



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, October 20, 2014 Wayland Town Building Selectmen's Meeting Room

### CONSENT CALENDAR

1. Vote the Question of Approving and Signing the Weekly Payroll and Expense Warrants
2. Vote the Question of Approving a One Day Liquor License for Russell's Garden Center, 397 Boston Post Road, for the Annual Ladies Night Out, Wine Tasting Only, from 4:00 p.m. to 8:00 p.m., on Wednesday, November 5, 2014
3. Vote the Question of Approving the Placement of Temporary Signs for the Wayland Children & Parents Association, Parent Enrichment Speaker Event, at the Weston border, the Intersection of Route 20 and Route 27, the Intersection of Old Connecticut Path and Route 27, and in Front of the Cochituate Fire Station, from October 31-November 6, 2014
4. Vote the Question of Approving the Placement of Temporary Signs for a Benefit Concert for Childcare Worldwide at the Trinitarian Congregational Church, at the Weston border, the Intersection of Route 20 and Route 27, the Intersection of Old Connecticut Path and Route 27, and in Front of the Cochituate Fire Station, from November 8-16, 2014
5. Vote the Question of Approving the Placement of a Temporary Sign for the Open House at the Veritas Christian Academy at Route 27/East Plain Street (Cochituate Fire Station), from November 2-9, 2014
6. Vote the Question of Approving for Release the Following Executive Session Minutes:
  - February 23 2013 (with redaction)
  - April 19 2013
  - June 13 2013 (with redaction)
  - June 24 2013 (with redaction)
  - October 7 2013
  - October 28 2013
  - November 18 2013 (with redaction)
  - January 13 2014



RECEIVED

OCT - 9 2014

Board of Selectmen  
Town of Wayland

October 7, 2014

Board of Selectmen  
Town of Wayland  
41 Cochituate Road  
Wayland, MA 01778

To Whom It May Concern:

Russell's Garden Center requests a temporary liquor license for  
Wednesday November 5, 2014 from 4-8 pm.

At that time we will be offering winetasting as part of our 8<sup>th</sup>  
annual Ladies' Night Out.

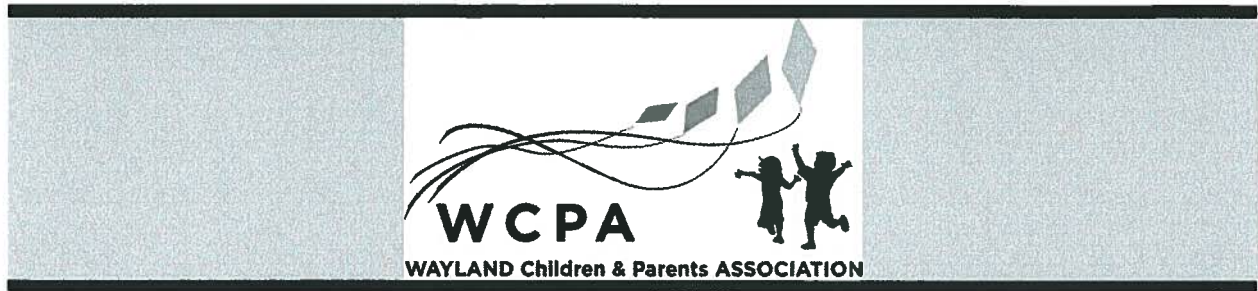
Thank you in advance for your consideration of our request.

Sincerely,

Marie Winter  
Russell's Garden Center  
mariew@russellsgardencenter.com  
508 358-2283 x 394

mariew@russellsgardencenter.com





October 10, 2014

Via Email ([mdinapoli@wayland.ma.us](mailto:mdinapoli@wayland.ma.us))

Ms. MaryAnn DiNapoli  
Town of Wayland  
41 Cochituate Road  
Wayland, MA 01778

**Re: Signboard Request**

Dear Ms. DiNapoli:

The Wayland Children and Parents Association is hosting a parent enrichment speaker event called, "Birth Order: How Your Place in the Family Affects Your View of the World" on November 6<sup>th</sup> and the Sandy Burr Country Club.

We are requesting permission to post our sandwich boards to promote this event starting October 31<sup>st</sup>, 2014 at the following locations:

- "Five Corners" of Rt. 126 and Rt 27
- Cochituate Fire Station
- Corner of 27 and Town Center
- Coach Grill

Thank you for your consideration and we look forward to hearing from the Selectmen regarding our request.

Sincerely,  
Laura Jacques & Danielle Meade  
WCPA External Marketing/Public Relations

## DiNapoli, MaryAnn

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**From:** Adam Kurihara <adamkurihara@gmail.com>  
**Sent:** Thursday, October 16, 2014 8:33 AM  
**To:** DiNapoli, MaryAnn  
**Subject:** Re: Sandwich board request for Oct 27-Nov16

Hi MaryAnn

Thanks for the quick reply. That would be great.

Adam Kurihara  
[adamkurihara@gmail.com](mailto:adamkurihara@gmail.com)  
[adamkurihara.wordpress.com](http://adamkurihara.wordpress.com)

On Oct 16, 2014, at 8:31 AM, DiNapoli, MaryAnn <[MDiNapoli@wayland.ma.us](mailto:MDiNapoli@wayland.ma.us)> wrote:

Good morning Adam. The Board allows signs to be posted for one week. Would you like me to request November 8-16, or would you prefer a different week? MaryAnn

---

**From:** Adam Kurihara [<mailto:adamkurihara@gmail.com>]  
**Sent:** Wednesday, October 15, 2014 2:45 PM  
**To:** DiNapoli, MaryAnn  
**Cc:** Amy Koch; Susan Foster; Lorraine Roche  
**Subject:** Sandwich board request for Oct 27-Nov16

Hi MaryAnn,

Our church (TCC Wayland) is holding a concert and dinner on November 16h and we would like to publicize again via 4 sandwich board signs in the appropriate places.

The signs would go up the week of 10/27 and come down after the concert/dinner on Nov 16.

The event is open to anyone and we are not charging admission, though a free-will offering will be taken to benefit Childcare Worldwide, a child sponsorship nonprofit.

Thank You,  
Adam

Adam Kurihara  
[adamkurihara@gmail.com](mailto:adamkurihara@gmail.com)  
[adamkurihara.wordpress.com](http://adamkurihara.wordpress.com)

## DiNapoli, MaryAnn

---

**From:** Linda King <bloking@msn.com>  
**Sent:** Saturday, October 11, 2014 9:00 AM  
**To:** DiNapoli, MaryAnn  
**Subject:** Temporary sign - Nov. 2-9

Hi Mary,

We are having an open house at Veritas Christian Academy on Nov. 9 and would like to request permission to put an A-frame sign at the fire station at Rt. 27/East Plain St. It would be there from Nov. 2-9.

Thanks,  
Linda King

Veritas Christian Academy  
6 Loker Street, Wayland  
508-653-1188  
[www.VeritasMA.org](http://www.VeritasMA.org)



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# TOWN OF WAYLAND

41 COCHITUATE ROAD  
WAYLAND, MASSACHUSETTS 01778

AFR  
10/6/2014

## BOARD OF SELECTMEN

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

## CONFIDENTIAL

### Board of Selectmen Executive Session Minutes February 25, 2013

**Attendance:** John Bladon, Edward Collins, Steven Correia, Douglas Leard, Joseph Nolan  
**Also Present:** Town Administrator Fred Turkington, Assistant Town Administrator John Senchyshyn, Police Chief Robert Irving, Personnel Board member Philip Schneider, and Executive Assistant MaryAnn DiNapoli

**Purpose:** The session was called at 7:26 p.m. in the Selectmen's Meeting Room, Wayland Town Building, by unanimous roll call vote (5-0) in open session as permitted by Massachusetts General Laws Chapter 30A, Section 21(a)(3) to discuss strategy and negotiations with respect to mid-term bargaining with the Wayland Police Association because an open meeting discussion would have a detrimental effect on the negotiating position of the town.

**Discussion:** J. Senchyshyn updated the Board regarding ongoing negotiations with the Wayland police union on the use of dashboard cameras in police cruisers. He said there are two issues: one is the decision to put the dashboard cameras in the cruisers, and the second is the impact on the officer's job. He said the police union has expressed concerns about privacy and accountability. The Board discussed the distinction between audio and video recording, the need for officers to advise citizens that they are being recorded, and the experience of the use of dash cams in other towns. S. Correia asked if there would be any savings in insurance; J. Senchyshyn said the Town's insurer indicated that insurance rates could go either way depending upon circumstances.

[REDACTED]

It was the consensus of the Board to support the negotiations to add dash cams to the police cruisers.

**Adjourn:** By motion of E. Collins, seconded by S. Correia, by roll call vote, it was unanimously voted to exit executive session at 8:06 p.m. YEA: J. Bladon, E. Collins, S. Correia, D. Leard, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.



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## CONFIDENTIAL

### Board of Selectmen and Personnel Board Joint Meeting Minutes Executive Session April 19, 2013

**Attendance:** Anthony V. Boschetto, Edward J. Collins, Steven J. Correia, Douglas J. Leard, Joseph F. Nolan  
**Also Present:** Town Administrator Fred Turkington, Personnel Board Members Nancy McCarthy, Maryanne Peabody, Phil Schneider, Nick Willard, Assistant Town Administrator/Human Resources Director John Senchyshyn, Public Building Director John Moynihan, Labor Counsel Elizabeth Valerio

**Purpose:** The session was called at 8:15 a.m. in the Selectmen's Meeting Room, Wayland Town Building, by unanimous roll call vote (5-0) of the Board of Selectmen in open session as permitted by Massachusetts General Laws Chapter 30A, Section 21(a)(3) for the purpose of collective bargaining strategy discussions with respect to pending Teamsters Local 170 and AFSCME Local 690 grievance hearings as a discussion in an open meeting may have a detrimental effect on the Board's position.

**Discussion:** J. Senchyshyn distributed copies of the grievances and the respective contract language. He also stated that several engineers had toured the building on Tuesday, April 16, at the request of J. Moynihan. An executive summary of the engineers' findings was distributed.

E. Valerio commented that the Teamster grievance referenced existing contract language to support the grievance. The AFSCME grievance was not based on specific language and may not be a legitimate grievance under the contract, and as such, may not be arbitrable. E. Valerio noted that employees were likely seeking a vehicle to be heard. She also stated that OSHA regulations do not apply; the Commonwealth has its own language which closely follows OSHA. Members discussed their tour of the DPW facility. J. Moynihan commented that there was a high probability that the facility could be closed if state officials inspected the building. E. Valerio offered several options ranging from trailers for administrative staff to renting garage space from neighboring towns. She also noted that closing the building could trigger several negative effects for the unions, such as contracting services or layoffs.

D. Leard asked if the grievance had been brought up previously by the unions. T. Boschetto inquired if the Town and unions had worked cooperatively to resolve the issues. S. Correia requested a list of all repairs completed over past several years.

T. Boschetto raised the value of discussing the issues with the unions in advance of the hearing. He also questioned why the process hadn't followed the contractual steps. J. Senchyshyn responded that it didn't appear within the DPW Director's ability to resolve a Step 1 grievance, nor was it within the Personnel Board's ability to resolve a Step 2 grievance. After consulting with N. McCarthy, the joint hearing with the two boards was recommended. Members from both boards discussed the merits of the open grievance

hearing as proposed. J. Nolan and S. Correia indicated that they did not have strong feelings for an open session or executive session hearing.

Members decided to propose to the unions that the unions make a joint presentation to the boards regarding their concerns of the DPW facility prior to a hearing. The hearing could be scheduled for the following week, but held as an executive session hearing rather than the proposed open hearing. J. Nolan reiterated the earlier request for a list of repairs to the facility. He also requested a short-term priority list of items for repair with accompanying cost estimates.

By motion of E. Collins, seconded by S. Correia, by roll call vote, it was unanimously voted to exit executive session at 9:25 a.m. YEA: J. Bladon, E. Collins, S. Correia, D. Leard, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.





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## CONFIDENTIAL

Board of Selectmen  
Meeting Minutes  
Executive Session  
June 13, 2013

**Attendance:** Tony V. Boschetto, Edward J. Collins, Steven J. Correia, Douglas J. Leard, Joseph F. Nolan  
**Also Present:** Town Administrator Fred Turkington, Assistant Town Administrator/Human Resources Director John Senchyshyn, Finance Committee Chair Tom Greenaway, School Committee Chair Barb Fletcher and members Ellen Grieco and Donna Bouchard, Executive Assistant MaryAnn DiNapoli

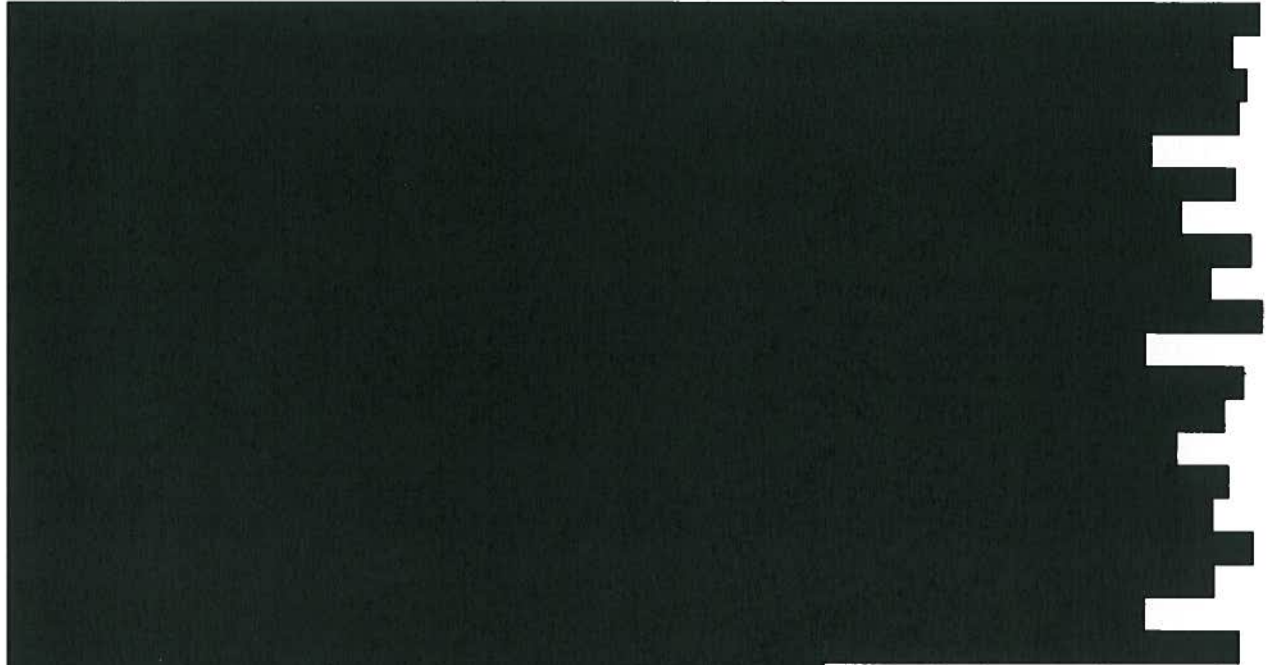
**Purpose:** The session was called at 7:40 a.m. in the Selectmen's Meeting Room, Wayland Town Building, by unanimous roll call vote (5-0) in open session as permitted by Massachusetts General Laws Chapter 30A, Section 21(a)(3) to discuss strategy with respect to collective bargaining negotiations with the Wayland Teachers Association; mid-term bargaining with the Wayland Police Association; and Twenty Wayland, LLCv. Town of Wayland and Wayland Wastewater Management District Commission as an open meeting may have a detrimental effect on the negotiating and litigating position of the Board.

**Discussion:** S. Correia began the discussion by noting that Board member T. Boschetto has a conflict of interest in that his wife works for the school department, and that as such, he should not be involved in the negotiations. T. Boschetto said he will not actively engage in the negotiations, and he will not vote, but he would like to observe and understand the process and discussion. J. Nolan asked if he had contacted the State Ethics Commission; T. Boschetto said no.



J. Nolan left at 8:00 a.m.

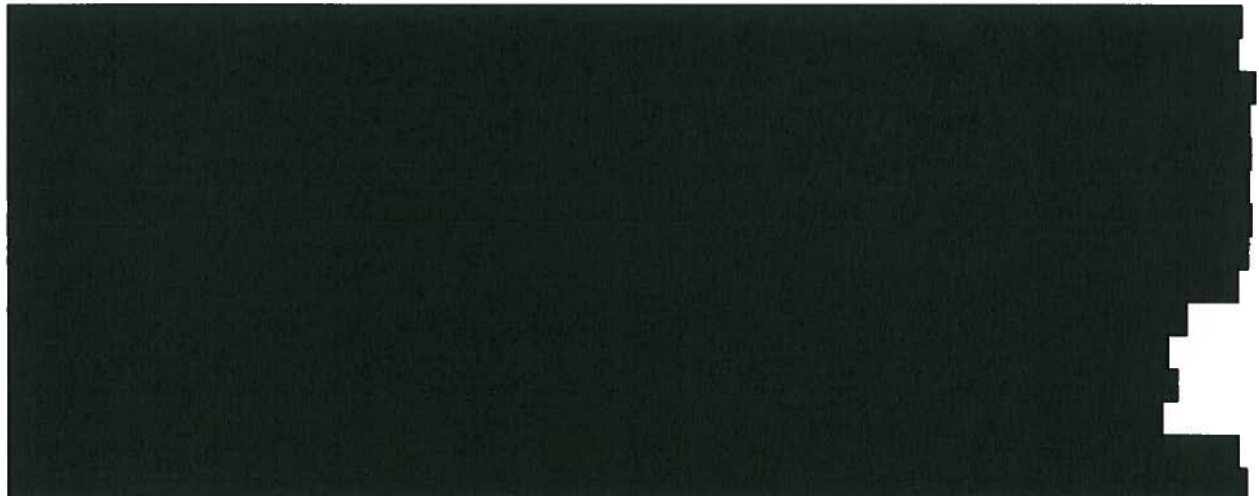




D. Bouchard expressed concern that J. Senchyshyn was not a resident of Wayland and therefore, under the Town Bylaws, not legally able to vote on the agreement as the Selectmen's representative if necessary; T. Boschetto asked that the matter be brought to Town Counsel for an opinion. E. Grieco said the vote will be on June 24, and she would like guidance from the Board. E. Collins asked for an opportunity to review the documents further.

The first executive session ended 8:47 p.m. Finance Committee Chair Tom Greenaway, School Committee Chair Barb Fletcher and members Ellen Grieco and Donna Bouchard left the meeting.

The second executive session, mid-term bargaining with the Wayland Police Association, was cancelled due to time restraints.





**Adjourn:** By motion of S. Corriea, seconded by E. Collins, by roll call vote, it was unanimously voted to exit executive session at 9:17 a.m. YEA: T. Boschetto, E. Collins, S. Correia, D. Leard. NAY: none. ABSENT: J. Nolan. ABSTAIN: none. Adopted 4-0.



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## CONFIDENTIAL

**Board of Selectmen  
Meeting Minutes  
Executive Session  
June 24, 2013**

**Attendance:** Edward J. Collins, Steven J. Correia, Douglas J. Leard, Joseph F. Nolan  
**Also Present:** Town Administrator Fred Turkington, Assistant Town Administrator/Human Resources Director John Senchyshyn

**Purpose:** The session was called at 6:30 p.m. in the Selectmen's Meeting Room, Wayland Town Building, by unanimous roll call vote (4-0) in open session as permitted by Massachusetts General Laws Chapter 30A, Section 21(a)(3) to discuss strategy and negotiations with respect to collective bargaining negotiations with the Wayland Teachers Association as discussion of these matters in an open meeting may have a detrimental effect on the bargaining or litigating position of the Town.

**Discussion:** D. Leard and J. Senchyshyn reviewed the proposed collective bargaining agreement with the Wayland Teacher's Association, noting that it was identical in terms to the status report provided at the June 13, 2013 meeting (non-substantive language changes only). F. Turkington reported on the legal opinion of Town Counsel Mark Lanza that J. Senchyshyn could vote as the Board's representative under the statute, since voter registration is not specified.

[REDACTED]

S. Correia moved, seconded by E. Collins, to authorize J. Senchyshyn to cast a vote on behalf of the Board supporting the proposed teacher's contract through FY2017. YEA: E. Collins, S. Correia, D. Leard, J. Nolan. NAY: none. ABSENT: T. Boschetto. ABSTAIN: none. Adopted 4-0.

**Adjourn:** By motion of J. Nolan, seconded by S. Correia, by roll call vote, it was unanimously voted to exit executive session at 6:53 p.m. YEA: E. Collins, S. Correia, D. Leard, J. Nolan. NAY: none. ABSENT: T. Boschetto. ABSTAIN: none. Adopted 4-0.





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## CONFIDENTIAL

**Board of Selectmen  
Meeting Minutes  
Executive Session  
October 7, 2013**

**Attendance:** Anthony V. Boschetto, Edward J. Collins, Steven J. Correia, Douglas J. Leard, Joseph F. Nolan  
**Also Present:** Acting Town Administrator John Senchyshyn and Executive Assistant MaryAnn DiNapoli

**Purpose:** The session was called at 8:34 p.m. in the Selectmen's Meeting Room, Wayland Town Building, by a roll call vote of 4-0-1 (YEA: T. Boschetto, E. Collins, S. Correia, D. Leard. NAY: none. ABSENT: none. ABSTAIN: J. Nolan.) as permitted by Massachusetts General Laws Chapter 30A, Section 21(a)(1) to discuss the two Open Meeting Law Complaints filed by Kimberly Reichelt against the Board of Selectmen on September 3, 2013, and September 18, 2013, and to review for release the executive session minutes of September 9, 2013, September 16, 2013, September 23, 2013, and October 2, 2013. The discussion of the matter of Twenty Wayland LLC v. Town of Wayland and Wayland Wastewater Management District Commission was cancelled.

**Discussion:** The Board discussed the proposed edit of S. Correia to the executive session minutes of September 23, 2013. S. Correia said the purpose of the edit was to capture the intent of the conversation and to clarify his remarks. D. Leard expressed concern about the amount of text being amended. He said edits are typically factual corrections, such as the correction of E. Collins to the executive session minutes of September 16, 2013. He expressed doubt that a member would distinctly remember 108 words of text and dialogue, and worried about setting a precedent for future minutes. S. Correia said he relied upon the notes of the recording secretary, M. DiNapoli, and only wanted to provide clarity. He said the minutes need to reflect that T. Boschetto said there was no proof of a longer discussion with D. Leard. J. Nolan said if the Board disagrees as to the content of minutes, it should make use of the secretary's original notes. J. Nolan moved, seconded by S. Correia, to avail themselves of the notes of the secretary of September 23, 2013, so they can be compared against the draft minutes. T. Boschetto said anyone could avail themselves of the original minutes. He also noted that S. Correia had already admitted to adding two statements that were not in the original notes of the secretary. YEA: S. Correia, J. Nolan. NAY: T. Boschetto, E. Collins, D. Leard. ABSENT: none. ABSTAIN: none. Motion fails, 2-3. E. Collins said it was clear to him at the September 23 meeting that T. Boschetto said he asked D. Leard to put an item on the agenda, and they had not discussed the content of the agenda item. S. Correia said it is important to him that the minutes reflect his assertion that the Board violated the Open Meeting Law. T. Boschetto said the context must be included. J. Nolan suggested that the Board allow T. Boschetto to edit and clarify his remarks in the October 2, 2013, minutes, and accept the edit of S. Correia to the September 23, 2013, minutes. T. Boschetto added to the minutes of October 2, 2013, after the discussion regarding the text message to Attorney General: "T. Boschetto said that the text message of D. Leard was clear: when D. Leard was asked by S. Correia, 'What is this about,' D. Leard's text message clearly stated, 'I do not know.'" The request to add the item to the agenda was by done via email.

J. Nolan moved, seconded by E. Collins, to approve for release the executive session minutes edits of September 9, 2013, September 16, 2013, September 30, 2013, with the edits of S. Correia to the executive session minutes of September 23, 2013, and the edits of T. Boschetto to the executive session minutes of October 2, 2013. YEA: T. Boschetto, E. Collins, S. Correia, D. Leard, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

By motion of E. Collins, seconded by S. Correia, by roll call vote, it was unanimously voted to exit executive session at 9:06 p.m. YEA: T. Boschetto, E. Collins, S. Correia, D. Leard, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.



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JOSEPH F. NOLAN

## CONFIDENTIAL

**Board of Selectmen  
Meeting Minutes  
Executive Session  
October 28, 2013**

**Attendance:** Anthony V. Boschetto, Edward J. Collins, Steven J. Correia, Douglas J. Leard, Joseph F. Nolan  
**Also Present:** Acting Town Administrator John Senchyshyn and Executive Assistant MaryAnn DiNapoli

**Purpose:** The session was called at 9:42 p.m. in the Selectmen's Meeting Room, Wayland Town Building, by a unanimous roll call vote of the Board as permitted by Massachusetts General Laws Chapter 30A, Section 21 (a) (1) to discuss and review the executive session minutes of October 7, 2013, related to an Open Meeting Law complaint. The discussion with the Police Union regarding the dashcam negotiations, and the discussion regarding successor bargaining with the Fire Union, was postponed until the November 6, 2013 meeting.

**Discussion:** S. Correia moved, seconded by J. Nolan, to accept the minutes of the executive session on October 7, 2013. J. Nolan said he recalled asking whether the conversation was via telephone or email, and was told it was via email. J. Nolan moved, seconded by S. Correia, to amend the minutes to include that the request to add the item to the agenda was by done via email. YEA: T. Boschetto, E. Collins, S. Correia, D. Leard, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

By motion of J. Nolan, seconded by E. Collins, by roll call vote, it was unanimously voted to exit executive session at 9:49 p.m. YEA: T. Boschetto, E. Collins, S. Correia, D. Leard, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.



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## CONFIDENTIAL

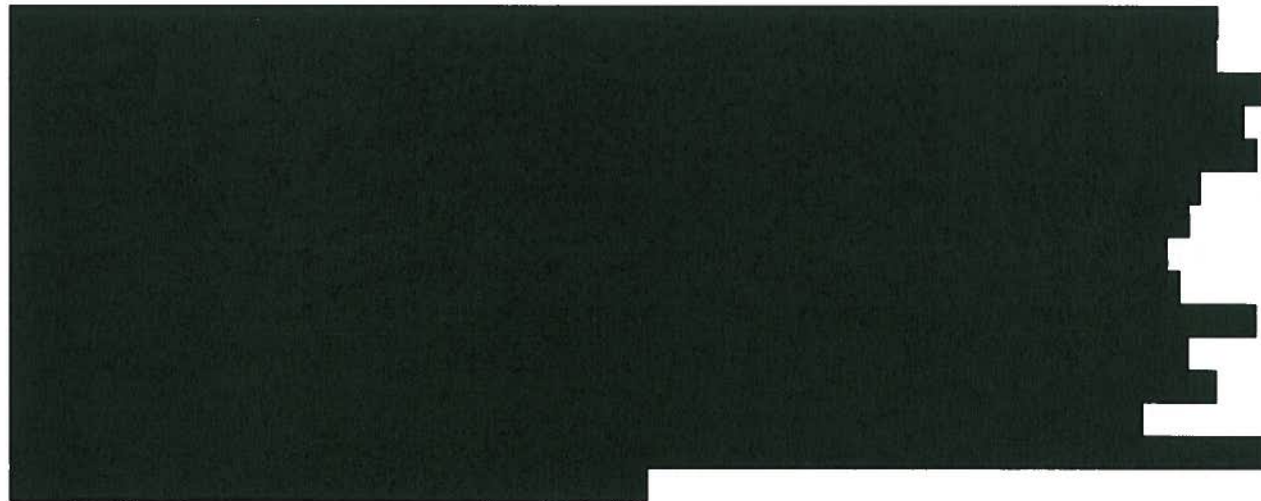
Board of Selectmen  
Meeting Minutes  
Executive Session  
November 18, 2013

**Attendance:** Anthony V. Boschetto, Edward J. Collins, Steven J. Correia, Joseph F. Nolan

**Also Present:** Acting Town Administrator John Senchyshyn, Executive Assistant MaryAnn DiNapoli, Assistant School Superintendent Brad Crozier, and School Committee members Donna Bouchard and Ellen Grieco (arrived 6:46 p.m.)

**Purpose:** The session was called at 6:35 p.m. in the Selectmen's Meeting Room, Wayland Town Building, by a unanimous roll call vote of the Board as permitted by Massachusetts General Laws Chapter 30A, Section 21 (a) (2) to discuss strategy with respect to negotiations with non-union personnel, and pursuant to Massachusetts General Laws Chapter 30A, Section 21 (a) (3) to discuss strategy with respect to collective bargaining with the Wayland School Unions, WTA (Wayland Teachers Association), WESA (Wayland Educational Secretaries Association), and Custodians.

**Discussion:** J. Senchyshyn updated the Board on negotiations to hire Robert Mercier as Interim Town Administrator. He said R. Mercier had agreed to \$100 per hour with a cap of \$2,000 per week. He said the rate is comparable to the hourly rate of the previous Town Administrator if you consider the inclusion of healthcare and benefits. J. Senchyshyn said his stipend would be reduced to two days per week. E. Collins moved, seconded by J. Nolan, to finalize the negotiations with Robert Mercier to act as the Interim Town Administrator. YEA: T. Boschetto, E. Collins, S. Correia, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 4-0.



By motion of J. Nolan, seconded by S. Correia, by roll call vote, it was unanimously voted to exit executive session at 7:02 p.m. YEA: T. Boschetto, E. Collins, S. Correia, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 4-0.



AFR  
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ROBERT MERCIER  
INTERIM TOWN ADMINISTRATOR  
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## CONFIDENTIAL

**Board of Selectmen  
Meeting Minutes  
Executive Session  
January 13, 2014**

**Attendance:** Anthony V. Boschetto, Edward J. Collins, Steven J. Correia, Joseph F. Nolan

**Also Present:** Interim Town Administrator Robert Mercier, Acting Town Administrator John Senchyshyn, Executive Assistant MaryAnn DiNapoli

**Purpose:** The session was called at 6:51 p.m. in the Selectmen's Meeting Room, Wayland Town Building, by a unanimous roll call vote of the Board as permitted by Massachusetts General Laws Chapter 30A, Section 21 (a) (3) to discuss strategy with respect to collective bargaining with the Wayland School Union (WESA).

**Discussion:** J. Senchyshyn advised the Board that the WESA School Union had settled for the same dollar value as the Teachers Union. He asked for the Board's approval to vote with the School Committee in favor of the settlement. The Board discussed comparative settlements in other town. J. Nolan moved, seconded by E. Collins, to authorize John Senchyshyn to vote approval of the WESA School Union settlement. YEA: E. Collins, S. Correia, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: T. Boschetto. Adopted 3-0-1.

By motion of J. Nolan, seconded by E. Collins, by roll call vote, it was unanimously voted to exit executive session at 6:55 p.m. YEA: T. Boschetto, E. Collins, S. Correia, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 4-0.



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41 COCHITUATE ROAD  
WAYLAND, MASSACHUSETTS 01778

## BOARD OF SELECTMEN

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

**REVISED LIST OF PUBLIC DOCUMENTS  
PROVIDED TO THE BOARD OF SELECTMEN  
FROM OCTOBER 3, 2014, THROUGH AND  
INCLUDING OCTOBER 16, 2014,  
OTHERWISE NOT LISTED AND INCLUDED  
IN THE CORRESPONDENCE PACKET FOR  
OCTOBER 20, 2014**

### **Items Distributed To the Board of Selectmen – October 3-16, 2014**

1. Email of 10/6/14 from Bruce and Barbara Schwoegler re: Support Option B for Spring Town Meeting
2. Email of 10/4/14 from Mike Lowery to Various Town Departments re: Placement of Temporary Signs for "Pam's Run" on Wayland Roads

### **Items Distributed for Information and Use by the Board of Selectmen at the Meeting of October 6, 2014**

1. Public Comment, Patricia Abramson, re: Free Cash
2. Public Comment, Martha Harris, Sidewalk from Wayland Depot to Wayland Commons
3. Email of 10/3/14 from John Moynihan, Public Buildings Director, re: ESCO Town Building, and Energy Savings a Capital Program, Improvements by Building
4. Bookmark from Board of Health, Prevent Tick-Borne Diseases

### **Items Included as Part of Agenda Packet for Discussion During the October 20, 2014 Board of Selectmen's Meeting**

1. Memorandum of 10/20/14 from Nan Balmer, Town Administrator, to Board of Selectmen re: Change in Traffic Pattern: School Street/Route 30/West Plain Street, Traffic Engineers Review, Press Release from Wayland Website
2. Memorandum of 10/14/14 from Board of Assessors to Board of Selectmen re: Board Action Requested for FY 15 Tax Bill Increase
3. Memorandum of 10/20/14 from Nan Balmer, Town Administrator, to Board of Selectmen, re: Committee Appointments
4. Résumés of Applicants to the Economic Development Committee
5. Résumés of Applicants to the Council on Aging/Community Center Advisory Committee, and Designees of Boards and Committees
6. Email of 10/3/14 from Doug Goddard, Permanent Municipal Building Committee, re: Appointee to the Council on Aging/Community Center Advisory Committee
7. Résumés of Applicants to become Alternate Members of the Energy Initiatives Advisory Committee
8. Memorandum of 10/20/14 from Nan Balmer, Town Administrator, to Board of Selectmen, re: Liquor License Amendments and Amended On-Premises Forms 43 to Allow Opening on Sundays at 10:00 a.m.
9. Town Administrator's Report for the Week Ending October 17, 2014





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

# TOWN OF WAYLAND

41 COCHITUATE ROAD  
WAYLAND, MASSACHUSETTS 01778

**BOARD OF SELECTMEN**  
**Monday, October 20, 2014**  
**Wayland Town Building**  
**Selectmen's Meeting Room**

## BOARD OF SELECTMEN

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

## REVISED CORRESPONDENCE

### Selectmen

1. Public Comment, Free Cash
2. Public Comment, Sidewalk from Wayland Depot to Wayland Commons
3. Public Comment, Intersection of Route 30/School Street/East Plain Street
4. Public Comment, 2015 Annual Town Meeting Date
5. Public Comment, Traffic and Lighting Issues, Waltham Road
6. Public Comment, Holiday Lights
7. Letter of 10/1/14 from JoAnne O'Leary, Community Relations, NSTAR, re: NSTAR Station Transformer Transport and Delivery
8. Letter received 10/3/14 from Linda Segal, Correspondence of 3/30/14 re: Response to Comments on New England Sand and Gravel Site, Framingham
9. Letter of 10/3/14 from Harrison Ray Rovner to All Wayland Veterans, re: Apology for Damage to the World War II Memorial
10. Email of 10/4/14 from Mike Lowery to Various Town Departments re: Placement of Temporary Signs for "Pam's Run" on Wayland Roads
11. Letter of 10/6/14 from Richard P. Turner, Chair, Public Ceremonies Committee, to Board of Selectmen, re: Invitation to Veterans Day Ceremony on November 11, 2014
12. Email of 10/6/14 from Stephen Kadlik, DPW Director, re: Report on the Water Main Break
13. Memoranda of 10/8/14 and 10/15/2014 from Board of Assessors to Board of Selectmen, Housing Authority, and Housing Partnership, re: Rented 40B Properties
14. DPW Director's Report, October 2, 2014
15. Monthly Report, Fire Department, September 2014
16. Monthly Report, Police Department, September 2014

### Conservation Commission

17. Chapter 194 Resource Area Determination, 10/8/14, from Brian J. Monahan, Conservation Administrator, re: 8 Hill Street

### Minutes

18. Finance Committee, September 2, 2014
19. Historic District Commission, August 21, 2014
20. Board of Library Trustees, September 15, 2014
21. Long Range Planning Working Group for Town Owned Parcels, September 11, 2014, September 18, 2014
22. Municipal Affordable Housing Trust Fund Board, September 10, 2014
23. Board of Public Works, September 23, 2014, October 8, 2014

### Region

24. Memorandum of 10/9/14 from Metropolitan Area Planning Council re: Municipal Elections to the Boston Region Metropolitan Planning Organization
25. Invitation to SMOC (South Middlesex Opportunity Council) Open House, Framingham, October 21, 2014
26. Invitation to the Massachusetts Municipal Association Fall Conference, October 25, 2014

Patricia Abramson  
5 Goodman Lane  
Wayland, MA 01778

**Public Comment at the Board of Selectmen's Meeting 10/06/14 Regarding Free Cash**

Your packet tonight includes correspondence from the Assessors Office, indicating that the average property tax bill is expected to increase by 8.3%, with the average FY14 bill of \$10,974 increasing to \$11,885 for FY15 - for an average increase of \$911.

As pointed out at previous meetings, Free Cash stands at \$6.3 million dollars and represents 8.8% of the FY15 operating budget...and that does not include \$1.5 million in cash reserves in the Stabilization Fund.

I believe there is sufficient surplus Free Cash to reduce the \$911 increase in the average property tax bill significantly - possibly by 50% or even more. This could be accomplished by applying the necessary amount of Free Cash to the FY15 budget before the Tax Recap has to be filed on December 1, 2014.

Time is of the essence if we are to hold a Special Town Meeting before Thanksgiving to give taxpayers the opportunity to decide whether to provide tax relief this year and, if so, to what extent. I urge you to vote tonight to hold a Special Town Meeting this fall.



Bos: 10/6/14 Handout

**DiNapoli, MaryAnn**

---

**From:** Balmer, Nan  
**Sent:** Monday, October 06, 2014 11:35 AM  
**To:** DiNapoli, MaryAnn  
**Subject:** FW: Sidewalk from Wayland Depot to Wayland Commons - Message is from an unknown sender

Mary Ann

This is a handout - additional correspondence for tonight Thanks Nan

>  
> -----Original Message-----  
> From: MARTHA J HARRIS [mailto:martha@espy.com]  
> Sent: Sunday, June 22, 2014 8:41 PM  
> To: Selectmen; wayland.boardpw@gmail.com; Sarkisian, Sarkis  
> Subject: Sidewalk from Wayland Depot to Wayland Commons - Message is  
> from an unknown sender  
>  
> To: Selectmen, Public Works and Planning Department,  
>  
> I am writing to urge all responsible parties to install the sidewalk from the Wayland Depot to Wayland Commons as soon as possible. This sidewalk was promised to Old Sudbury Road residents during the approval process for Wayland Commons, and the Town received the funds for this project from the developer long ago. There have been several reasons to delay the sidewalk over the years since it was promised, the last of which was the need to repair the culvert under Old Sudbury Road. This repair was completed last fall. It is my understanding that all necessary approvals have been granted.  
>  
> The residents of Old Sudbury Road have endured the construction of Wayland Commons and the Town Center, the installation of traffic lights and the widening of the road. Frankly, we have waited far too long for the Town to prioritize this project. Now that school is out, and traffic is lighter, it is time to complete the sidewalk and make it safe to walk on Old Sudbury Road.  
>  
> Sincerely,  
> --Martha Harris  
> 19 Old Sudbury Road

R

RECEIVED

OCT - 9 2014

Board of Selectmen  
Town of Wayland

***The Villa Restaurant***  
***124 East Plain St. (Rt. 30)***  
***Wayland, MA. 01778***  
***508-653-8570 [thevillarest@verizon.net](mailto:thevillarest@verizon.net)***  
***[www.villarestaurantwayland.com](http://www.villarestaurantwayland.com)***

***October 8, 2014***

***Board of Selectman***  
***Wayland, MA. 01778***

***Board Members,***

***I am writing to you regarding the proposed changes to the intersection at Route 30 and East Plain Street, particularly your decision to elect Option 1 as a possible solution to your problem.***

***At an earlier meeting of your Public Works Board I explained that the town had tried this exact same traffic pattern change in the 1980's. The change was a failure and was abandoned. At the same time, it created an extremely dangerous situation for the customers of The Villa and Mel's Plaza. Drivers cut through both parking lots trying to avoid the gridlock caused by the changed traffic pattern. Many times at excessive speeds and often driving angrily due to their frustration with the traffic. On one occasion there was an accident that resulted in bodily injury.***

***I realize that this intersection needs to be improved. I made suggestions that were simple and inexpensive to Don Ouellette, your former head of Public Works. I believe Option 1 may create another dangerous situation by changing traffic patterns that encourages drivers to cut through private property. Especially, when the proposed plan has already been shown in the past to be a failure.***

***Before the board accepts Option 1, I urge you to consider the property owners abutting this intersection, the potential danger to their customers, employees, delivery people, as well as neighbors walking through the parking lots.***



***Richard Schnetke***  
***The Villa Restaurant***

## DiNapoli, MaryAnn

---

**From:** Larry Scult <scult@comcast.net>  
**Sent:** Monday, October 06, 2014 10:12 AM  
**To:** DiNapoli, MaryAnn  
**Subject:** Roads, Bridges & Infrastructure/DPW Permits - Message is from an unknown sender  
**Attachments:** Attach0.html

Request From: Larry Scult  
Email: [scult@comcast.net](mailto:scult@comcast.net)  
Source IP: 71.162.104.50

Address: 18 Caulfield Road  
City: Wayland  
State:  
Zip:  
Phone:  
Organization:

As part of the temporary traffic control plan at East Plain Street, I suggest you consider limiting the curb cut from the Villa on to School Street. Cars turning from East Plain on to School frequently face unexpected cars exiting the Villa on to School too close to the intersection. Thank you.

## DiNapoli, MaryAnn

---

**From:** Bruce Schwoegler <bschwoegler@comcast.net>  
**Sent:** Monday, October 06, 2014 11:50 AM  
**To:** Balmer, Nan; Selectmen  
**Cc:** Nolan, Joseph F.; Karlson, Cherry; Antes, Mary; Boschetto, Anthony V.; Collins, Edward J.  
**Subject:** Suggest Option B for spring town meeting

We suggest that Wayland Town Meeting issues be appraised and voted upon during Option B dates. There is no doubt that a greater number of voters would engage in town affairs during a later time frame as opposed to the earlier April date. For instance, senior citizens who winter elsewhere pay taxes and vote in Fall elections yet they are unable to attend Town Meeting because it's scheduled too early.

Thank you.

Bruce & Barbara Schwoegler

99 Lake Road Terrace  
Wayland, MA 01778



123 Lincoln Road  
Wayland, MA 01778  
781-756-0044  
October 9, 2014

R

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OCT 14 2014

Board of Selectmen  
Town of Wayland

Ms. Nan Balmer, Administrator  
Town of Wayland  
41 Cochituate Road  
Wayland, MA 01778

Dear Ms. Balmer:

I am sending you a check for the real estate taxes which is due November 3, 2014 on my home at 123 Lincoln Road, Wayland.

I wish to inform you that I have been asking for nearly three (3) months that the light at the corner of Lincoln Road and Waltham Road where I live be replaced. This has been out for at least 3-3 1/2 months.

I have called a number of times and they state that they will report it. Could you please make arrangements for this light to be repaired.

I also wish to point out that on Waltham Road leading to the highway, Rte 126, is full of ruts, and coupled with the lack of lighting this is a very dangerous situation. These ruts should be filled in with a little tar.

I would appreciate if the Town could do something to correct these issues.

Very truly yours,

  
JOHN A. ZIZZA

JAZ:lf  
Enclosures

5





To: Mr. Halpin, Framingham Town Manager  
Ms. Balmer, Wayland Town Administrator  
Ms. Valente, Sudbury Town Manager

From: JoAnne O'Leary  
Community Relations

Date: October 1, 2014

Subject: NSTAR Station Transformer Transport and Delivery

Contractor Mammoet's Project Summary, General Route and General Schedule

\* Note date change to: Mon 10/13 9PM  
beginning in Framingham.

**RECEIVED**

**OCT -2 2014**

Board of Selectmen  
Town of Wayland

7



Office **Mammoet Canada Eastern Ltd.**  
127 Earl Thompson Place  
Ayr, Ontario  
N0B 1E0  
Canada

Phone +1 519 740 0550  
Fax +1 519 740 3531  
Website [www.mammoet.com](http://www.mammoet.com)

Hico Transformer  
Framingham MA  
Traffic Plan Rev: 1  
Sept 22, 2014

### Project

Mammoet USA North has been awarded the contract to transport a 341 937 lbs Transformer from a rail siding at the end of Pearl Street in Framingham MA to the N-Star Substation located **at 163 Boston Post Road In Sudbury MA**. This transport arrangement consists of a 13'6"wide self-propelled modular trailer consisting of 12 axles and 96 wheels all in which steer. This transport arrangement will be 108'long x 13'6"wide x 16'9"high but can be reduced in height to 16'1".

### General Route

1. Leave Pearl Street
2. Right hand turn onto Union Ave.
3. Switchback on Round about and continue onto Concord Street (126)
4. Veer right onto Old Connecticut Path
5. Left Turn onto Sealtest Drive **(Install Dollies for Bridge Crossing)**
6. **Park for night**
7. **2<sup>nd</sup> leg**
8. Head north on Old Connecticut Path, cross route 90 bridge.
9. Proceed to Reardon Park, **Remove Dollies**
10. Continue North On Old Connecticut Path
11. Veer Left onto Hwy 126.
12. Left turn onto Boston Post Road
13. Left hand turn into N-star Substation

### General Schedule

We would like to leave Pearl Street Rail siding at **9:00 am on Nov 3, 2014**. The full move will take Mammoet 2 days to complete.

Banking

Condition *Our Terms and Conditions apply to all our offers and agreements and any commitments rising therefrom. We expressly deny the applicability of any other terms and conditions.*



### **General Traffic Plan**

The Heavy-Haul Vehicle can be considered a "moving road block" and it will be necessary to detour traffic as frequently as possible! We will do this by letting traffic pass every 30 min, or as needed or allowed. We will shut down roads around the load and in the area of the transport arrangement. This will be done with the help of State and Local Police from all jurisdictions as well as Mammoet's own escort vehicles.

### **Convoy**

Our Convoy will include numerous vehicles from utility companies for lifting wires, police and escort vehicles for diverting traffic and shutting down major intersections and roads.

#### **Convoy will Consist:**

1. Town Police
2. State Police
3. Utility Trucks
4. Mammoet Escort
5. Mammoet Heavy-Haul Arrangement
6. Mammoet Escort
7. Utility Trucks
8. State Police
9. Town Police

### **Town of Framingham**

#### **Pearl Street**

- Distance of 413 yards
- Two Lane undivided Street.
- Right hand turn onto Union Street

#### **Union Street**

- Distance of 234 yards.
- Two Lane undivided Street.
- Proceed through Roundabout to Concord Street





#### **Concord Street**

- Distance of 2 miles
- 2 Lane undivided Road
- Veer Left onto Old Connecticut Path

#### **Old Connecticut Path**

- Distance of 638 yards
- 2 Lane undivided Road
- **Left turn onto Sealtest Drive (install dollies, park for night)**

#### **Old Connecticut Path**

- **Distance of 281 yard to get to Hwy 90 Bridge**
- **Special crossing with dollies 32'7" wide**
- **2 Lane undivided Hwy**
- **Pull into Reardon Park to remove dollies**
- **Head north on Old Connecticut Path for 3 miles**
- **Veer left onto hwy 126**

#### **Town of Sudbury**

##### **Hwy 126**

- Distance of 1 mile
- 2 Lane undivided Road
- Left Turn Boston Post Road

##### **Boston Post Road**

- **Distance of 2 miles**
- 2 Lane undivided Street
- Left hand turn into Substation

#### **Detailed Hwy 90 Crossover**

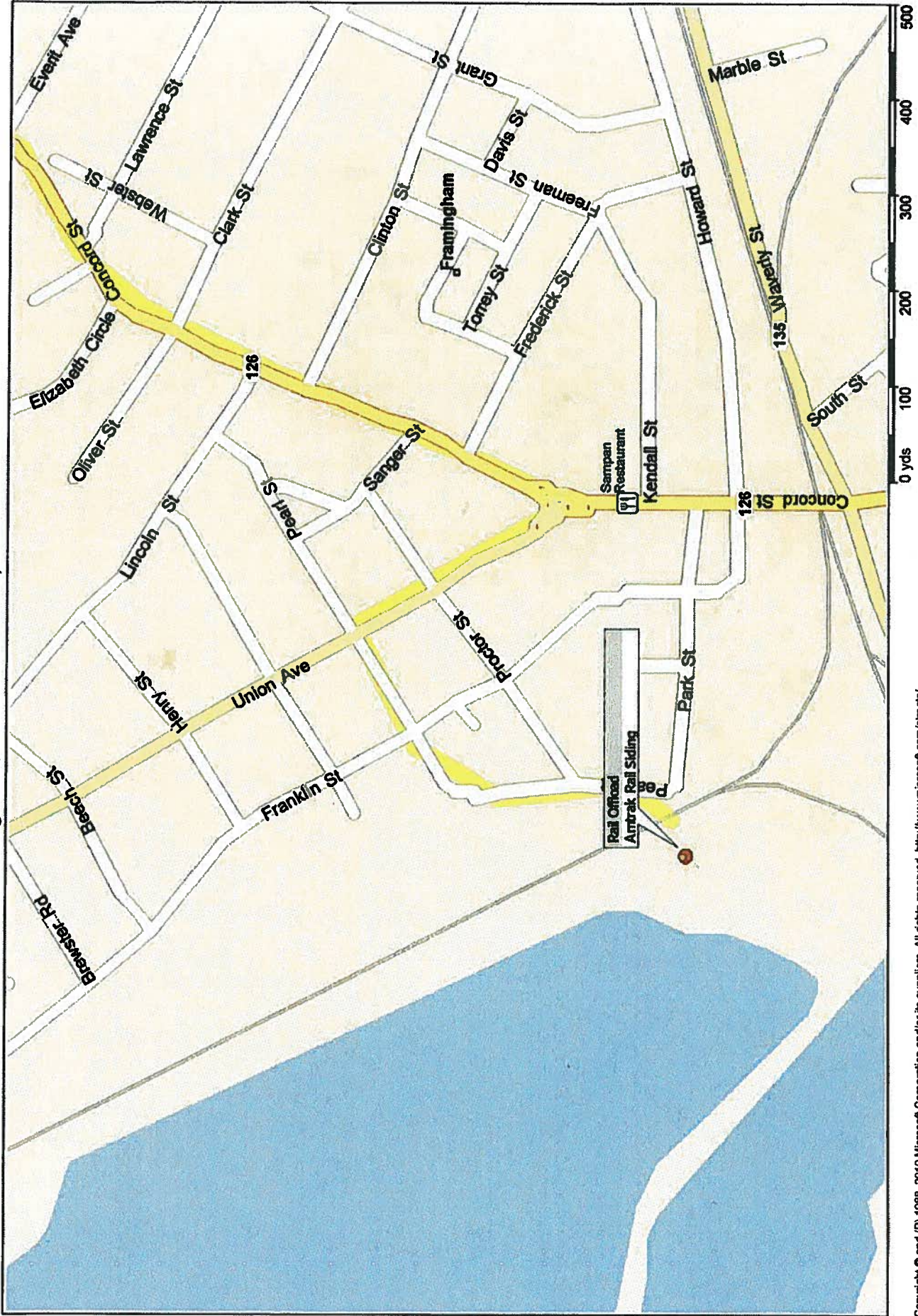
**This will be done by using an additional State Police officer, Two blocking the southbound traffic until the moving road block clears the bridge pulls into Reardon Park. This is where we will remove the dollies and continue our transport to the N-star sub-station.**



**Emergency Contact List**

Ma State Police	Trooper Robichaud	508-923-4061
Framingham MA Police Dept	Ltn Downing	774-275-8107
Mammoet Supervisor	John Ham	519-277-0177
Mammoet Permit Co-Ordinator	Ryan Mitchell	519-240-4764
Sudbury MA Police Department	Ltn Grady	978-443-1042
Wayland Police Department	Ltn Swanick	508-358-1715

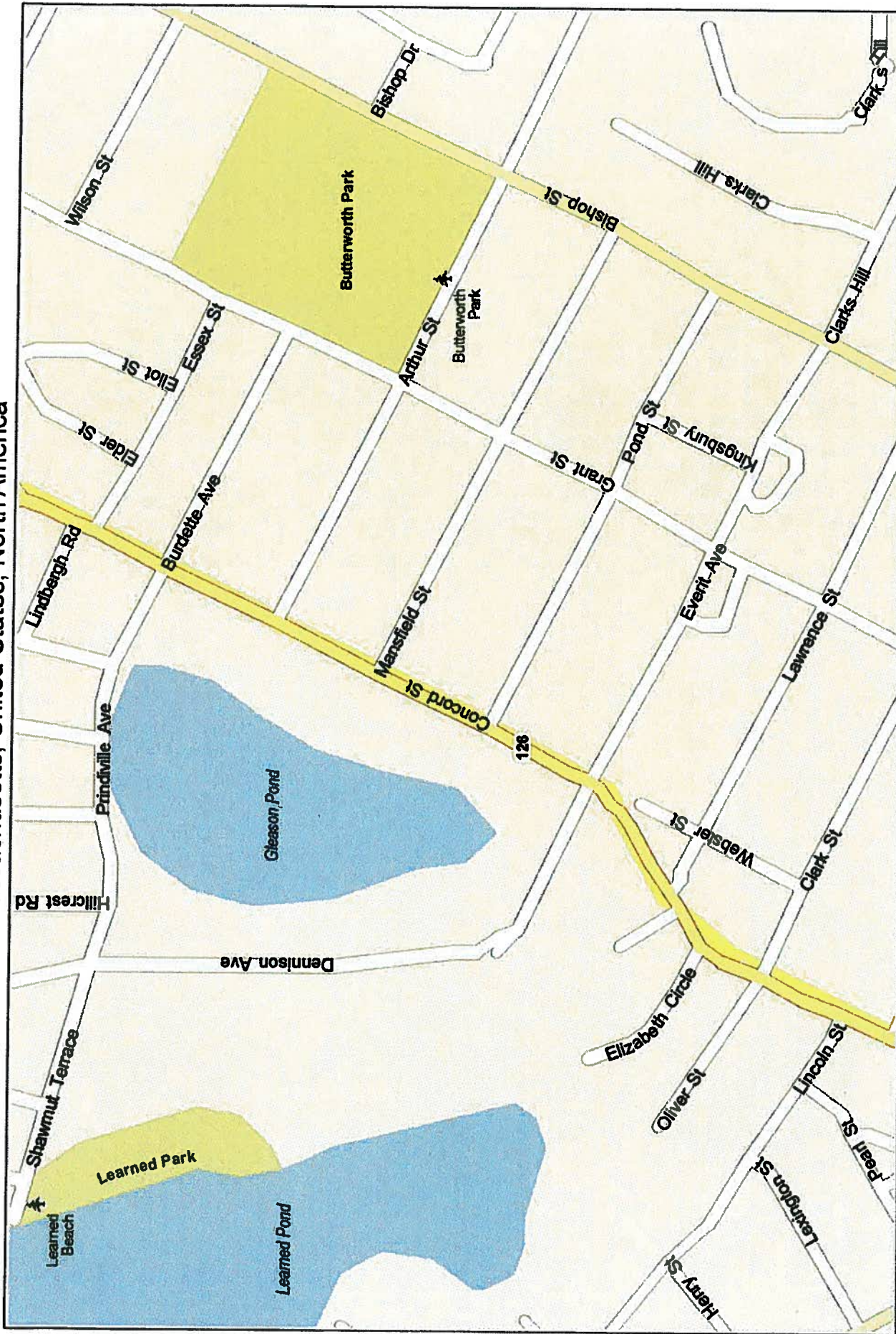
# Framingham, Massachusetts, United States



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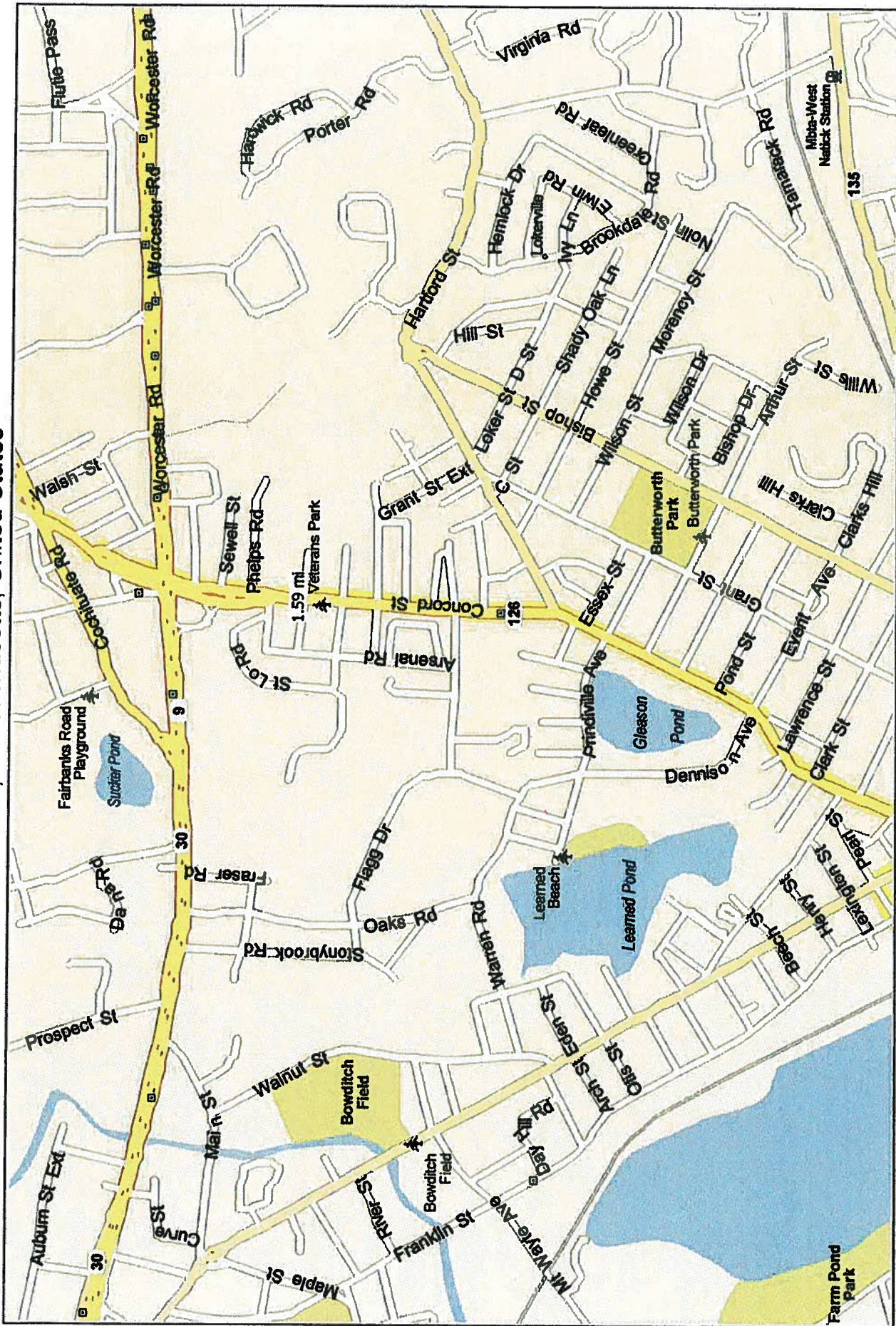
# Massachusetts, United States, North America



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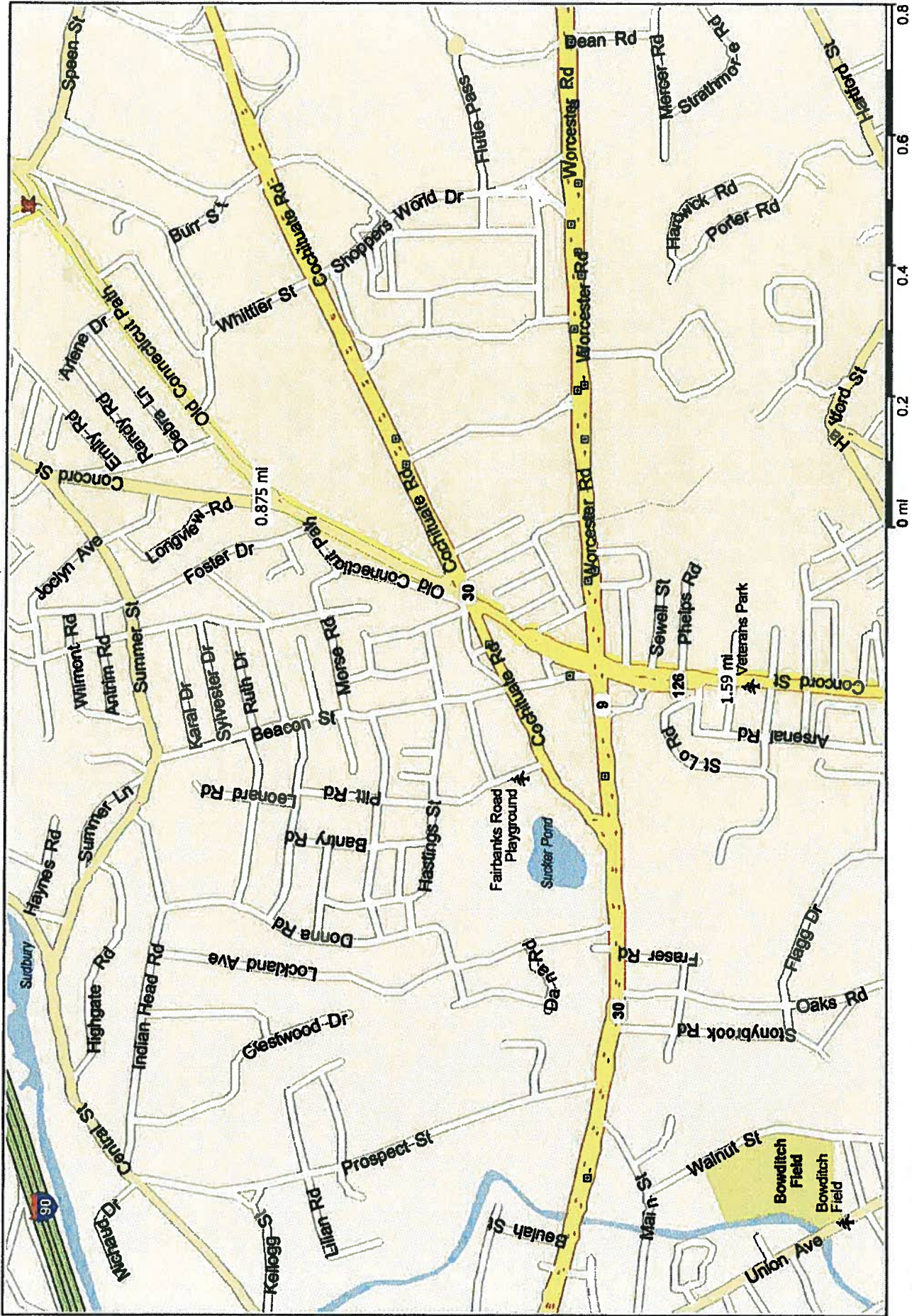
# Lokerville, Massachusetts, United States



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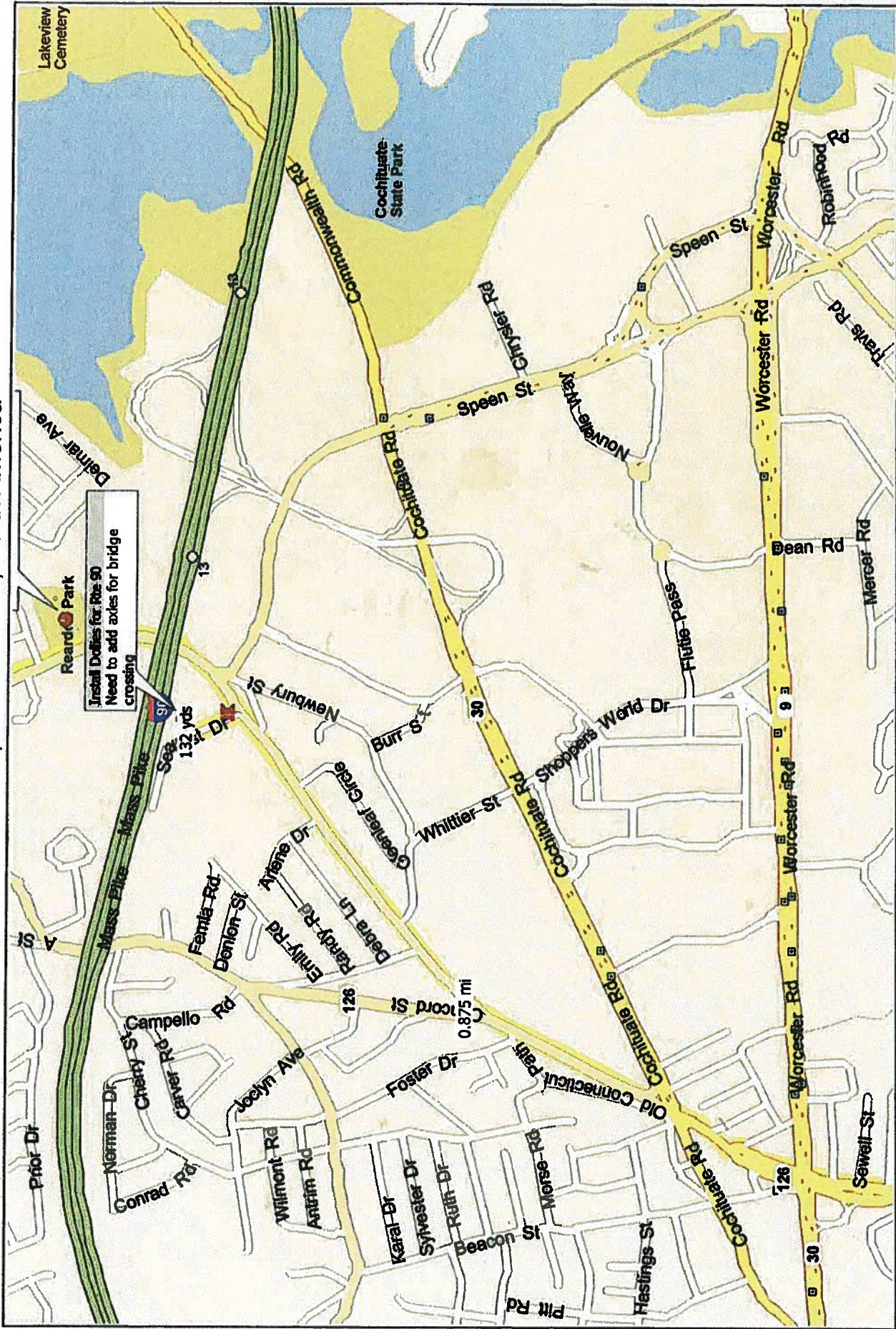
# Massachusetts, United States, North America



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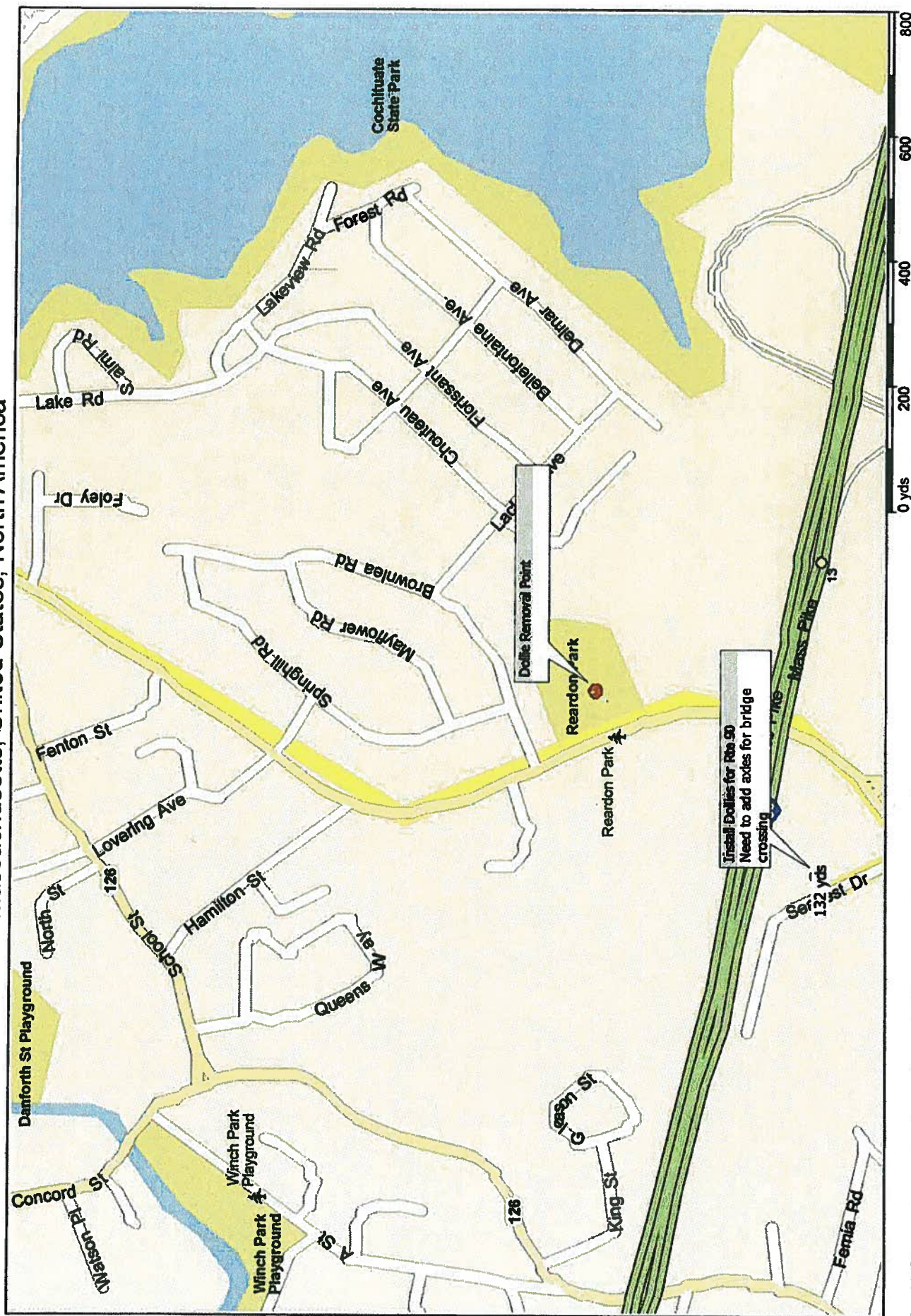
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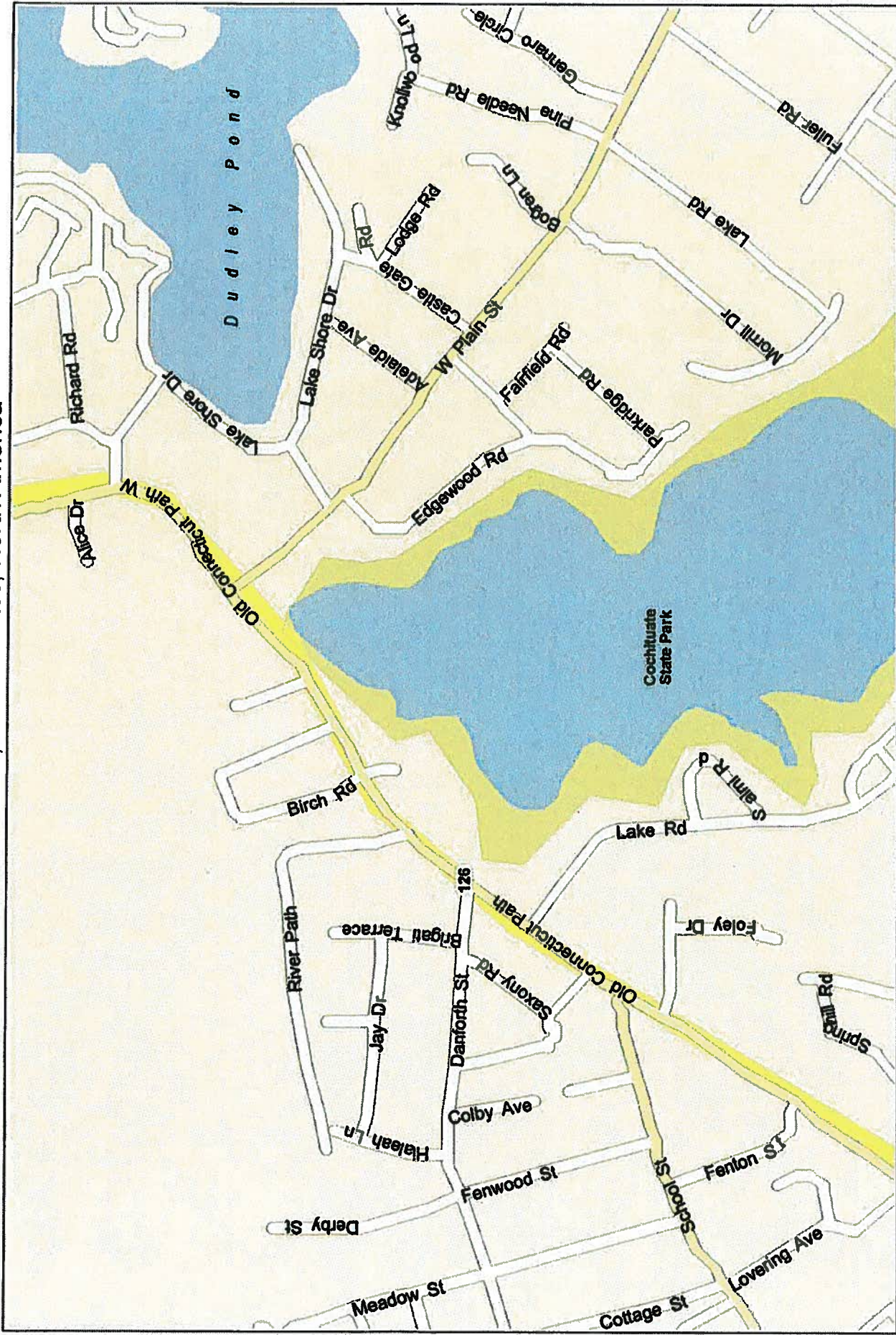


# Massachusetts, United States, North America





# Massachusetts, United States, North America



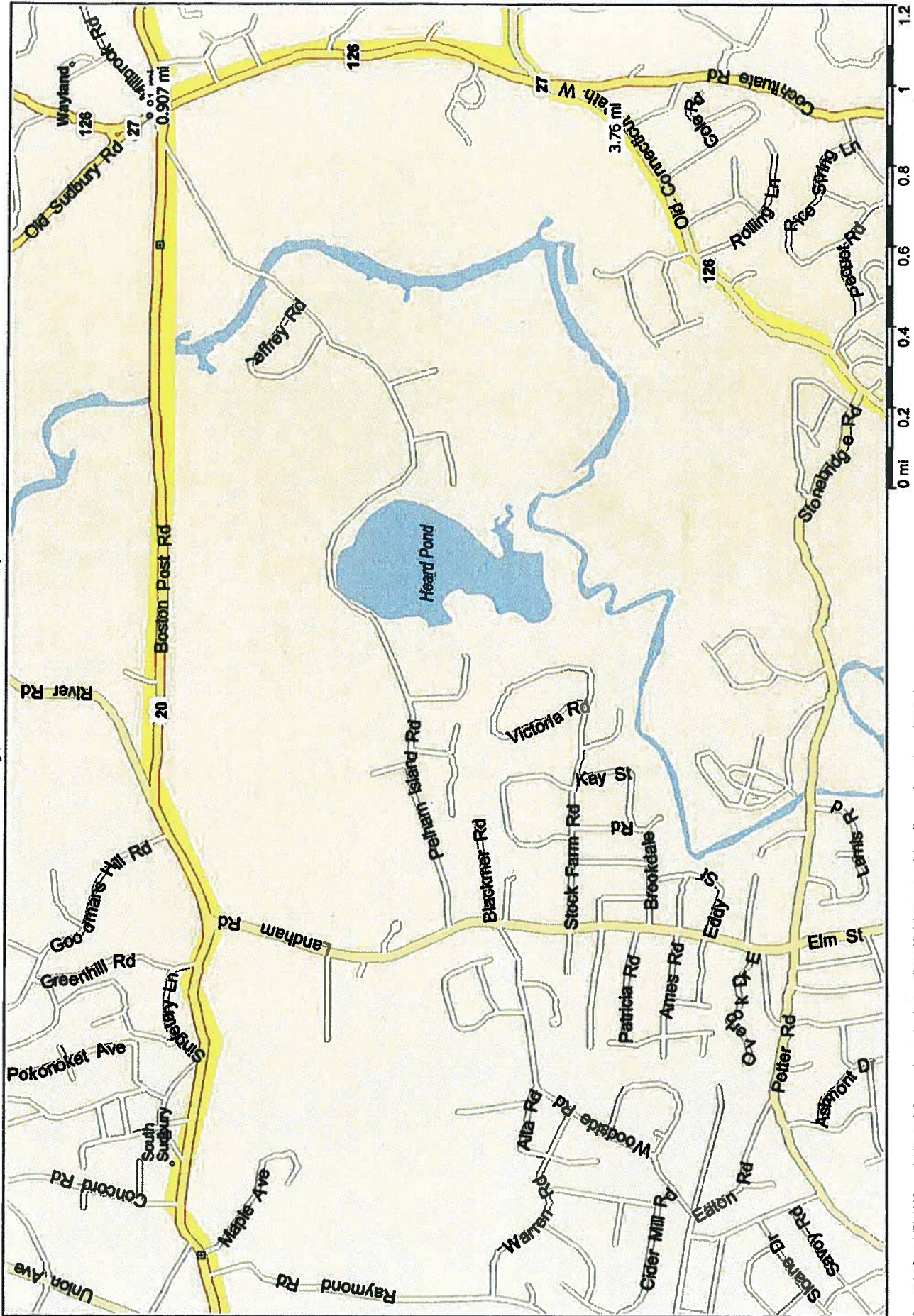
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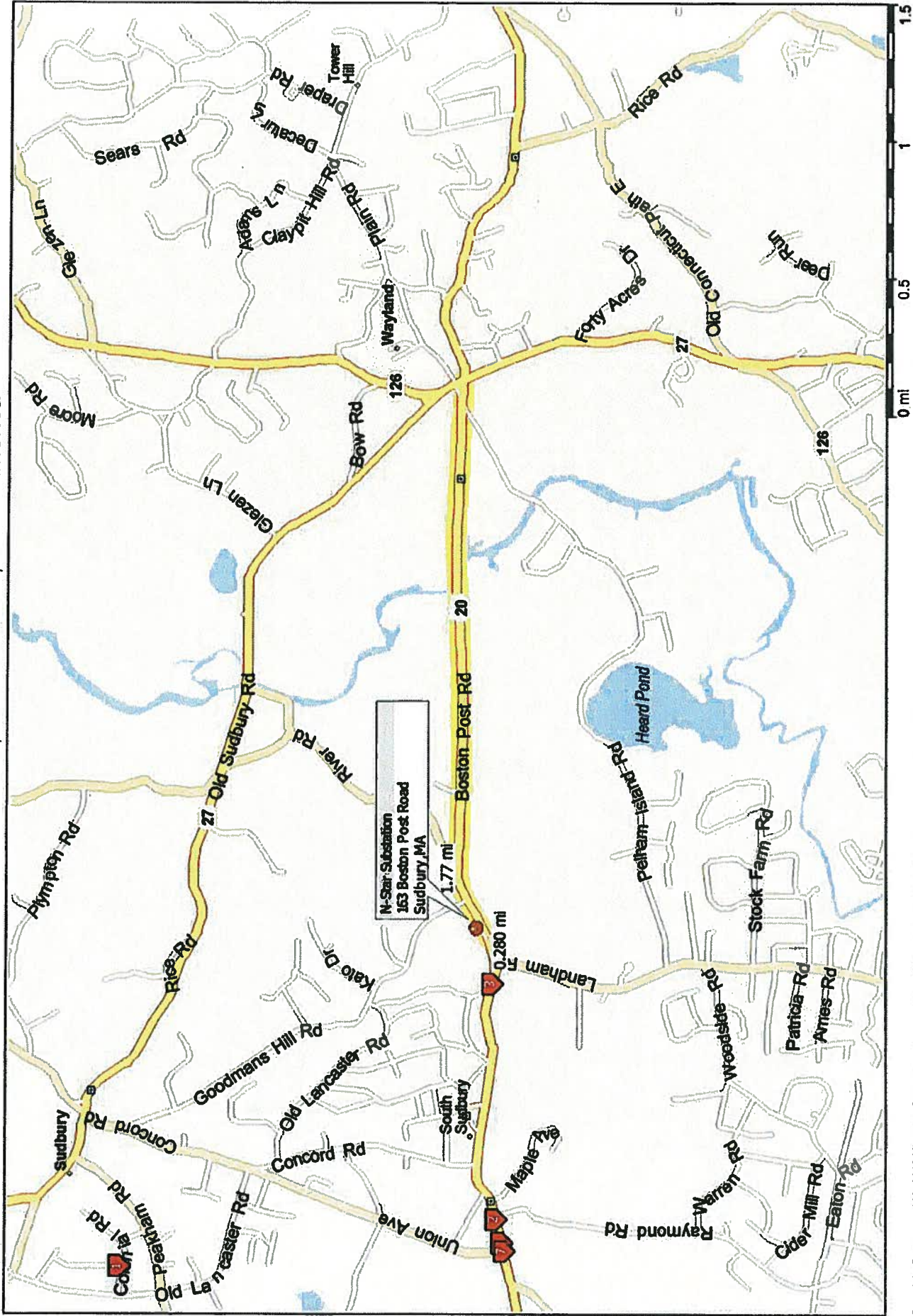
# South Sudbury, Massachusetts, United States



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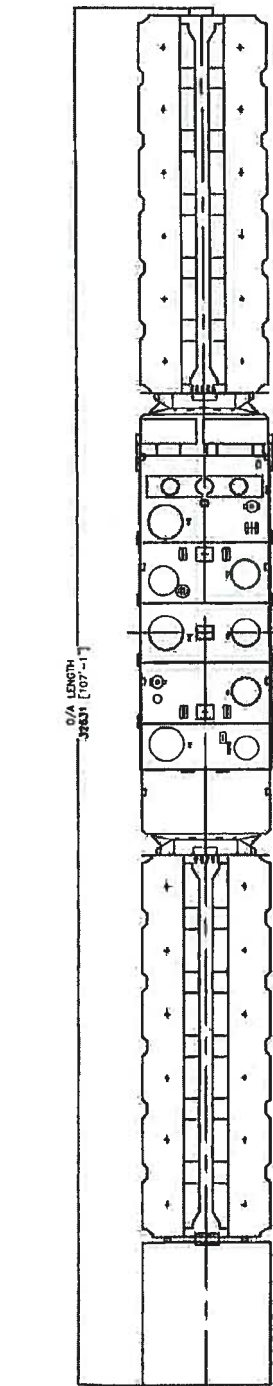
# Massachusetts, United States, North America



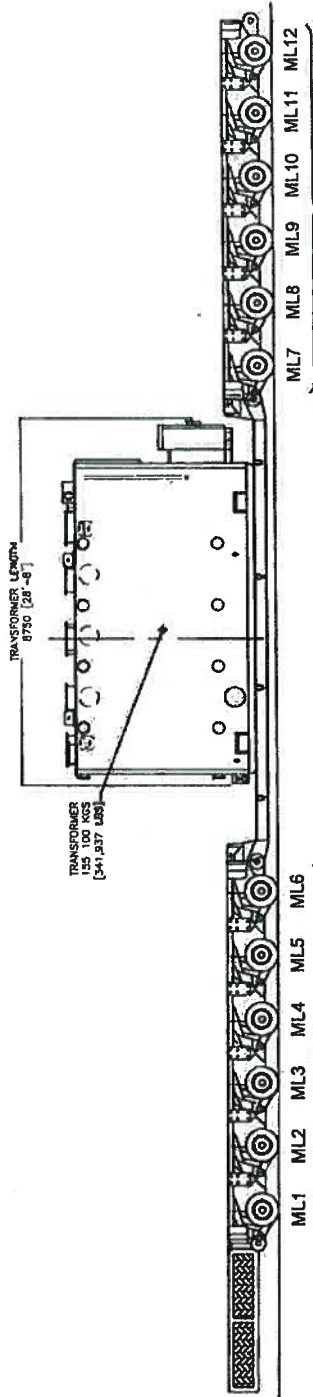
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**OVERALL WEIGHTS:**

TRAILER AND EQUIPMENT WEIGHT:	70 600 KGS	155 646 LBS
EQUIPMENT WEIGHT:	1 000 KGS	2 205 LBS
CARGO:	155 100 KGS	341,837 LBS
TOTAL WEIGHT:	226 700 KGS	499,786 LBS



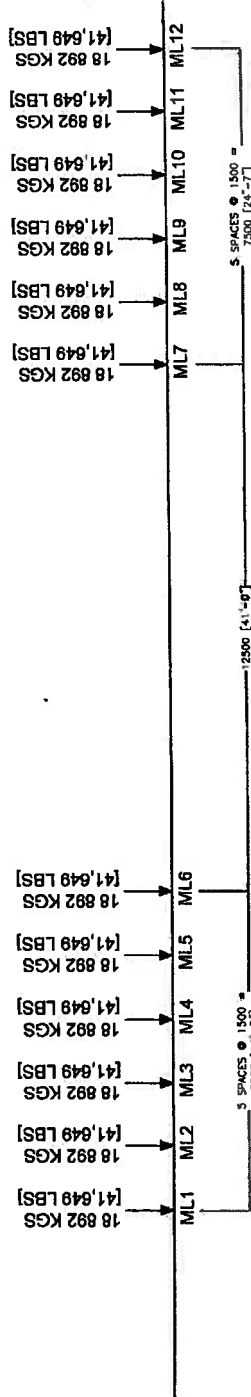
PLAN VIEW



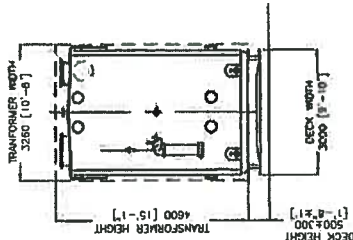
ELEVATION VIEW

8 WHEELS PER AXLELINE  
WHEELS: 215MM R15  
MASS PER UNIT TIRE WIDTH:  
11.0 KGS/AM (615 LBS/IN)

8 WHEELS PER AXLELINE  
WHEELS: 215MM R15  
MASS PER UNIT TIRE WIDTH:  
11.0 KGS/AM (615 LBS/IN)



AXLE LOADINGS



END VIEW  
TRAILER OMITTED FOR CLARITY

DO NOT SIGNATURE  
REV: 000000-0000  
DATE: 00/00/00  
CITY: 000000  
COUNTRY: 000000  
HICO

PROJECT: SUDBURY, MA TRANSFORMER DELIVERY  
TITLE: TRANSPORT ARRANGEMENT FOR TRANSFORMER ON 6L-LONBED-6L GOLDFLOPER

**MAMMOET**  
CONSTRUCTION SERVICES  
15016897-P153-D-701 - 1/1 - 00

SCALE: 1/8" = 1'-0"  
DATE: 00/00/00  
DRAWN BY: 000000  
CHECKED BY: 000000  
APPROVED BY: 000000







RECEIVED

OCT - 3 2014

Board of Selectmen  
Town of Wayland

May 30, 2014

Linda L. Segal  
9 Aqueduct Road  
Wayland, MA 01778-4605

**Re: Response to Comments on  
March 14 2014 Draft Post Class C RAO Five Year Periodic Review Report #2  
New England Sand and Gravel Site (MassDEP RTN 3-00629)  
Framingham, MA**

Dear Ms. Segal,

On behalf of the Air Force Civil Engineer Center (AFCEC), URS submitted the Draft report on March 14, 2014 to the site's public document repository at the Framingham Public Library. This letter provides responses to comments on the above referenced report provided by you in a letter dated April 16, 2013. We appreciate your comments and offer the following responses.

**1. Public Notice**

Concern noted regarding the adequacy of the public notice announcing the public comment period.

**Response**

As noted in the April 17, 2014 email from Ms. Karen Stromberg (MassDEP), "The notice of the comment period directed people as required to the document in the information repository, and in addition attempted to provide an electronic link to the document on the MassDEP File Viewer. The link unfortunately went to wrong document, but the right file. The notice met the PIP requirements, and hopefully everyone interested was able to access the document somewhere".

**2. Town of Wayland Meadowview Drinking Water Well Zone II and Other Potential Receptors in Wayland**

The comment letter notes that the Town of Wayland Meadowview drinking water well Zone II extends into Framingham across the Sudbury River and "overlaps with a portion of the Site", and that Wayland's Pod Meadow Conservation Area is not identified as a potential receptor.

**Response**

As noted in URS' response to comments provided in 2004 by Ms. Segal and others, which are in the public repository, URS previously addressed this issue:

URS Corporation  
477 Congress Street, Suite 900  
Portland, Maine 04101  
Tel: 207.879.7686  
Fax: 207.879.7685

“Hydraulic gradient data collected historically near the Sudbury River oxbow indicate that overburden ground water is moving upward and discharging to the Sudbury River. Based upon this observation, it is unlikely that dissolved phase contaminants have or will migrate to any significant degree beneath the Sudbury River. Furthermore, groundwater analytical results from site monitoring wells located between the Sudbury River Oxbow and the current area of groundwater impacts (i.e., MW-08R and MW-12) do not show any evidence of PCE impacts, thereby indicating that the dissolved phase PCE has not reached the Sudbury River Oxbow at detectable levels.

AFCEE and URS do not believe that an additional groundwater monitoring well on the Wayland side of the Sudbury River is needed. However, in the event that PCE is detected at concentrations above the GW-1 standard in the wells immediately upgradient of the Sudbury River Oxbow, AFCEE and URS will re-evaluate the need for more data in the vicinity of the Sudbury River and Oxbow.

State regulations require periodic sampling of municipal water supply wells for volatile organic compounds, including PCE. Should the Wayland Water Department detect PCE in the samples collected from the Meadow View or Happy Hollow Wells, or from sentry wells surrounding these wells, the Air Force will work with the Town of Wayland to evaluate the potential for a relationship between the identified PCE and past activities at the New England Sand and Gravel site. This point is referenced in the June 9, 2004 AFCEE letter to the Town of Wayland”.

This notwithstanding, URS will note the nearby presence of the Meadowview drinking water well Zone II and Wayland’s Pod Meadow Conservation Area in future reports, as appropriate.

### **3. Regulatory status summary not complete.**

The comment letter notes that regulatory status stops with the year 2003, yet the Post RAO Monitoring Plan was approved by MassDEP in 2004.

#### **Response**

The timeline will be updated in future reports.

### **4. Groundwater data collected in September 2013 by another consultant varied from data collected by URS in July 2013**

The comment letter notes that Fuss & O’Neil, on behalf of the Town of Framingham, sampled groundwater in monitoring well MW-101D and identified PCE at a concentration of 6.6 parts per billion versus the concentration of 3.4 ppb identified by URS and requests an explanation for the variance. Ms. Segal also questions the basis for referencing a decreasing concentration trend in MW-101D at a 90% confidence interval. The comment letter also notes that this same comment was made in a November 2013 letter, and that URS did not provide an adequate response.



## **Response**

URS acknowledges that although we referenced the comment submitted by Ms. Segal in November 2013, our response letter did not specifically respond to the request for an explanation of the variance. This was an inadvertent oversight.

Chlorinated solvent concentrations in groundwater across the site are clearly decreasing over time. Levels of PCE at wells MW-5R, MW-11R and MW-101D have declined significantly since groundwater monitoring was first implemented at each location, suggesting that natural attenuation processes are occurring at the Site.

As stated in URS's 2013 Monitoring Report (and in numerous previous reports), the low concentrations of PCE observed at the Site are not anticipated to decrease linearly. Therefore, occasional fluctuations in concentration trends are expected over the course of the monitoring period, and across the Site. The slight variation between 2013 data collected by URS and Fuss & O'Neil from monitoring well MW-101D is not surprising given this fact. It is anticipated that subsequent monitoring events will demonstrate stability, or decreases, in the PCE concentration in groundwater samples collected from MW-101D and MW-5R.

URS acknowledges that PCE concentrations in groundwater at the Site have not yet met MCP GW-1 standards at all locations and there is no current proposal to stop monitoring or to alter the current monitoring well network.

The comment letter questions the basis for the high confidence level in the data. As stated in the report:

“To evaluate the extent of natural attenuation of PCE, Mann-Kendall Nonparametric Statistical Tests were applied to the laboratory analytical results for wells MW-5R (2008 - 2013) and MW-101D (2004 -2013). The test results indicate no trend (at the 90% confidence level) in the concentration of PCE at MW-5R since its installation in 2008. Concentrations at MW-101D have been decreasing (at the 90% confidence level) over the past ten years”.

The confidence levels generated by the Mann-Kendall test represent data concentration trends over time, not sample concentrations. The confidence in concentrations of specific analytes in individual samples is even higher, as the data are analyzed by a certified lab using mass spectrometry methodology (USEPA 8260B).

Regarding the adequacy of site characterization and the existing monitoring network, as noted in previous responses dating back to 2004, extensive site characterization has been performed at the Site. Investigation results are summarized in the 1993 Phase II report and numerous subsequent documents, including the Class C Response Action Outcome submitted to MassDEP in 2003. Dating back to 1993 MassDEP stated in writing that adequate site characterization has been conducted and that no imminent hazard conditions exist and no immediate response actions are required. Furthermore, annual groundwater monitoring is being conducted in accordance with the plan submitted to and approved by MassDEP in 2004.

Last, as noted in the April 17, 2014 email from Ms. Stromberg, the VHB RAM Plan, if prepared, will go through the PIP process.

As always, please do not hesitate to contact us if you have any questions.

Sincerely,  
**URS Corporation**



William Humphries  
Project Manager



Marilyn Wade, P.E., LSP  
Senior Engineer

c.

Framingham Public Library – PIP Repository  
Karen Stromberg, MassDEP PIP Coordinator  
Wayland Interim Town Administrator Robert Mercier  
Wayland Board of Selectmen  
Wayland Conservation Commission  
Wayland Conservation Administrator Brian Monahan  
Wayland Board of Public Works  
Wayland Water Superintendent Mike Hatch  
Wayland Board of Health

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OCT -3 2014

Board of Selectmen  
Town of Wayland

To All Wayland Veterans,

10/3/14

I wanted to deliver this letter in person. Please accept my sincerest apologies for disturbing the WWII Veteran's Memorial last week. I am deeply ashamed for my transgression. My father, a Vietnam veteran, raised me to have the utmost respect for those who have served and protected our nation. My respect is heartfelt.

With my deepest regrets,  
*Harrison Ray Knorr*

**DiNapoli, MaryAnn**

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**From:** Mike Lowery <lowery.mike@gmail.com>  
**Sent:** Saturday, October 04, 2014 12:32 PM  
**To:** info@pamsrun.com  
**Cc:** Irving, Robert; Sarkisian, Sarkis; Kadlik, Stephen; Selectmen; Abelli, Jay  
**Subject:** Placement of temporary signs for 'Pam's Run' on Wayland roads.

Dear Ms. Manikas & Nowland,

I notice that Pam's Run is being advertised by the placement of temporary plastic signs on H stakes along Wayland's roads.

I believe these sorts of signs are not permitted by the town's bylaws on temporary signs. (198-502)

Regardless of that limitation, there are two conditions which must be met by state law\* for placement of signs along the roadway:

- a) They must have the permission of the landowner. (For town land this is the Board of Selectmen), and
- b) They must not be placed in the road right of way.

The road right of way is at least 10' from the edge of the road, and includes any land where utility poles, sidewalks, or fire hydrants are located.

Driving along Concord Road today I noticed three signs which were in the road right of way. I moved those signs out of the road right of way, and where the homeowner was home, I stopped and explained what I was doing and why - and said I would communicate with you.

There are several reasons for these state laws and local regulations:

1. Safety - Temporary signs can become dislodged, and be blown or pushed into the road - creating a risk to motorists.
2. Aesthetics - none of us want Wayland to look like Rt 1 in Saugus. No matter how worthy the cause, a uniform standard must be applied.
3. Temporary signs causes extra work (and hazards) for DPW workers who operate equipment to maintain the shoulders of the road.

I suggest that you check with the Building Department to determine if the signs are allowed under Wayland's bylaws. If they are, I request that you both obtain permission of the landowner, and place the signs outside of the road right of way.








Best of luck with your run and your cause,  
Thanks for your consideration.

Regards,  
Mike Lowery, written personally

\*

## General Laws

 Print Page

<b>PART IV</b>	<b>CRIMES, PUNISHMENTS AND PROCEEDINGS IN CRIMINAL CASES</b>	 PREV	 NEXT
<b>TITLE I</b>	<b>CRIMES AND PUNISHMENTS</b>		 NEXT
<b>CHAPTER 266</b>	<b>CRIMES AGAINST PROPERTY</b>	 PREV	 NEXT
<b>Section 126</b>	<b>Natural scenery; penalty for defacement</b>	 PREV	 NEXT

Section 126. Whoever paints, or puts upon, or in any manner affixes to, any fence, structure, pole, rock or other object which is public property or the property of another, whether within or without the limits of the highway, any words, device, trade mark, advertisement or notice which is not required by law to be posted thereon, without first obtaining the written consent of the municipal or public officer in charge thereof or the owner or tenant of such property, shall, upon complaint of such municipal or public officer, or of such owner or tenant, be punished by a fine of not less than ten nor more than one hundred dollars, and in addition shall forfeit to the use of the public or private owner of such property or the tenant thereof the cost of removing or obliterating such defacement to be recovered in an action of tort. Any word, device, trade mark, advertisement or notice which has been painted, put up or affixed within the limits of a highway in violation of this section shall be considered a public nuisance, and may be forthwith removed or obliterated and abated by any person.

120 Lakeshore Drive  
Cochituate, MA 01778  
508-397-8828





# TOWN OF WAYLAND

41 COCHITUATE ROAD  
WAYLAND, MASSACHUSETTS 01778

TOWN BUILDING  
41 COCHITUATE ROAD  
TEL (508) 358-7701  
[www.wayland.ma.us](http://www.wayland.ma.us)

## Public Ceremonies Committee

October 6, 2014

Mr. Joseph F. Nolan  
Chair Board of Selectmen

Dear Mr. Nolan:

The Public Ceremonies Committee cordially invites all members of the Board of Selectmen to attend the Veterans Day ceremony on November 11, 2014, at 11:00 am at the Veterans Memorial at the Wayland Town Building.

We are hoping that you or a representative from the Board could give the welcoming remarks.

*Richard P Turner*

Richard P Turner USN RET  
Chairman Public Ceremonies Committee

**RECEIVED**

**OCT - 7 2014**

Board of Selectmen  
Town of Wayland

11

## DiNapoli, MaryAnn

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**From:** Balmer, Nan  
**Sent:** Tuesday, October 07, 2014 8:56 AM  
**To:** Karlson, Cherry; Nolan, Joseph F.; Collins, Edward J.; Boschetto, Anthony V.; Antes, Mary  
**Cc:** DiNapoli, MaryAnn; Kadlik, Stephen  
**Subject:** Correspondence - Water Main Break

Good Morning

Below is the report of the DPW Director on the Water Main Break.

Nan

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**From:** Kadlik, Stephen  
**Sent:** Monday, October 06, 2014 4:26 PM  
**To:** Balmer, Nan  
**Subject:** Water Main Break

On Saturday October 4<sup>th</sup> on call Water employee received a report of water coming out of the ground at West Plain at Old Conn. Path at approximately 7am it was determined it was a main break. Dig Safe was called for emergency mark out of the area and was done by 9 am additional water crews called in and arrived at scene by 8:30 am and began shutting down 12 gates along West Plain Street and opening hydrants from Old Conn. To Pemberton Road this and all surrounding neighborhoods were without water they began their excavation at 11:30 am. I arrived on scene at about 2:30 pm situation was under control Police details on site and break located by 4 pm break extended out to Old Conn. Path which resulted in additional highway crews to be called for lighting plant and to set up detours, while cleaning around main by hand the gas main became exposed and the smell of gas was present at which time the Fire Dept. and National Grid were notified at 6 pm a full gas crew arrived at 9 pm and determined they had a major situation and completed making their temporary repairs at approximately 10:30 pm, water crews then went back to fixing the water main which was still live and all repairs completed by midnight. The water crews then went and open all the water gates and closed all but one hydrant and completed this by 2 am full water restored at that time. Total DPW crews 4 water personal and 3 highway.

Stephen F. Kadlik III  
DPW Director  
Town of Wayland  
41 Cochituate Road 01778  
Phone 508-358-3678  
Cell 508-294-2496  
Fax 508-358-3679



**Town of Wayland**  
41 COCHITUATE ROAD  
WAYLAND MASSACHUSETTS 01778  
www.wayland.ma.us TEL. 508-358-3788

R

**OFFICE STAFF**

Ellen M. Brideau, MAA Director of Assessing  
Denise Ellis, Assistant Assessor  
Jessica Marchant, Administrative Assessor  
Savitri Ramgoolam, Department Assistant

**BOARD OF ASSESSORS**

Susan M. Rufo, Chair  
Jayson Brodie, Vice Chair  
Molly Upton  
Zachariah L. Ventress  
David Hill

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**MEMO**

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**TO:** BOARD OF SELECTMEN  
WAYLAND HOUSING AUTHORITY  
HOUSING PARTNERSHIP COMMITTEE

**FROM:** BOARD OF ASSESSORS

**SUBJECT:** RENTED 40B PROPERTIES

**DATE:** 10/8/2014

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The Board of Assessors (BoA) wishes to advise your respective Boards that they have been made aware of a second 40B unit, Unit 213, at the Willow Brook condominium complex that is no longer owner occupied.

The Department received a phone call at the end of August from George Uveges of 207 Willow Brook Drive. Mr. Uveges was seeking the BoA's assistance in what he considered an escalating issue. The Director of Assessing advised him that it is beyond the BoA's scope of duties but assured him that we would advise the correct parties within the Town.

In researching this issue with Town Counsel, Mark Lanza, the Department learned that the Board of Selectmen may have the ability to pursue litigation on 40B property owners that are not occupying their units.

Attached please find copies of the lease agreements for Unit 207 and Unit 105 that have been obtained from Willow Brook's property management company.

**RECEIVED**

OCT - 9 2014

Board of Selectmen  
Town of Wayland

13



**Town of Wayland**  
41 COCHITUATE ROAD  
WAYLAND MASSACHUSETTS 01778  
www.wayland.ma.us TEL. 508-358-3788

**OFFICE STAFF**

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Jayson Brodie, Vice Chair  
Molly Upton  
Zachariah L. Ventress  
David Hill

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**MEMO**

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**TO:** NAN BALMER, TOWN ADMINISTRATOR  
BRIAN BOGGIA, DIRECTOR OF WAYLAND HOUSING AUTHORITY  
**FROM:** ELLEN BRIDEAU, DIRECTOR OF ASSESSING *Ellen*  
**SUBJECT:** RENTED 40B PROPERTIES – ADDITIONAL DOCUMENTATION  
**DATE:** 10/15/2014

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As a follow up to the Board of Assessors Memo dated 10/8/14 to the Board of Selectmen, Wayland Housing Authority and the Housing Partnership Committee, I attaching the recorded documents for the complex and the two rented units at Willow Brook (Unit 105 and Unit 213).

Attached please find:

- 1) The Willow Brook special permit from the Wayland Planning Board dated 1/26/96
- 2) Willow Brook Condominium Master Deed
- 3) Condominium Unit Deed for 105 Willow Brook Drive
- 4) Condominium Unit Deed for 213 Willow Brook Drive
- 5) Town of Wayland Planning- Special Permit Modification
- 6) Willow Brook Condominium Trust Affordable Housing Resolution

# DPW Director's Report

October 2, 2014

The DPW has performed work of routine nature plus the following:

## Highway Division

- Met with MassDOT and TEC regarding the status of Route 27 / Route 30 intersection
- Attended Board of Selectmen meeting regarding the temporary reconfiguration of the East Plain / Route 30 / School Street intersection
- Work began on the intersection of West Plain and Old Connecticut Path
- Paved approximately 2250 sq ft of Sedgemeadow Rd due to installation of new water main
- Repaired and repaved parts of Claypit Hill School sidewalk
- Rebuilt 7 catch basins / manholes
- Installed new Rail trail signs
- Vac and Map 68 Lake Shore Drive area
- Participated in the Wayland Touch-A-Truck Event

## Park Division

- Finished fertilizing and seeding fields
- Prepared North Cemetery for upcoming paving
- Installed playground equipment at Claypit Hill School
- Participated in the Wayland Touch-A-Truck Event
- Posted all trees for hearing

## Water Division

- Continued with the Route 20 water main replacement
- Activated new water main on River Road.
- Continued to address water billing issues: 134 Boston Post Road and 16 Saddlebrook Rd.
- Repaired monitor scale issue between Plant lab pH analyzer and SCADA computer reading
- Flushed & cleaned chemical feed lines
- Repaired chlorine leak at Chamberlain - ran new tubing
- New HACH pH analyzer & probe on pre-filter line installed by A/D Instruments
- A/D Instruments inspected and calibrated neutralization tank pH analyzer and probe
- Methuen Construction inspected issue at Campbell Well. A short in the motor was found and it was determined the motor needed to be replaced
- Methuen Construction installed new backwash recovery pump #2. The existing pump was removed and taken for potential warranty
- Manganese sample taken from Happy Hollow and delivered to lab

## Transfer Station Division

- Through October 2, sold 1946 Full Stickers. Of those, 1196 were paid by check (62%), 707 were paid by credit card on-site (36%), and 43 were purchased online (2%).
- Through October 2, sold 172 Recycle Only Stickers. Of those, 123 were paid by check (72%) and 49 (28%) were paid by credit card.
- Initial construction has been completed and compactor is ready to be installed
- Cost estimates being received for electrical upgrades





## Wayland Fire Department

Public Safety Building  
38 Cochituate Road  
Wayland, MA 01778



Vincent J. Smith  
Chief of Department  
Email: [vsmith@wayland.ma.us](mailto:vsmith@wayland.ma.us)

Business Phone 508-358-7951  
Chief's Office 508-358-6910  
Business Fax 508-358-6920

### Monthly Report to the Town Administrator September 2014

#### Late Edition

October 4<sup>th</sup> was an unusual day in Wayland with some long duration utility interruptions for many residents. The report on this incident is included as the last item in this September edition of the WFD Monthly Report to the Town Administrator.

#### "Thank You" From Sudbury Homeowner

We often receive thank you cards and letters about our service within Wayland, but it is unusual to receive a card from folks who reside out of town. In recognizing our work at the Ruddick Road, Sudbury house fire recently, the residents of the home sent a heartfelt "thank you" to D Group (Captain Holland) for their excellent work in minimizing damage to their home.

#### Neighbor Dispute

In an effort to deescalate a neighborhood dispute which may be based in a house renovation project, we sent personnel to Edgewood Road in response to a complaint of exhaust from generators on the construction site bothering nearby residents. Although the generator was not running upon our arrival, one of the construction workers indicated that when the crew needed to use the generator again they would relocate it away from the nearby neighbor.

#### High School Auditorium

On September 6, an attendee at a function in the High School auditorium called to report code violations. Personnel were sent to check it out and found that overcrowding was certainly a problem and when coupled with other violations presented what I view as a very dangerous situation. Corrections that could be made immediately were made. I intend to contact the school department to see if we can be notified when certain functions are held on Town (School) property. This may lead to pre-event inspections or Fire Department Details being requested for certain events.

#### Castle Hill Conservation Area

After becoming aware of some very old barrels seen in the Castle Hill Conservation Area, we initiated an investigation, contacted DEP for advice and instructions and worked with the DPW to remove the drums

and properly dispose of them. Accessibility (especially traversing part of Hazelbrook) was very challenging and proved too much for a footbridge across the brook. The bridge has been repaired for use again, but as of this writing I believe that only 3 (of 10) barrels have been removed. I encourage continued work by the DPW and the Conservation Department to have this work completed. I want to thank the DPW crews for spending time with me on site and moving very old and very heavy containers off Town property. I have sent a detailed summary of my actions to Town officials.

### Adult Firesetter?

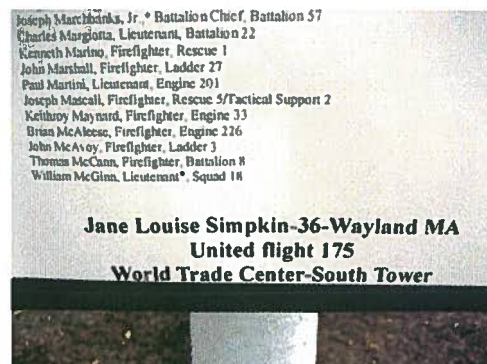
On September 8<sup>th</sup>, we were called to the first of three similar incidents in the area of the boundary of Lakeview Cemetery and the Cochituate State Park Small Craft Launch Area on Commonwealth Road. Working in conjunction with the police department, a Framingham resident was identified and he admitted setting the fire. He was advised about the burning laws in the Commonwealth and left the area after providing the WPD with his name, address, etc. The fire was extinguished. Two more similar incidents were reported, but it is unknown if that individual was involved. The incidents are under investigation by the WFD and WPD.

### We Do It All

Responding to a Goodman Lane home where a resident was locked out of the house, Lieutenant Gemelli and Firefighters Leone and Ash removed a small window air conditioner, entered the home, unlocked the door and admitted the resident. Our services did not stop there. The air conditioner was reinstalled for the resident. *[Editorial note: Yes, we have a Firefighter name Ash. It doesn't seem right, but we do. However, it isn't as strange as these other local firefighters.....Easton Captain Blye (retired) and Acton Firefighter Byrne.]*

### 9/11

On September 11<sup>th</sup> we all take a moment to remember those killed in the 9/11 attacks in New York City, Shanksville PA, and at the Pentagon. In addition to the innocent civilians and military who lost their lives, we especially remember the public safety officials who lost their lives while trying to do their job of protecting others. For a limited time around September 11<sup>th</sup> every year, the Fire Station # 2 memorial in front of the station is modified to honor those lost on 9/11 including Jane Louise Simpkin who had ties to Wayland. Thanks to Firefighter Bill Leone for maintaining this memorial.



### **Children's Car Seat Installers Needed**

On September 12th I was advised by the police department, who normally handles kid's car seat installations that they will have fewer technicians trained this year which may lead to being unable to handle the requests from the public. Child car seat installations are not a simple matter when the proper installation is so very important. There are two firefighters interested in becoming certified and we are developing policy that will allow them to take the training course and work with Sergeant Ordway at the Police Department assisting the public with proper car seat installation.

### **106 Main Street – Fire Sprinklers**

On September 16<sup>th</sup> Deputy Chief Houghton and I, Carol Martin (Fin Comm), & DPW Director Kadlik met with Brian Boggia (WHA) and an architect to determine the proper course of action in the project. Town hall personnel with procurement expertise have been brought into the mix. It is my hope that proper and complete funding will be arranged so that the residents of 106 Main Street will be able to enjoy fire sprinklers protecting them and their home.

### **Gasoline Spill**

On 9/19, a gasoline spill was reported inside a garage on Hayward Road. Responding crews were relieved to find that the spill was small and manageable. Venting of the garage removed dangerous vapors. There was no ignition.

### **Fire Investigator Class Graduates**

On 9/19 the Massachusetts Firefighting Academy announced the graduation of students from the Basic Fire Investigation course. This is a lengthy and challenging course. Wayland Police Officer Chris Cohen (currently on our regional investigation team) and Lieutenant Ken McGuire took the course and graduated with their class. Congratulations to both!



This is team # 5, "Smoke and Mirrors". L to R Firefighter Mike Kilgallen of Sudbury F.D., Firefighter Mike Konetzny of Amherst F.D., Detective Christopher Teel of Framingham P.D., Lieutenant Kenneth McGuire of Wayland F.D., Investigator Dana Haagensen of Framingham F.D., Captain Joe Bradley of Billerica F.D., Officer Paul Maria of Maynard P.D., Firefighter Joshua McLeod of Sudbury F.D., Captain Ryan Pease of Ludlow F.D., and Detective Christopher D. Cohen of Wayland P.D.



## **Touch-A-Truck**

On September 20, we were pleased to participate in the Recreation Department's premier activity for kids of all ages; Touch-A-Truck. The event was held at the Middle School and was attended by about 2500 people! Firefighter Doug Williams and Firefighter/Paramedic Pat Walkinshaw brought an ambulance and a fire truck for the kids to enjoy.



## **Pictometry**

On the 22<sup>nd</sup> of September, Deputy Chief Houghton and I accepted the invitation of Ellen Brideau, Director of Assessing, to attend a training session for new software called Pictometry that used an airplane to photograph Wayland in high resolution and offers a way to see specific properties from the air at different angles. In addition to the obvious use in assessing, we intend use it for fire and disaster pre-planning, and all sorts of training. Features built within the software like measuring tools make the program very valuable for our uses. Thanks to the Assessment Department for involving us! Just to give you an idea of the resolution....see if you recognize this building....



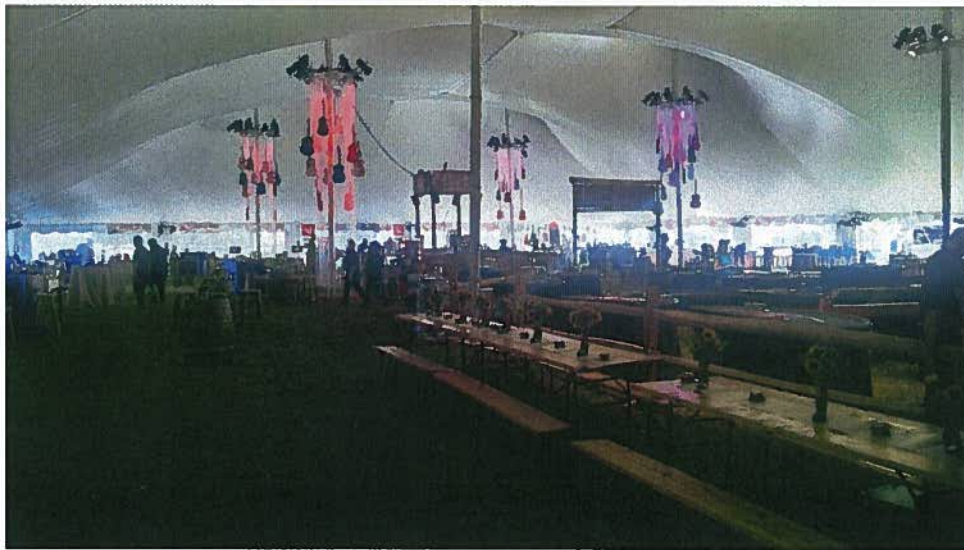


## **Hoedown!**

On the 26th, we started our first round of inspections for a fundraising event held on Lincoln Road. We issued permits for...

- Temporary storage of propane for tent heat, and gourmet cooking appliances
- Storage of diesel and gasoline fuel for multiple lighting plants and multiple generators
- Use of a theatrical stage haze/fog machine to enhance stage lighting

We had a four person detail at the event which helped guarantee the safety of the 650+ people in attendance. I understand the event was very successful. The pictures below show the inside of what I think must be the largest tent that Wayland has even seen. One end has the raised stage where live bands performed and the other end had food tastings, a casino area, a huge bar, etc. There was also a secondary tent and stage for other acts. The event was held on Saturday, September 27<sup>th</sup>.



### **Muscular Dystrophy Association Fundraising**

Local 1978 of the International Association of Firefighters conducted their annual "Fill The Boot" fundraising campaign at Fire Station # 2 on Friday September 26<sup>th</sup>. The pocket change is still being counted, but just the paper bills amounted to just over \$5,000. All of this money is earmarked for the MDA. Congrats go to President Dan Spurling, event chairman Dean Casali and all the members who helped make the fundraising event a huge success!

### **Abandoned House**

The Police Department requested our assistance while a possible abandoned house on Old Connecticut Path was being checked. The house was not secured and looking inside, it looked as though the gas stove was on. The gas was shut off outside and the interior was checked. No problem was found inside and it was determined that the homeowners owe utility bills, so the gas has been shut off and locked by National Grid until payment is made and the appliance(s) are safely turned on again.

### **CERT Classes Start**

Starting in September, Community Emergency Response Team (CERT) training for new volunteers started. Fire personnel have committed to instruct 7 of the 12 classes. Thanks to Captain Buentello and Firefighter Winner for helping the new CERT team candidates and members.

### **New Rescue Boat in Service**

Training has been completed and our new rescue boat is in service. The picture below is a test of the manufacturer's claim that 4 people can stand on one side of the boat without taking on water. You can imagine how much more stable and safe this boat is compared to a typical "V" hull aluminum boat.



L to R – Lieutenant Ken McGuire, Firefighter Doug Williams, and Firefighter/Paramedics Dan Spurling and Colin Richardson.

### **Special October 4<sup>th</sup> Incident Summary**

During the successful WFD Open House (Saturday 11AM-2PM), a resident of Lake Shore Drive reported no water service at his house which surprising to me. However, the on-duty crew knew about the interruption (thanks to the notification from DPW) and had made plans in case fire protection was needed in the area. [I need not be in the loop for every water service interruption, but the on-duty crew must be advised.] It turns out there was a large section of town affected, centering on West Plain Street. I suspect it was 200+ households. I suggested that a reverse 911 call be made to those in the affected area. I believe that call was made sometime in the morning/afternoon timeframe.

Water service was still interrupted at 6:37 PM when a natural gas line in the same trench was damaged which forced National Grid to shut of the gas. I do not know how many houses this affected. The gas line could not be immediately repaired (parts were needed from a remote location) and the water line could not be repaired until the gas line was repaired.

As the water outage neared 12 hours in duration, the on duty crew made arrangement with Stop and Shop and delivered cases of bottled water to residents of Bent Park (WHA property). After learning that toilets needed to be flushed, on duty crews hand-carried buckets of water into multiple units to flush the toilets. We also made arrangements to get additional drinking water if needed, overnight from Stop and Shop. Around 11PM, I was advised that electricity went out in some sections of town which were close to the West Plain Street and Old Connecticut Path intersection. The electricity was restored about 11:30 PM. I don't know why the power was interrupted or if it was related to the other problems. I've only been around for 38 years, but I don't

remember another time when anyone had three major utilities service interrupted at the same time.....electricity and phone being interrupted together sometimes, but never three!

After midnight I learned that the water and gas were back on in all areas. In the future, I would suggest a greater use of a reverse 911 service that the WPD or the School Department could send out, in advance of situations like this and regular status updates for a long duration event.



## **WFD Incident Statistics This Month**

Incident Types Actually Found- These figures include outgoing mutual aid incidents.

### **2 Fires**

- 0 *Building Fires*
- 0 *Mutual Aid, Engine/Ladder Truck Response*
- 0 *Structure Fire, Not A building*
- 0 *Cooking fire (confined to container)*
- 0 *Chimney Fire (confined)*
- 0 *Burner/boiler Malfunction (confined)*
- 0 *Vehicle Fires (passenger vehicles)*
- 1 *Brush Fires*
- 0 *Vehicle Fire (watercraft)*
- 0 *Dumpster/Trash Fires*
- 0 *Outside Equipment Fire*
- 1 *Special Outside Fire, Other*

### **0 Overpressures, Ruptures**

- 0 *Overpressure, Rupture, Explosion, Overheat, Other*

### **75 Rescue and Emergency Medical Service**

- 64 *EMS Calls*
- 4 *Mutual Aid Ambulance (non-motor vehicle accident)*
- 1 *Mutual Aid Ambulance (motor vehicle accident)*
- 3 *Vehicle Accident With Injuries*
- 0 *Motor Vehicle Accident (no injuries)*
- 0 *Lock Ins*
- 0 *Rescue, Emergency Medical Call (EMS), Other*
- 0 *Search for person on land*
- 3 *Well Being Checks*

### **20 Hazardous Conditions (no fire)**

- 0 *Oil or Other Combustible Liquid Spill*
- 1 *Carbon Monoxide Incidents (includes CO investigation)*
- 0 *Heat from Short Circuit (wiring defective, worn)*
- 9 *Wires Down, Arcing*
- 0 *Arcing, shorted electrical equipment*
- 0 *Explosive/Bomb Removal*
- 10 *Hazardous Conditions (other)*

### **35 Service Calls**

- 6 *Lock outs*
- 0 *Water or Steam Leak*
- 0 *Smoke or Odor Removal*
- 0 *Animal Problems*
- 0 *Assist Police or Other Governmental Agency*
- 4 *Public Service*
- 3 *Assist Invalid*
- 2 *Unauthorized Burning*
- 0 *Cover assignment, standby, move up*
- 0 *Mutual Aid Covering Assignment*
- 20 *Service Call, Other*

**3 Good Intent Calls**

- 0 Dispatched & Canceled En Route*
- 0 Wrong Location, Not a malicious false alarm*
- 0 Authorized, Controlled Burning*
- 3 Smoke Scare, Odor of Smoke*
- 0 Steam, vapor, fog or dust thought to be smoke*
- 0 Good Intent Call, Other*

**15 False Alarm and False Calls**

- 0 Municipal Alarm System, Malicious False Alarm*
- 0 Bomb Scare, No Bomb*
- 0 Sprinkler Activation Due to Malfunction*
- 0 Sprinkler Activation, no fire, unintentional*
- 5 Smoke Detector Activation Due to Malfunction*
- 4 Smoke Detector Activation, No Fire, Unintentional*
- 0 Heat Detector Activation Due to Malfunction*
- 2 Alarm System Sounded Due to Malfunction*
- 0 Carbon Monoxide Activation Due to Malfunction*
- 1 Sprinkler Activation, No Fire, Unintentional*
- 1 Detector Activation, No Fire, Unintentional*
- 1 Alarm System Sounded, No Fire, Unintentional*
- 0 Carbon Monoxide Detector Activation, No CO Found*
- 1 False Alarm or False Calls, Other*

**0 Severe Weather & Natural Disasters**

- 0 Lightning Strike (no fire)*

**168 Other**

- 0 Citizen Complaints
- 20 Fire Alarm Work (from dispatch)
- 1 Details
- 4 Error (or training) Incidents
- 4 Fire Alarm System Maintenance
- 21 Fire Alarm Disconnection/Reconnections
- 11 Fire Drills
- 22 Inspections (Sale of home)
- 0 Inspections (follow up)
- 1 Inspections (demolition)
- 0 Inspections (LP Gas)
- 4 Inspections (Occupancy)
- 1 Inspection, Oil Burner
- 2 Inspections (Placement)
- 21 Inspections (Quarterly)
- 19 Site Inspections
- 3 Inspections (Tank Removal)
- 0 Inspections (Tank Truck)
- 0 Mechanical Work
- 0 Mutual Aid – Fire Investigation
- 1 Mutual Aid (Non-Fire)
- 8 Public Education Sessions
- 2 Smoke Detector Installations
- 0 Special Type of Incidents
- 23 Training Sessions

**318 Total Incidents**

**WFD Response Times For The Month**

These figures include all emergency incidents, including outgoing mutual aid incidents. The time range that is considered is from the time the Fire Department was notified that a response is necessary until the first Fire Department personnel arrive at the scene.

**Cumulative percentages**

Less than 1 minute	15.4%
Less than 2 minutes	37.2%
Less than 3 minutes	64.1%
Less than 4 minutes	76.9%
Less than 5 minutes	91.0%
Less than 6 minutes	96.2%
Less than 7 minutes	97.4%
Less than 8 minutes	98.7%
Less than 15 Minutes	100.0%

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OCT - 8 2014

Board of Selectmen  
Town of Wayland

## Monthly Update

### September 2014

September is the month when students return to school. Each September we mark the return to school with our "Slow Down Wayland" campaign. During the first week of school extra officers are on patrol in school zones to encourage safe driving and pedestrian safety. This September we added a crossing guard at Commonwealth Road and Loker Street crosswalk to assist students from the Damon Farms neighborhood. We also worked with the DPW to enhance crosswalk safety by adding signs and line painting.

On September 9<sup>th</sup> unknown person(s) stole several signs marking the newly configured one-way street and traffic turning restrictions on Thompson Street. New signs were immediately installed to replace the stolen signs. The police department notified the public that we were looking for information concerning the theft, which is a felony, and that the violator(s), if caught would be prosecuted.

On September 13<sup>th</sup> officers responded to a report of theft from a construction site. A roll of copper wire was stolen from a building under construction at the Town Center.

On September 17<sup>th</sup> at approximately 5:00 p.m. an officer stopped a vehicle for crossing the center line and failing to drive within marked lanes. A 50 year old man from Maynard was arrested and charged with Operating Under the Influence of alcohol (second offense) and motor vehicle charges.

On September 21<sup>st</sup> shortly after 1:00 a.m. an officer stopped a vehicle for travelling 75 M.P.H. on Route 20. The 21 year old operator was arrested for Operating Without a License, Operating to Endanger, and Speeding.

On September 25<sup>th</sup> officers responded to a motor vehicle crash at the Lokerville green. A vehicle ran off the road and knocked over that flagpole into the granite Veteran's Memorial stone. The operator was arrested for Operating Under the Influence of alcohol, Speed, Marked Lanes and Driving to Endanger.

16



This month officers responded to seven complaints of attempted fraud and identity theft. A North Wayland man was contacted and convinced to wire a large sum of money to a person in order to claim their "5.5 million dollar prize from Publishers Clearinghouse". The police intervened and no money was sent.

Police officers responded to three incidents that would be classified as domestic violence incidents. Recent changes in the law prohibit publishing or placing the log, the names and/or addresses of anyone involved in a number of crimes related to domestic abuse. Officers and dispatchers have been trained in the recent changes to these laws.

Lt. Patrick Swanick

## Wayland Police Department Detective Division Report for September 2014

### INVESTIGATIONS

Narcotic Investigation  
Residential Break & Entering – Peartree Lane

### MEETINGS/TRAININGS

Interview & Interrogation – Hanson, Massachusetts  
Dust N' Bust – Wilmington, Massachusetts  
Basic Photography – Wilmington, Massachusetts  
Fire Investigation Training  
Juvenile Law – Marlborough, Massachusetts

### MISCELLANEOUS

DEA Drug take back day  
New Bulletproof vests  
Framingham District Court Hearings  
Slow Down Wayland days  
*Background investigations - officer candidates*



TOWN OF WAYLAND  
MASSACHUSETTS  
01778  
**CONSERVATION COMMISSION**

TOWN BUILDING  
41 COCHITUATE ROAD  
TELEPHONE: (508) 358-3669  
FAX: (508) 358-3606

October 8, 2014

Kenneth Todd Nelson  
5 Village View Road  
Westford, MA 01886

Re: Chapter 194 Resource Area Determination – 8 Hill Street, Wayland; File D-843

Dear Mr. Nelson:

Enclosed please find the Chapter 194 Resource Area Determination for 8 Hill Street, Wayland, issued by the Wayland Conservation Commission.

If you have any questions, please contact me at (508) 358-3669. Thank you.

Sincerely,

Brian J. Monahan  
Conservation Administrator

Enclosure

cc: Building Department w/enc.  
Town Clerk w/enc.  
DEP – NERO w/enc.  
Paul McManus, EcoTec, Inc. w/enc.  
John and Karen Perodeau w/enc.  
Board of Selectmen  
Board of Health  
Planning Board  
Abutters  
File

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**OCT - 8 2014**

Board of Selectmen  
Town of Wayland

(17)





# Town of Wayland Massachusetts

## **Finance Committee**

Thomas Abdella

Nancy E. Funkhouser

Thomas Greenaway (Chair)

Carol Martin

Bill Steinberg

David Watkins

Gil Wolin

## **Finance Committee**

### **Meeting Minutes**

**September 2, 2014**

Attendance: T. Greenaway, N. Funkhouser, T. Abdella, C. Martin, B. Steinberg, D. Watkins, G. Wolin and B. Keveny (Finance Director).

The meeting was called to order in the Senior Center at the Town Building at 7:01pm when a quorum was present. Chair Greenaway announced that the meeting was being recorded for broadcast by WayCAM and may be recorded by others.

**Welcome new members:** Chair Greenaway introduced and welcomed new FinCom members Tom Abdella and David Watkins.

**Public Comment:** Linda Segal of Aqueduct Road asked for clarification of the agenda item entitled "reconsider and re-vote actions taken at the July 16, 2014 public hearing and approve minutes."

**FinCom Members' Response to Public Comment:** Mr. Greenaway explained because the FinCom did not have a quorum on July 16<sup>th</sup>, the Committee needs to re-vote any actions taken on that date.

**Executive Session:** At 7:10pm, Chair Greenaway asked for a motion to enter into Executive Session pursuant to MGL Ch 30A, Section 21(a)(3) to discuss strategy with respect to collective bargaining with regard to the unions representing employees of the Police, Teamsters (DPW), AFSCME (department heads and professional employees), SEIU (administrative and clerical), Library and any other such bargaining units whose contracts expire at the end of this fiscal year, as such discussion in an Open meeting may have a detrimental effect on the bargaining position of the Town.

Mr. Greenaway indicated John Senchyshyn, HR Director and Brian Keveny, Finance Director would join

the session. Chair Greenaway announced the executive session would last approximately 10 minutes, at which time the Committee would reconvene in open session to continue its regular meeting. The motion was made and seconded. The roll call vote was 7-0 as follows:

Abdella: Yes  
Watkins: Yes  
Wolin: Yes  
Greenaway: Yes  
Steinberg: Yes  
Martin: Yes  
Funkhouser: Yes

At 7:30pm, the Committee returned to open session.

**FinCom process, role and Mission:** Chair Greenaway reiterated the Fincom's primary roles are to prepare the Omnibus Budget and review and comment on articles submitted for inclusion in the Annual Town Meeting Warrant. He further stated the mission of the Finance Committee is to define a financial strategy for the Town and to use this strategy as the basis for recommending to the Town a fiscally responsible operating and capital spending plan.

**Finance Director Report:** Finance Director Brian Keveny distributed end of the year reports for the FY14 operating budget, water, wastewater and septage enterprise funds, the major revolving funds, and turn back reports. Reviewing the overall budget, Mr. Keveny stated the town had received 99% of projected revenue. Unbudgeted revenue totaled \$2.3M. Between the bond premium, unbudgeted revenue and departmental budget turn backs, an additional \$2.3M was returned to Free Cash.

Discussing the enterprise funds, Mr. Keveny noted the Water fund closed out the year with a \$3.6M undesignated balance, while Wastewater was able to accelerate collections which allowed them to meet not only their FY14 but their August 2014 obligation as well.

Mr. Keveny explained the \$888K unexpected bond premium resulted from the sale Wayland municipal bonds this past spring. The bonds sold quickly, generating a coupon rate greater than the prevailing rate which yielded an \$888K premium to the town. Mr. Keveny has invited a representative from Eastern Bank to address the FinCom for an in depth explanation of this one-time premium.

**Long Range Planning Update:** Chair Greenaway reported the purpose of the September 10<sup>th</sup> Long Range Planning meeting will be to circle back with the various working groups for a sense of which topics will be included in the FinCom's Long Range Planning presentation.

**Preliminary FY16 Budget Guidelines and Process:** Chair Greenaway shared with the Committee that the FinCom's in some other towns do not set specific budget guidelines, but rather ask departments what they need to run their departments. He indicated this allows for a more thoughtful discussion and suggested that Wayland might want to discuss using this approach. As for process, Mr. Greenaway

stated that rather than work on capital budget, the operating budget and the article write-ups for the warrant simultaneously, this year the FinCom would start the capital budget process in October

**Liaison Assignments:** The FinCom reviewed and discussed FY15 Liaison assignments. Chair Greenaway asked Mr. Keveny to post the updated liaison assignments on the website.

**Committee Members' Reports, Concerns:** B. Steinberg announced Stephen Kadlik has been selected as the new Director of Public Works. He further stated the Rivers Edge group has requested a FinCom liaison and that he has volunteered to fill that slot.

Future meeting topics identified were to look at possible efficiencies in the Warrant article write-up process, request an update on the projects produced by the Budget Analyst and review the capital budget for the cemetery expansion project.

#### **Open Meeting Law Matters:**

Status of OML complaint filed July 10, 2014: Chair Greenaway reported the Attorney General's office has replied to the complainant with a 9/12/14 deadline. If no further action is taken, this complaint will be closed.

OML complaint filed August 12, 2014: Chair Greenaway indicated this complaint regarded quorum. On July 16<sup>th</sup>, the FinCom had three members present and one participating remotely. Although four members equals a quorum, members participating remotely can not be included in quorum count. Therefore, the FinCom did not have a quorum and could not take any official action, votes or approve any minutes. Chair Greenaway distributed both a copy of the complaint and a draft of the FinCom's reply. The reply included an acknowledgement of the error and indicated any and all actions taken on July 16<sup>th</sup> would be re-done. The Committee reviewed, discussed and approved the OML violation reply.

Declassification of executive session minutes: Chair Greenaway reported a resident had approached him concerning declassification of executive session minutes. Mr. Greenaway informed him the FinCom was committed to declassification and had already started this process at its May 2014 meeting and planned to devote an executive session at tonight's meeting to that same purpose.

#### **Chair's Update:**

Water & Sewer Bond: A bill currently on the Governor's desk earmarks \$2.5M million for water and sewer in Wayland. Apparently Planning Director S. Sarkesian applied for this money with the intent that it would provide Water & Sewer to River's Edge.

The ESCO group is meeting on September 10<sup>th</sup> and is looking for some help with planning out their work schedule. Mr. Steinberg volunteered.

Fall meeting schedule: September 10<sup>th</sup> (Long-range planning), September 22, October 6<sup>th</sup>, October 15<sup>th</sup> (long-range planning), November 12<sup>th</sup>, & December 1<sup>st</sup>.

Chair Greenaway reported the School Committee has been fined \$1000 by the Attorney General's



office for an OML violation. The School Committee has indicated they do not plan to pay this fine out of their budget.

**Reconsider & re-vote actions taken at July 16<sup>th</sup> public hearing & approve minutes:** To be in compliance with the Open Meeting Law, a motion was made and seconded to re-vote their response to the OML violation. That vote was 7-0. Following that vote, a motion was made and seconded to approve the Minutes of January 27<sup>th</sup> and June 18<sup>th</sup> as amended. The vote was 5-0-2.

**Executive Session:** At 9:35pm, Chair Greenaway asked for a motion to enter into Executive Session pursuant to MGL Ch 30(a), Section 22 to discuss potential declassification of executive session minutes from 2007, 2008 and 2009. Chair Greenaway expected that the executive session would last approximately 20 minutes, at which time the Committee would reconvene in open session for the purpose of adjourning.. The motion was made and seconded. The roll call vote was 7-0 as follows:

Abdella: Yes  
Watkins: Yes  
Wolin: Yes  
Greenaway: Yes  
Steinberg: Yes  
Martin: Yes  
Funkhouser: Yes

The Committee returned to regular session at 9:52pm. Chair Greenaway announced the FinCom has declassified and released executive session minutes from 2007, 2008, May 18, 2009, June 22, 2009 and September 14, 2009. Mr. Greenaway noted the minutes for March 23, October 14 and November 2, 2009 are missing and for those meetings the agendas will be posted. Mr. Greenaway further stated any redactions within the minutes are to preserve strategy and details, release of which could be detrimental to the outcome of current and future collective bargaining negotiations.

**Adjourn:** At 9:55 a motion was made and seconded to adjourn. Vote: 7-0.

Respectfully Submitted,

Carol Martin

Documents:

Distributed by T. Greenaway

OML Complaint, Filed 8/12/14

Draft, 8/12/14 OML Complaint reply, dated 9/2/14

Distributed by B. Keveny

FY14 Budget Status Report, dated 8/28/14

FY14 Summary Status Report, dated 6/30/14

FY14 General Fund Revenue Report, dated 6/30/14

FY14 Budget versus Actual

FY14 Total Revenue & Expenditures-GAAP, dated 6/30/14

FY14 Annual Operating Budget / Turnback Report

FY14 Insurance 32-B, Actual to Budget Report

FY14 Free Cash Analysis

FY14 Wastewater Enterprise Fund, dated 6/30/14

FY14 Water Enterprise Fund, dated 6/30/14

FY 14 Septage Enterprise Fund, dated 6/30/14

FY14 Major Town Revolving Funds

Historic District Commission Meeting  
August 21, 2014

HDC members present: Gretchen Schuler (presiding), Margery Baston, Alice Boelter, Meaghan Winokur

Others present: Sarkis Sarkisian, Town Planner; Rick Conard and Tonya Largy, Historical Commission members.

Public Comment-- there was none.

Minutes of June 16, 2014 Meeting were accepted as amended.

30 Cochituate Road. The Farleys at 30 Cochituate Road are having water come in under their front door -- and because of this Mary Farley was thinking of replacing the front door. A workman apparently did not angle the door sill properly; and this appears to be the cause of the problem. After some thoughtful consideration, Mary decided in favor of keeping the front door, but she would like to change the color from a black to a dark Essex Green; and she would like this done in a semi-gloss paint. There was a motion to approve the change of color to the door from black to Essex Green in a semi-gloss; and this was followed with a unanimous, favorable vote. (Vote 4-0-0)

Old Sudbury Road sidewalk. The sidewalk along Old Sudbury Road which had been promised to residents in the HD was not constructed when the road was recently repaved. Sarkis explained that with the change of the head of DPW, there was not adequate communication about the sidewalk. However, Sarkis hopes to put the construction of the sidewalk (from the Depot to the stone piers near the Route 27 entrance of the New Town Center) out to bid next week.

Public Hearing - Railroad Tracks west of Depot. Removal of 80 linear feet of railroad track on western most end of HD near turn table. Sarkis explained that Phase I of the rail-trail involves Route 20 to the Depot -- and the object is to remove track and replace it with a stone dust and gravel base. A company, Iron Horse, will remove the track for free and put the stone dust and gravel base down. Sarkis needs to obtain a license from DCR -- the HDC had already written a letter to the DCR, which the HDC now needs to amend. After Phase 1 there is hope to extend to the rail trail to the Weston



town line. In about a month we could receive \$250,000 from Twenty Wayland; however, Sarkis needs to get a license in order to receive this money that can be used for rail-trail work in this segment only. Gretchen pointed out that the area where the 80 feet of rail is to be removed in the HD, is tight -- it is close to the round table foundation and one of the electric towers. The building for the cell tower has been removed. The Historical Commission had sent a letter to Sarkis asking that as much rail be left as possible. Thus the plan is to leave most of both rails (main track and siding) in the Historic District with removal of only this 80' section. In the next phase it is likely that the siding by the Freight House will be left -- but the main rail will be taken. Rick asked if it would be possible to save the rail removed from HD -- for the interpretive site. If complete sections of rail are saved -- and the standard length is 39 feet -- the two sections of track would be almost 80 feet. A motion was made to accept the application as written; and this motion received a positive, unanimous vote. (4-0-0)

Temporary signs on the Law Office Green. A complaint had been made to the HDC that the temporary signs for the Farmers Market should not be placed on the Mellen Law Office Green without the approval of the HDC. This led to an animated discussion. Some members of the HDC felt the complaint was justified and other members felt that it did not warrant HDC action. The end result was that the HDC chair will ask the person placing these signs to not place the temporary signs on the Mellen Law Office Green without an application before the HDC in order to be consistent with all users and applicants in the future.

Selectmen to interview prospective members to the HDC. The Board of Selectmen will be interviewing Alice Boelter and Kathie Steinberg on Monday night, August 25, for permanent positions on the HDC. Gretchen will not be able to attend the Selectmen's meeting; and Margery offered to attend.

The meeting adjourned at 8:45 pm.

Respectfully submitted,  
Margery Baston

**Wayland Free Public Library  
Board of Library Trustees  
Minutes of Meeting September 15, 2014  
Small Conference Room, 2<sup>nd</sup> Floor, Town Building**

**RECEIVED**

**OCT 16 2014**

Board of Selectmen  
Town of Wayland

**Present:** Library Director Ann Knight, Trustees Aida Gennis (chair, presiding), Sally Cartwright, Anne Heller, Nan Jahnke, Lynne Lipcon, Thaddeus Thompson **Absent:** None

**Call to Order:** 6:30 p.m.

### **Visitors and Public Comment**

There were no visitors and no public comment.

### **Minutes of Previous Meeting(s)**

The minutes of the meetings of July 23, 2014 and August 20, 2014 were approved unanimously as amended (to reflect a correction to a job title).

### **Financial and Statistical Reports**

Two months into the fiscal year, expenses are on track. Circulation is down somewhat, but according to figures from the Minuteman Library Network that Mrs. Knight distributed at the meeting, Wayland's circulation strength ranks third of 36 eastern Massachusetts cities and towns over the last fiscal year (and the two higher-ranking towns had recently opened new buildings and/or had reporting anomalies). Attendance at Library programs remains high, and patron visits, averaging more than 2,100 a week, are up over last year. Also, our circulation of e-books, not included in the presented chart, is strong and growing.

### **Finance Committee: Long-Range Planning Meeting and FY2015 Budget**

Mrs. Heller reported that she presented three Library planning initiatives to the Finance Committee on September 10: our recently completed Long-Range Plan, our current work on our Library Building Program, and our upcoming work on a community survey. Before the meeting, Mrs. Gennis and Mrs. Knight had reached out to several community partners with whom the Library might share planning interests: the School Committee, the Council on Aging, the Planning Board, and the Parks and Recreation Department. Mrs. Gennis learned that the Council on Aging, with whom the Library explored a possible facility-sharing plan that foundered last year over site constraints, is now exploring a partnership with the Department of Parks and Recreation to share space at Town Center. Trustees expressed support and best wishes for their undertaking.

Mrs. Knight reported that the Finance Committee has not yet issued any special guidelines for developing the FY2015 budget. Guidelines should be issued the first week of October. Trustees agreed that we would ask that the Town restore the Library hours that were cut as a cost-saving measure in 2010 and perhaps also ask for funds for a part-time librarian for teens and 'tweens.

### **Rotunda Windows**

A proposal for repair and restoration of the Rotunda window casements has been received from Olde Bostonian, a Boston preservation firm, with an estimated cost of \$15,000. The casements are broken and rotted in spots and the windows have been caulked shut. The historic glass panes, which are curved, do not appear to require restoration at this time. As the estimated project falls below the \$25,000 minimum for capital funding, Trustees urge the Town to include repair of the Rotunda window casements as a line item in the FY2015 Facilities budget.

## **Library Building Program and Massachusetts Library Construction Requirements**

Tom Jewell, our outside consultant, continues to evaluate our space needs as he updates the Library's Building Program. A draft of that report is expected in November. A current, approved Library Building Program is required from towns making an application to the Commonwealth for a Massachusetts Public Library Construction Program (MPLCP) grant. Wayland may wish to apply for such a grant, which would pay approximately 45 percent of construction costs for a new or expanded Library facility.

The MPLCP also requires applicants to present well-considered community input into any proposed library construction plan; the Trustees are now forming a working committee of perhaps 12-14 members, to be called the Library Planning Committee, to elicit that comment. Trustees proposed some candidates for that committee, including elected officials, respected community leaders, Library patrons, one or two Trustees, and other interested parties, as suggested by the MPLCP; candidates might also put themselves forward for inclusion on the committee. Mrs. Knight stressed that committee members must be available to visit other libraries.

Trustees reviewed a draft charge for such a committee. Mrs. Jahnke will edit the charge, taking the Director and Trustees' thoughts into account, and Mrs. Gennis will present it for vote at the next meeting. In the meantime, Trustees may propose other candidates to Mrs. Knight.

## **Energy Initiatives: Heating and Lighting**

Trustees seek more clarity on the impacts of energy initiatives passed at Town Meeting last year, especially as regards lighting in the Library. Library lighting needs are particular to its work and study areas and also to the stacks and reading room, which have high ceilings and specialized fixtures. Installation of a new gas furnace is expected, perhaps now in spring 2015.

## **Flooding and Drainage Issues**

Mrs. Knight reported that John Moynihan, the Town's Acting Public Buildings Director, has had some discussions with the environmental engineering firm Tighe and Bond to resolve recurring flooding problems in the lower-level Children's Room. The Children's Room was recently closed for a day while the cleanup firm Service Master shampooed and dried the carpets after a water intrusion; the cleaners had to return to resolve problems with a lingering musty odor. Mr. Moynihan believes a solution might entail digging a trench outside Children's Room door and routing water flow to an underground basin.

## **Other Building News**

Fabric is on order for pillows for the new furniture in the Rotunda. Library staff are rearranging work and seating areas again, this time moving computer stations to accommodate English language tutoring and other needs. Mrs. Knight again points out the need for more private work spaces for individual Library patrons and small groups.

## **Annual Report**

Mrs. Knight will draft the Library's Annual Report for FY2014, Mrs. Jahnke will edit it, and Trustees will vote on it at the next meeting.

## **Wayland Reads**

Mrs. Cartwright reported that planning for the 2015 Wayland Reads program is on track for a late winter start date (February or March). The program will focus on a collection of essays by Marina Keegan titled *The Opposite of Loneliness*, which she wrote while she was a student at Yale. Ms. Keegan, who grew up in Wayland, died in a car accident shortly after her graduation.

## **Library Communications**

Trustees have reviewed samples of work presented by our Communications Consultant, including program fliers and collection signage. The consultant has also worked with Mrs. Knight to prepare specifications for website development.

## **Topics Not Reasonable Anticipated by the Chair in Advance of Meeting**

Mrs. Knight reported the donation of an art print to the Library by Alexandra Moses, a former resident, which the Trustees gratefully received.

**The Meeting Was Adjourned** at 8:33 p.m.

## **Documents for This Meeting**

1. Agenda of Meeting 09/15/14
2. Minutes of Meeting 07/23/2014
3. Minutes of Meeting 08/20/2014
4. Director's Report, August/September 2014
5. Financial Report 09/12/14
6. Circulation Report, August 2014
7. Monthly People Counter Summary, May 2000 through June 2014
8. Raytheon Room Attendance at Programs, January through June 2014
9. Draft charge for a Library Facility Planning Committee
10. Proposal for work on Rotunda windows, with estimate, Olde Bostonian Architectural Antiques, 09/13/2014
11. Comparison of 36 cities and towns' circulation figures [FY14], marked "Sheet 2" and "Sheet 3"
12. Samples of work produced by Communications Consultant

## **Next Meetings**

- Wednesday, October 15, at 8 a.m., Raytheon Room, Wayland Free Public Library
- Monday, November 17, 6:30 p.m., Town Building, Second Floor Small Conference Room
- Wednesday, December 17, 8 a.m., Raytheon Room, Wayland Free Public Library

Respectfully submitted by Nan Jahnke, Trustee, Board Secretary



Wayland Long-Range Planning – Town-Owned Land  
September 11, 2014 – 8:30 AM

Present: Colleen Sheehan, presiding; Mary Antes, Kent Greenawalt (9:00 AM), Frank Krasin, Gretchen Schuler. Also attending: Sarkis Sarkisian, Town Planner; Linda Segal, Molly Upton.

Meeting began with Colleen reporting on the Finance Committee's meeting on September 10<sup>th</sup> at which she noted that there should be one online/webpage repository for all of FinCom's working groups on Long Range Planning. Here posted meetings and minutes should be made available to the public.

Attendees began with a discussion of how to construct a long range municipal plan – who would carry out this task – would there be a survey – would there be consideration of needs against demographic – how often would it be updated?

Logistics: Plan to meet September 19, October 10 and October 24. Add Recreation to FinCom's/Tom Greenaway's chart (attached) and encourage someone from DPW to attend these meetings.

Public Comment: Molly Upton asked about the Orchard Lane land – was there still discussion of the potential of selling it for development. Linda pointed out that it is Zone 2 land that is wooded. It was also pointed out that we should know the allowed use of parcels and then determine whether a parcel is still appropriate for that use.

Discussion continued about what the charter of this working group should be and whether or not a long range planning committee for town-owned land as recommended in the Master Plan should be implemented.

It was noted that there are a number of Master Plans available for certain parcels. For instance Frank noted that the Recreation Commission completed a master plan for the Loker Fields and now is working on a plan to develop those fields. Others that are in process are Library, Senior-Community Center, DPW.

In addition it was noted that the Recreation Commission has assumed "stewardship" of the Rail-Trail when built meaning that it will be responsible for maintenance.

Mention of the rail-trail led to a brief discussion of connectivity as reflected in FinCom Long-Range Planning Topics Chart. Colleen stated that she had indicated that she thought the topic at the bottom of the chart (attached) regarding transportation, sidewalks and rail-trail was about connectivity and perhaps should be rolled into this working group's concerns, particularly with regard to sidewalks. There may be need for a survey of needs to learn whether sidewalks in certain areas of town are needed or wanted by residents.

In order to determine what this community needs or wants it was suggested that a census could be informative followed by results of a Survey asking what are the community needs (not services)? What are the priorities?

The discussion of membership of a Long Range Capital Planning Committee led to consideration of the membership of the Master Plan Advisory Committee which had 11 members from various boards and commissions. Outcomes of this discussion were:

- At most 9 members, perhaps 7 is the correct number
- One rep each from BOS, ConCom, B of PW, Housing Authority, PB, Rec, 1-3 at large appointed by BOS or PB (should there be a rep of FinCom?)
- Representatives of vs members of the respective boards – no conclusion.

Finally consideration of duration of a Long Range Capital Planning Committee ended with a consensus that it would be a permanent committee and probably should be organized as an act of Town Meeting.

The steps that a long range capital planning committee are likely to take include:

- Discussion of the need or want;
- Development of the Concept;
- Construction of the Concept.

Since the group that is promoting a senior-community center are working toward construction of a center it may be useful to use it as a test project to implement whatever process this working group identifies as useful to consider long range planning.

At the end of the meeting Sarki handed out:

- Executive Summary of Master Plan Advisory Committee (2010);
- Chart showing characteristics of Capital Facilities Committees in surrounding towns, and;
- Language Establishing Capital Facilities Committees in surrounding towns.

Linda Segal told of a petitioners' initiative to establish a capital facilities planning and coordinating committee as recommended in the Master Plan 2003. She said that it went before TM in 2008 but failed partly because in January of 2008 the FinCom had established the CIP process. Linda recommended that we get the article and some of back up materials as it may inform this working group's conversations about the same.

Respectfully submitted,

Gretchen G. Schuler

Wayland Finance Committee Draft  
 Long-Range Planning Topics  
 September 10, 2014

<b>Committee Owner</b>	<b>Project</b>	<b>Working Group</b>	<b>Status</b>	<b>Timeline</b>	<b>Future Financial Impact</b>
FinCom	Evaluation of Prior FinCom Goals	Finance Committee (assists from Planning Board, Anette Lewis, and Clifford Lewis)			
FinCom	Peer Towns	Finance Committee (assist from Kent George)			
Planning	Process of Evaluating Town Owned Property	Planning Board, Finance Committee, Library Trustees			
EDC	Development Mix, Increasing Tax Revenues, Open Space, Zoning Bylaw, etc.	Economic Development Committee and Planning Board			
School	Schools	School Committee, Kent George			
BOS/School	Health Care/Benefits for Employees	Board of Selectmen, School Committee, with input from OPEB Committee			
COA	Seniors	Council on Aging (Denise Yurkofsky & Bill Sterling)			
BOS	Efficiencies in Town Government (regionalization & changes within the current structure)	Board of Selectmen (with input from Mike Lowery & Molly Upton)			
FinCom	Financial Policies	Finance Committee			
Library	Library (operational needs and physical plant needs)	Library Trustees			
FinCom	Sustainability of Financial Decisions	Finance Committee (with input from Alice Boelter)			
Planning	Planning (public transportation, sidewalks, rail trail, zoning by-law, etc.)	Planning Board			
FinCom	Challenge Financial Functions on Town Balance Sheet	Finance Committee (with input from OPEB Committee & Audit Committee)			

## Wayland Long-Range Planning – Town-Owned Land

September 18, 2014 – 9:00 AM

Present: Colleen Sheehan, presiding; Mary Antes, Kent Greenawalt, Frank Krasin, Gretchen Schuler. Also attending: Sarkis Sarkisian, Town Planner; Mike Lowery, Linda Segal, Gail Shapiro.

### Distributed:

1. Capital Improvement Plan Criteria List and Scoring Matrix
2. Petitioners Article 2008 TM Establishing a Capital Facilities Planning and Coordinating Committee
3. Building and Capital Facilities Committees in various nearby towns.
4. PB 2005 Draft of Capital Facilities Committee – sent via e-mail after meeting.

Public Comment. Linda told of 2008 petitioners' article to create Capital Facilities Committee. The main criticism at the time of TM was that the FinCom had recently adopted the Capital Improvement Program (CIP) and much would be duplicative. This was distributed (#1).

After some discussion it was decided that this group believes that the CIP picks up where long range capital planning leaves off. Thus there is a need to audit the needs and possibilities and to present a broad overview of what we think we may need in the future – the job of a long range capital planning committee.

Problem Solving. Gail Shapiro discussed the process that a group can use to identify a problem and build a strategy to fix. Ex. Problem: Town does not have a long range plan. Why a problem? Many projects of municipal needs competing for limited space and \$s. Why is that a problem? Causes divisive TM, delayed services, increase of tax \$s....

The steps include:

- Develop Problem Statement: What is the problem? Why is that a problem? Refine the problem.
- Case Statement: Prove that the problem is a problem – Who else is addressing? Where are the gaps?
- Develop Strategic Plan to Solve the Problem: Mission Statement; Goals; Objectives (with built in evaluation process).

Mike Lowery noted that he sees a two-fold question. What is the problem? and What makes us think that we can effect it?

This working group continued to remind itself that the task before this group is to identify a process by which long range planning for town-owned land involving capital projects would be carried out. The process must include defining the problem (short term and long term – dreams) and plans. Those problems and plans could be turned over to a long range planning committee to solve the problem with more public review. A goal would be to understand needs, demographics, visions, and evaluation of inventory of town-owned parcels.



A significant problem is that the needs are too varied and not addressed. We should try to create a forum for vetting and prioritizing needs so that the tax payers may have a say. If priorities are established, citizens have information on which to base decisions. Lack of planning causes delays and can lead to distrust, frustration, and divisiveness.

In evaluating land – must have an inventory and must consider legally which part of the town controls land and how it can be used – whether deed restricted. Then consider all other plans: Master Plan, other master plans for individual properties, Open Space and Recreation Plan (OSRP), Affordable Housing Plan, Capital Efficiency Plan for Water, Road Maintenance Plan (priorities), current CIP, Cemetery Expansion, and National Heritage & Endangered Species' Plan.....etc. In addition to analyzing land, group should consider the current facilities management plan and conditions assessment that may already be available. FinCom would have costs of annual operations and 5-year capital expenditures, all information that would go into analyzing land and projects.

Need public meetings similar to the forums that the Master Planning Committee held to inform the public – express the process graphically – and to set priorities. A capital facilities plan should consider whether town-owned parcels are being used in the best way. One significant issue that leads to TM confusion is that citizens are asked to vote on a particular plan but do not know the alternatives – those too should be part of any educational information. In addition to forums a survey may be a useful way to gain resident input – every 5 years perhaps.

Colleen will send e-mail to Conservation Commission, School Committee, FinCom's CIP committee to see if anyone wants to join the working group.

At end of meeting Mary Antes reminded us that the BOS has a process for disposal of town-owned land that may be informative in this process.

Town-Owned Land Map and List. Gretchen will talk to Alf and Brendan about updating list of town-owned land with additional information columns: Address, acreage, zoning, aquifer zone, deed restrictions on land, adjacency to other town owned land, aggregation potential and prior use.

**NEXT MEETING – OCTOBER 3 at 9:00 AM.** Meetings for October 10 and 24 remain as options for the time being.

Adjourned at 9:40 AM.

Respectfully submitted,

Gretchen G. Schuler

**Municipal Affordable Housing Trust Fund (MAHTF)  
Meeting Minutes – September 10, 2014**

**Attendance:** Mary Antes; Stephen Greenbaum; Kevin Murphy; Brian O’Herlihy; Armine Roat; and Susan Weinstein.

**Absent:** Jacqueline Ducharme

**Others in attendance:** Mark Lanza, Town Counsel.

**Open Meeting:** M. Antes called the meeting to order at 7:40 P.M. at the Wayland Town Building. B. O’Herlihy agreed to keep the minutes of the meeting.

**Public Comment:** None.

**Previous Minutes:** Not Applicable.

**Materials Distributed:** Draft Declaration of Trust – Town of Wayland, Municipal Affordable Housing Trust Fund.

**Notes:**

- 1) M. Lanza briefed the Trustees on the legal status and role of the MAHTF as well as the role of the Trustees in managing the affairs of the MAHTF and responded to questions posed by the Trustees.
- 2) M. Lanza reviewed the draft Declaration of Trust – Town of Wayland, Municipal Affordable Housing Trust Fund (“Declaration of Trust”) with the Trustees and responded to questions posed by the Trustees. In M. Lanza’s opinion, a number of the questions posed by the Trustees require clarification in the Declaration of Trust and he agreed to edit the document and provide the Trustees with clean and redlined copies for their review at the next scheduled MAHTF meeting.
- 3) M. Lanza provided the Trustees with his input on a number operating issues including, but not limited to, (i) securing a separate tax identification number for the MAHTF to facilitate opening one or more investment accounts; (ii) confirming with the Assistant Town Administrator that the Trustees would be covered under the Town of Wayland’s insurance policies provided by MIIA – if not, suggested having the MAHTF secure its own insurance coverage; (iii) adoption of by-laws that serve to provide the Trustees with a framework for governance; and (iv) opportunities to secure partial funding from the Community Preservation Fund.
- 4) The Trustees discussed the selection of a Chair, Vice Chair and Clerk and, following such discussion the following motions were moved and approved:
  - a) K. Murphy moved that M. Antes serve as Chair. S. Weinstein seconded. Motion approved 6-0.

- b) S. Weinstein moved that S. Greenbaum serve as Vice Chair. K. Murphy seconded. Motion approved 6-0.
  - c) S. Weinstein moved that B. O’Herlihy serve as Clerk. K. Murphy seconded. Motion approved 6-0.
- 5) The Trustees set the next meeting for Wednesday, September 17, 2014 at 7:30 P.M. at the Wayland Town Building with the primary purpose for the meeting being the review of the revised Declaration of Trust and, if it meets with the approval of the Trustees, execution of such document and authorizing M. Lanza to have the document recorded at the Middlesex South Registry of Deeds and with the Wayland Town Clerk.

M. Antes agreed to post the meeting date/time and agenda.

Adjourn: S. Weinstein moved to adjourn the meeting at approximately 9:10 P.M. K. Murphy seconded. Motion approved 6-0.

Respectfully submitted,

Brian T. O’Herlihy

# WAYLAND BOARD OF PUBLIC WORKS

Wayland Town Building

September 23, 2014

7:00 PM

## MEETING MINUTES

M. Lowery (Chair), C. Brown, B. Goldsmith, J. Mishara, M. Wegerbauer, S. Kadlik (Director)

Meeting opened at 7:00 PM

(Lowery announced that the meeting is being videotaped and recorded)

Lowery opened the meeting with a review of the agenda.

Lowery made a request for public comment.

### **Public Comment**

Mike Lowery – 120 Lake Shore Drive, wished to thank the DPW for their work in preparing the roads in the Dudley Pond area prior to a recent foot race.

Lowery noted that a letter from George Bernard of 103 East Plain thanking the DPW for work recently performed near his residence.

### **Water Abatement Requests**

Lowery described the status of the Town of Wayland's 20-Year Water permit, its impending renewal, and anticipated changes in state water permitting regulations.

Lowery discussed the Board of Public Works policy regarding the granting of abatements for irrigation issues.

Lowery ceded the chair to Brown.

Brown explained the water abatement process and how they are calculated and processed.

### **8 Rowan Field Road**

Jeffrey Carp – 8 Rowan Field Road, appeared before the Board to discuss his request for water abatement.

Lowery requested that the Building Department be asked to inform new homeowners and builders of irrigation regulations regarding new construction.

The Board discussed the water usage history of 8 Rowan Field Road.



Wegerbauer discussed the proposed radio-read meter program that the Board hopes to adopt, and explained its help in identifying water leaks.

Brown made a motion to abate the 2/6/2014 water bill of 8 Rowan Field Road down to 16,800 cubic feet, waiving all interests and penalty fees.

Mishara 2<sup>nd</sup>. All in favor.

### **188 Cochituate Road**

Mitchell Keegan – 188 Cochituate Road, appeared before the Board to discuss his request for water abatement.

The Board discussed the water usage history of 188 Cochituate Road.

The Board discussed the cause of the leak and the current status of the irrigation system.

Lowery requested that an abatement be authorized only after an irrigation permit application is filed.

Brown made a motion to abate the 12/23/2013 water bill of 188 Cochituate Road down to 10,100 cubic feet, waving all interest and penalty fees, pending the filing of an irrigation permit showing the area of the irrigation system.

Mishara 2<sup>nd</sup>, all in favor.

### **9 Bow Road**

Frank Gorke – 9 Bow Road, appeared before the Board to discuss his request for water abatement.

Lowery asked Gorke the age of his irrigation system.

Gorke replied that he is uncertain of the system's age, but it was in place when he moved into the home approximately three years ago.

Lowery asked Gorke what the irrigated area of his property is.

Gorke estimated that the irrigated area is between 10,000 and 12,000 square feet.

The Board discussed the water usage history of 9 Bow Road.

Brown made motion to abate the 2/6/2014 water bill to 7300 cubic feet, waiving all interest and penalty fees, pending the receipt of an irrigation permit.

Mishara 2<sup>nd</sup>, all in favor.

### **36 Claypit Hill Road**

The Board discussed the usage history of 36 Claypit Hill Road, and noted that an abatement was previously granted.

Brown noted that the Board is not looking to act on the abatement request without the homeowner present.

The Board discussed the nature of a past administrative abatement that had been granted.

Mishara noted that the Board would like a written statement from homeowner regarding the nature of the abatement being sought.

Brown ceded the chair to Lowery at 7:36 PM.

### **Board Vote to Authorize Town Administrator Nan Balmer to Sign Contract Documents for the DPW**

The Board discussed the nature of this request.

Lowery noted that the Board has not granted such authorization in the past.

The Board asked that clarification be sought, and the item be added to the next meeting agenda.

Lowery made a motion that the Board of Public Works authorizes Nan Balmer, as Wayland's Town Administrator, to execute such contracts and agreements as have been approved by vote of the Board of Public Works.

Mishara 2<sup>nd</sup>, all in favor.

The Board requested that their motion be transmitted to Town Counsel for review.

### **Participation in Long-Range Land Use Planning – Subgroup on Town-Owned Parcels**

Lowery discussed the Planning Board subgroup addressing the usage of town-owned lands.

Lowery offered to attend the land-use meetings and report back to the Board.

Brown made a motion for the Board to support Lowery's attendance of the meetings of the Planning Board Subgroup on Town-Owned Parcels.

Mishara 2<sup>nd</sup>; Mishara, Brown, Goldsmith, Wegerbauer in favor; Lowery abstain.

### **Proposed Rt. 27 Sidewalk – Cost & Funding Sources**

The Board discussed the status of the project with Kadlik.

Kadlik noted the construction estimate from TEC is \$151,000.

Lowery asked Kadlik if the project is being run by Planning Board.

Kadlik confirmed that the project was currently under the authority of the Planning Board.

The Board discussed the appropriate level of involvement of the DPW in the project.

Wegerbauer noted that in his opinion it would need to be a collaborative project between the Planning Board and the DPW.

The Board discussed funding options for the project.

Wegerbauer suggested that an article for Town Meeting be initiated by the Planning Board and supported by the DPW.

Lowery noted that in his opinion, the DPW should oversee the installation of sidewalks in town.

Brown noted that in his opinion the DPW should have only limited involvement in the project.

Lowery asked if the design of the sidewalk has been reviewed by the Conservation Commission.

Kadlik replied that it has, and the Conservation Commission has no issues with the project.

Lowery suggested that it be communicated to Town Planner Sarkis Sarkisian that the Board of Public Works supports the project, but it is the job of the Planning Board to present an article at Town Meeting.

Lowery added that the DPW would support such an article and would oversee the construction of the project.

Goldsmith asked if the budget includes all permitting costs.

Kadlik noted that he believes the permitting is already done.

Goldsmith suggested that Kadlik discuss with Brian Monahan of the Conservation Commission if an NOI needs to be filed.

Lowery clarified that Sarkisian should discuss the status of an NOI with Moynihan.

### **Discussion of the Process of Conducting Traffic Calming Hearings**

Wegerbauer noted his desire to see data relating to all open traffic calming requests.

Mishara noted that there are potentially open traffic calming requests for Millbrook, Glen, and Glezen East, are potentially open requests.

Wegerbauer asked Kadlik how many speed bumps are on Glezen East.

Kadlik noted there are two temporary speed bumps on Glezen East, with nine permanent of Glezen West.

The Board discussed ways to address traffic calming requests more efficiently.

Mishara noted that input from the Police Department is necessary to process traffic calming requests.

### **Briefing by Bob Goldsmith on Library Drainage Project**

Lowery discussed the nature of a project to improve drainage at the library.

Goldsmith discussed with the Board the status of the library drainage improvement project and noted proposed changes to the storm water drainage of the area.

Goldsmith discussed his conversation with Ian Catlow, of Tighe and Bond, for a rough cost estimate to replace the culvert under Route 20 and the culvert under the entrance to the Town Building off of Pelham Island Road, noting the estimate is \$340,000.

Kadlik discussed past work that had been conducted by the DPW to the drainage system in the area, and distributed an image depicting the work.

Lowery noted the lack of project plan and description available for the project.

Brown asked Kadlik if he felt comfortable potentially taking over the project.

Kadlik replied that he did.

Lowery noted that the project will take the combined efforts of the Conservation Commission, DPW, and the Library Trustees.

Goldsmith expressed his concern regarding the discharge of storm water into wetlands, and suggested the issue be addressed with the Conservation Commission prior to proceeding with additional design.

Lowery expressed his desire to have a project re-org meeting between all involved parties prior to proceeding with the project.



## **Board Members' Reports, Concerns, and Updates**

### **DPW Garage Update**

Mishara noted that there are no updates, although the PMBC is scheduled to meet on Tuesday, September 30.

### **Landfill Access Road Update from Town Counsel**

Lowery noted that the DEP had communicated its support of the recent decision, and provided an update on the potential future direction of the appeals process.

### **Status of drum removal from Castle Hill conservation**

Lowery asked Kadlik if anything further removal has occurred.

Kadlik that no further removal has occurred, and that he is awaiting the approval to proceed from Brian Moynihan and Conservation Commission Chair Sherre Greenbaum.

### **River's Edge Advisory Committee**

Wegerbauer noted that the Committee has not met, and will next meet on Tuesday, September 30.

### **Update from Energy Advisory Committee on Solar Survey**

Lowery noted that Ameresco has determined the proposed solar site at the landfill is too steep, leaving the only potential solar installation on DPW land the roof of the new DPW facility.

The Board discussed the recent Touch-A-Truck event and the participation of the DPW.

Kadlik discussed recent meetings with the Recreation Department and the new Recreation Director Jessica Brodie.

## **Topics not reasonably anticipated by the Chair**

Kadlik noted that the Transfer Station construction is going well.

Kadlik noted that the Route 20 water main replacement is going well and on schedule.

Kadlik noted that 700 feet of water main is being replaced in-house on Sedgemoor Drive by the Water Division with assistance from the Highway Division.

## **Review and Approve Minutes**

Lowery noted a spelling correction on Page 7.

Mishara noted an amendment to the wording of the motion entering into executive session.

Brown noted that the agenda item 'Executive Session to Approve the Executive Session Minutes of the 9/10/2014 BoPW Meeting' should be added to the next meeting.

Brown made motion to accept the minutes of the 9/10/2014 BoPW Meeting as amended.

Mishara 2<sup>nd</sup>, all in favor.

Goldsmith made motion to adjourn.

Brown 2<sup>nd</sup>, all in favor.

Meeting adjourned at 8:58 PM.

RECEIVED

OCT 14 2014



Board of Selectmen  
Town of Wayland

**MBTA Advisory Board**

177 Tremont Street, Boston, MA 02111

Tel: (617) 426-6054 Fax: (617) 451-2054

October 9, 2014

TO: Chief Elected Officials

FR: Paul Regan, Executive Director, MBTA Advisory Board  
Marc Draisen, Executive Director, Metropolitan Area Planning Council

**RE: Municipal Elections to the Boston Region Metropolitan Planning Organization**

We are pleased to forward the 2014 MPO Ballot, the candidates' statements of candidacy, and the election procedures for the elected municipal seats on the Boston Region Metropolitan Planning Organization (MPO).

This year there are four (4) municipal open seats on the MPO. The Town of Lexington is running unopposed for the At-Large Town seat. The City of Everett is running unopposed for the At-Large City Seat. The City of Beverly is running unopposed for the North Shore Task Force seat. The town of Medway is running unopposed for the South West Advisory Planning Committee seat.

**Key Dates and Locations:**

October 28, 2014	Absentee Ballots Due 5:00 PM delivered by mail or in person <u>(No Fax or Email)</u> to: BOSTON REGION MPO ELECTIONS Metropolitan Area Planning Council <i>60 Temple Place, 6<sup>th</sup> Floor</i> <i>Boston, MA 02111</i>
October 29, 2014	MPO Municipal Election At MAPC Fall Council Meeting, 9:00AM Marriott Courtyard; 275 Tremont St; Boston 02116

### **Voting Rules:**

One vote may be cast by each of the Chief Elected Officials of the 101 municipalities in the Boston region, for each open seat (there are 4 open seats). Ballots may be cast by one of the following ways:

1. By the CEO, in-person, on October 29, 2014 at MAPC Fall Council Meeting.
2. By Absentee Ballot, delivered by mail or in-person to MAPC by 5:00 PM the day before the election, October 28, 2014.
3. By a designee, in-person, on October 29, 2014 at MAPC Fall Council Meeting.

Each Chief Elected Official or their designee, regardless of which sub-region they are in, or whether they represent a city or a town, may cast one vote for each of the two open MPO seats (for a total of 4 votes cast).

### **Appointing Designees:**

Designees shall present a signed letter or signed MPO Ballot by the CEO of the municipality they are representing, to MAPC staff prior to the election or by 9:00 AM on the day of the election. Designees may represent only one municipality in the election.

### **Certification of Results:**

The results of the election shall be certified by the Chairman of the MPO by 12 noon on Friday October 31, 2014.

### **First MPO Meeting:**

The Boston Region MPO regularly meets at 10:00 AM on the first and third Thursdays of every month. Candidates that are elected to the MPO are asked to plan to attend their first MPO meeting on November 6, 2014 at 10:00 AM. The meeting is estimated to last two hours but may last longer. It will be held in conference rooms 2 and 3 in the State Transportation Building, 10 Park Plaza, Boston. If you have questions about the meeting, please contact Pam Wolfe, Manager, Certification Activities, 617-973-7141 or [pwolfe@ctps.org](mailto:pwolfe@ctps.org)

We appreciate the interest shown by the candidates in choosing to serve in these seats on the MPO and for your interest in this important matter. We look forward to your participation. Please contact Eric Bourassa at MAPC (617-933-0740) or Paul Regan, Executive Director of the MBTA Advisory Board (617-426-6054), if you have any questions concerning this election.



# 2014 MPO Absentee Ballot

The MPO Election will be held on Wednesday, October 29, 2014  
At MAPC Fall Council Meeting, 9:00 AM  
Marriott Courtyard; 275 Tremont St; Boston 02116

**Absentee ballots must be delivered by October 28, 2014  
via mail or in person (No Fax or Email) by 5 PM to:  
BOSTON REGION MPO ELECTIONS  
*Metropolitan Area Planning Council  
60 Temple Place, 6<sup>th</sup> Floor  
Boston, MA 02111***

Each Chief Elected Official, regardless of which sub-region they are in, or whether they represent a city or a town, may cast one vote for each of the four open MPO seats.

## Chief Elected Official may:

### Vote for only one from the North Shore Task Force

Beverly Michael P. Cahill, Mayor

### Vote for only one from the South West Advisory Planning Committee

Medway Dennis P. Crowley, Chair Board of Selectmen

### Vote for only one At-Large City

Everett Carlo DeMaria, Mayor

### Vote for only one At-Large Town

Lexington Joseph N. Pato, Chair Board of Selectmen

Municipality \_\_\_\_\_ Chief Elected Official \_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Print or type name)

(see back for more information)

**Fill this box out only if you (Mayor or Chair Board of Selectman) are appointing someone to vote in your place in person on October 29<sup>th</sup> at the MAPC Fall Council Meeting.**

**Designation of alternate (by Mayor or Chair Board of Selectman):**

I hereby authorize \_\_\_\_\_ to cast the ballot for \_\_\_\_\_  
(name) (municipality)

\_\_\_\_\_  
**Chief Elected Official (signature)**

\_\_\_\_\_  
**Date**



**CITY of BEVERLY**  
**OFFICE of the MAYOR**

*191 Cabot Street*  
*Beverly, Massachusetts 01915*  
*Phone (978) 921-6000*  
*Fax (978) 922-0285*

***Mayor***

*Michael P. Cabill*

***Chief of Staff***

*Kevin Harutunian*

***Executive Secretary***

*Martha A. Lewis*

**STATEMENT OF QUALIFICATIONS**

I am a life long North Shore resident bringing over 20 years of experience working to promote North Shore regional priorities, ten of those years serving as the State Representative for the City of Beverly. I will bring a strong commitment to working collaboratively and effectively as an advocate for the infrastructure needs of the North Shore Task Force region.

The City of Beverly is uniquely situated at the intersection of the North Shore and Cape Ann. The region is characterized by a mix of community types from regional urban hubs, as defined in MAPC in MetroFuture, to suburban and rural communities. Beverly is itself a microcosm of the region with a compact mixed-use downtown served by multiple transportation options, commercial suburban centers and office parks to neighborhoods rural in character. The City benefits from hosting five commuter rail stations and is well served by regional transportation infrastructure including route 128 and the Beverly Municipal Airport. Our experiences in Beverly lend a unique perspective that aligns with many of the region's transportation needs.

Transportation planning and investment are critical components to providing a high quality of life to the residents and in successfully growing the economies of communities in the NSTF area. It is my view that transportation needs to be viewed in the context of land use and economic growth and should be considered regionally to efficiently and equitably utilize transportation funding. I will be an engaged board member and a strong advocate for projects that are important for each community and region.

2014 MPO Statement of Candidacy

At-Large City

Municipality: City of Everett

Chief Elected Official: Carlo DeMaria, Mayor

It is with great pleasure that I formally announce my candidacy for election to the Metropolitan Planning Organization (MPO) as the At-Large City candidate.

The City of Everett has been an active member of the MPO for nearly fifteen years. During my time as part of the MPO, I have worked closely with other members on the development of the Transportation Improvement Program (TIP), the Long Range Transportation Plan, and other important transportation initiatives for our communities and our region. In addition, I serve on the Congestion Management Committee and previously served on the Unified Planning Work Program Committee, and the TIP Criteria Subcommittee. I strongly believe that my past experience allows me to be a well-educated representative working for you and our region.

As the Mayor of Everett, I am particularly aware of the transportation issues we face within our communities and region. One of my major priorities will be to continue to support transportation projects that help address mobility and connectivity needs, foster economic development, improve safety, and enhance community livability while supporting responsible environmental stewardship, and sustainable land use and development patterns.

For all these reasons it will be my great privilege to continue to represent all of the 101 municipalities in our region, and I look forward to working with you and your staff on future transportation issues.

Thank you in advance for your consideration.



## **Lexington seeks re-election to the Boston MPO**

Lexington is seeking to be re-elected to the Boston MPO at-large Town membership that will begin in November, 2014. Lexington was elected to this three year position in 2011, and has made positive contributions to the MPO regional transportation planning and programming activities and results. Lexington has a 100 % attendance/participation record at MPO meetings.

As a whole, Lexington continues its deep interest and significant record in regional transportation issues. Lexington is bisected by Route 128 and is at the edge of the T's service area. Our residents (and thousands of others who work in Lexington) rely on both transit and roadway infrastructure to get around the metropolitan area. We are oriented equally towards both Boston and to the outer suburbs. As a MAGIC subregion member, we understand transportation needs of developing and mature suburbs.

Lexington is at the forefront in local transit services and bikeways, especially in our local Lexpress mini-bus system, and the Minuteman Commuter Bikeway. Lexington collaborates with area towns in improving inter-town transit services, and participates in public/private partnerships.

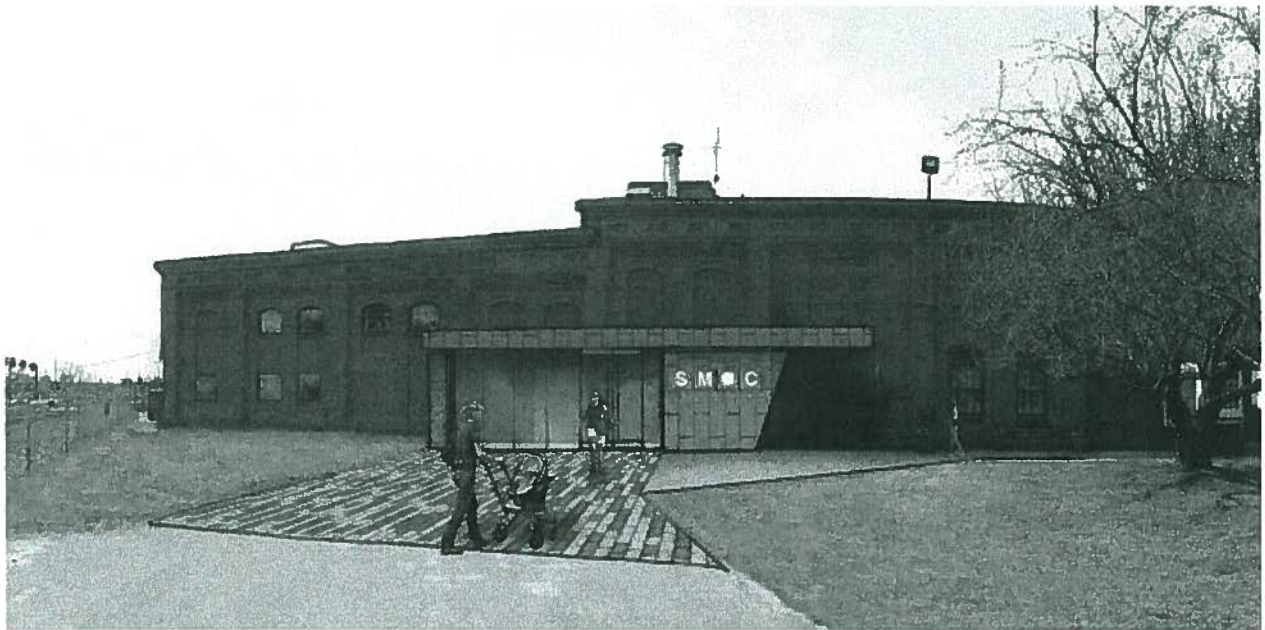
Joe Pato, Selectmen Chair, will continue to designate Richard Canale, Planning Board member, to represent Lexington. Richard, the current designee to the Boston MPO, is a former Advisory Council chair, and served on the Boston MPO (FFY02/03) as the Council's representative. He directly understands MPO member responsibilities and need for regional collaboration/solutions. He impartially represents all 101 MPO communities while ensuring that the needs and voices of the 78 MPO towns are fairly represented. Richard advocates for strong public participation, equity, transparency, and consistency.

Richard Canale  
Lexington Planning Board Member  
Lexington designee to the MPO  
(781) 861-0287  
richard.canale@gmail.com

Joseph N. Pato  
Lexington Selectmen Chair  
Chief Elected Official  
(781) 698-4580  
Selectmen@lexingtonma.gov

September 4, 2014

*Please join us for an  
Open House and  
Ribbon Cutting Ceremony  
to celebrate  
SMOC's new home in Framingham.*



*Tuesday, October 21<sup>st</sup> 3:00-5:00 PM  
7 Bishop Street, Framingham, MA 01702*

*Tours of the new building will be provided along with light refreshments.*

*Please RSVP to [heagles@smoc.org](mailto:heagles@smoc.org)*

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## DiNapoli, MaryAnn

---

**From:** Balmer, Nan  
**Sent:** Thursday, October 09, 2014 11:53 AM  
**To:** DiNapoli, MaryAnn  
**Subject:** FW: MSA Conference 10/25

### Correspondence for Board

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**From:** Megan Devine [mailto:mdevine@mma.org]  
**Sent:** Thursday, October 09, 2014 10:42 AM  
**Subject:** MSA Conference 10/25

Dear MMMA Member,

The MMA's Fall Conference for Selectmen is Saturday October 25th at the Tri-County Regional Vocational Technical High School in Franklin. Invitations have been sent out, but if you could encourage Selectmen in your community to attend this event it would be a great help. Thank you very much!

**[Click here for the agenda, registration information and directions.](#)**

This event has no cost but registration is required.

<http://www.mma.org/events-mainmenu-47/mma-calendar/eventdetail/743/-/mma-s-fall-conference-for-selectmen>

Megan J. Devine  
Member Services Coordinator  
Massachusetts Municipal Association  
One Winthrop Square  
Boston, MA 02110

617-426-7272 x104  
[mdevine@mma.org](mailto:mdevine@mma.org)

Follow us on Twitter: @massmunicipal

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