• Announcements; Review Agenda for the Public |
| 6:47 pm | 2.) | Enter into Executive Session pursuant to MGL Chapter 30A, Section 21a(3), to Discuss Collective Bargaining Strategy Pertaining to Contract Negotiations with the Library Union and the Teamsters |
| 7:00 pm | 3.) | Public Comment |
| 7:05 pm | 4.) | Review and Potential Approval of the Conservation Commission's Acceptance of a Gift of a Trail Easement from Brendon Properties River Trail LLC |
| 7:15 pm | 5.) | Discussion with Chris Cullen, Chair, Audit Committee, regarding Proposed Addition to the Audit Committee Charge |
| 7:30 pm | 6.) | Discussion with Finance Committee Chair Tom Greenaway and Finance Director Brian Keveny regarding Level of Free Cash |
| 7:45 pm | 7.) | Review and Discussion with Finance Director and Treasurer/Collector regarding Monthly Cash Reconciliation Discrepancies and Corrective Measures |
| 8:00 pm | 8.) | Status Update of Capital Budgets for Board under the Jurisdiction of the Board of Selectmen; No Vote Required |
| 8:20 pm | 9.) | Review and Potential Vote on the Traffic Mitigation Proposals from TEC Engineering and the Board of Public Works re: Commonwealth Road at East Plain Street and School Street |
| 8:40 pm | 10.) | Review Possible 2015 Annual Town Meeting Calendars and Potential Vote to Set Date of 2015 Annual Town Meeting |
| 8:55 pm | 11.) | Review and Approve Board of Selectmen Meeting Schedule |
| 9:00 pm | 12.) | Review and Potential Vote to Approve the Spending of Funds Allocated for the River's Edge Project as Voted at the 2012 Annual Town Meeting for a Proposed Water/Wastewater Study and for Wetlands/Buffer Zone Determination (ANRAD) |

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Proposed Agenda Page Two

- 9:20 pm 13.) Update on RFP for Special Counsel for River's Edge Project and Discussion on Evaluation and Recommendation of Bids to the Board of Selectmen
- 9:30 pm 14.) Review and Approve Consent Calendar (See Separate Sheet)
- 9:35 pm 15.) Review Correspondence (See Separate Index Sheet)
- 9:45 pm 16.) Report of the Town Administrator
- 9:55 pm 17.) Selectmen's Reports and Concerns
- 10:05 pm 18.) Topics Not Reasonably Anticipated by the Chair 48 Hours in Advance of the Meeting, If Any
- 10:10 pm 19.) Adjourn



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CONSENT CALENDAR

1. Vote the Question of Approving and Signing the Weekly Payroll and Expense Warrants
2. Vote the Question of Approving the Warrant for the 2014 State Election to be Held on November 4, 2014
3. Vote the Question of Approving the Invoice for Special Town Counsel Deutsch Williams Brooks DeRensis & Holland PC for Legal Services Rendered through August 31, 2014, Invoice 155, Account 5673-01M: \$521.09
4. Vote the Question of Approving a One Day Liquor License for Russell's Garden Center, 397 Boston Post Road, for the 40th Annual Fall Festival, Beer and Wine Tasting Only, from 11:00 a.m. to 3:00 p.m., on Saturday, October 18, 2014
5. Vote the Question of Approving Certificates of Appreciation for Eagle Scouts Andrew Michael Straube and Mark Gregory McGonagle, Jr.



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**REVISED LIST OF PUBLIC DOCUMENTS
PROVIDED TO THE BOARD OF SELECTMEN
FROM SEPTEMBER 11, 2014, THROUGH AND
INCLUDING SEPTEMBER 25, 2014,
OTHERWISE NOT LISTED AND INCLUDED
IN THE CORRESPONDENCE PACKET FOR
SEPTEMBER 29, 2014**

Items Distributed To the Board of Selectmen –September 11-25, 2014

1. Agenda and Consent Calendar for Board of Selectmen Meeting September 23, 2014

Items Distributed for Information and Use by the Board of Selectmen at the Meeting of September 15, 2014

1. Public Comments, Patricia Abramson, re: Free Cash
2. Letter of 9/15/14 from Mai-Lan and Hendrik Broekman re: Glezen Lane Traffic

Items Included as Part of Agenda Packet for Discussion During the September 29, 2014 Board of Selectmen's Meeting

1. Draft of Proposed Change to the Charge of the Audit Committee
2. Memorandum from Brian Keveny, Finance Director, to Board of Selectmen, re: Free Cash
3. Memorandum from Paul Keating, Treasurer/Collector, to Board of Selectmen, re: Cash Reconciliation
4. Memorandum from Nan Balmer, 9/26/14, to Board of Selectmen, re: CIP Requests from Departments Under the Jurisdiction of the Board of Selectmen
5. Memorandum from Police Chief Robert Irving to Board of Selectmen re: TEC Report regarding East Plain Street/School Street/Commonwealth Avenue
6. Draft Calendars for the 2015 Annual Town Meeting
7. Memorandum of 9/26/14 from Nan Balmer to Board of Selectmen re: River's Edge
8. Grant of Easement, Conservation Commission's Acceptance of a Gift from Brendon Properties River Trail LLC



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REVISED CORRESPONDENCE

Selectmen

1. Public Comment, Appreciation for Work of Highway Department on East Plain Street
2. Public Comment, Glezen Lane Traffic
3. Public Comment, Pinebrook Road Traffic
4. Public Comment, Commonwealth Road at East Plain Street and School Street
5. Emails of 9/8-10/14 between Mike Lowery and John Senchyshyn, Assistant Town Administrator, re: Banner Ads for Commercial Events
6. Memorandum of 9/15/14 from Ellen Brideau, Assessing Director, to Nan Balmer, Town Administrator, re: Ranking of Wayland Property Tax Bill
7. Report of the DPW Director, September 10, 2014

Conservation Commission

8. Determination of Applicability, 9/12/14, from Brian Monahan, Conservation Administrator, re: 221 Boston Post Road
9. Order of Conditions, 9/16/14, from Brian Monahan, Conservation Administrator, re: 7 Lincoln Road

Zoning Board of Appeals

10. Site Visit, October 7, 2014, 124 Lakeshore Drive
11. Continued Hearing, October 14, 2014, 11 Morse Road and 124 Lakeshore Drive

Minutes

12. Board of Library Trustees, July 23, 2014, August 20, 2014
13. Board of Public Works, August 13, 2014
14. Surface Water Quality Committee, September 5, 2014
15. Trust Fund Commission, September 15, 2014
16. WayCAM Board of Directors, July 17, 2014

Region

17. Invitation to BayPath Elder Services 37th Anniversary Annual Meeting, October 31, 2014, Marlborough MA
18. Letter of 9/17/14 from BayPath Elder Services re: Nominations for the Eighth Annual Frances Borger Klempner Community Service Award

State

19. Notice received 9/10/14 from ABCC re: Off-Premises Retail Licensees Sunday Opening Time Allowed at 10:00 a.m. and Notice to Package Stores
20. Letter of 9/11/14 from State Lottery Commission re: Application to Sell Keno to Go by Sperry's Fine Wine Beer and Cigars