



NAN BALMER
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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, December 1, 2014
Wayland Town Building
Selectmen's Meeting Room
Revised Proposed Agenda

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

- 6:00 pm 1.) Open Meeting and Enter into Executive Session pursuant to Massachusetts General Laws Chapter 30A, Section 21a(3), with the Wastewater Management District Commission, to Discuss Strategy with Respect to Pending Litigation regarding the Case of Twenty Wayland, LLC and the Town of Wayland; and to Discuss Strategy with Respect to Pending Litigation and Collective Bargaining; and pursuant to Massachusetts General Laws Chapter 30A, Section 21a (2) to Discuss Strategy with Respect to Contract Negotiations with Nonunion Personnel (Town Administrator), and to Review and Consider for Approval and Potential Release the Following Executive Session Minutes Relative to the Said Subjects:
- August 26, 2013
 - April 8, 2014
 - April 28, 2014
 - May 5, 2014
 - May 12, 2014
 - May 19, 2014
 - June 23, 2014
 - July 28, 2014
- 7:00 pm 2.) Call to Order by Chair
- Announcements; Review Agenda for the Public
- 7:02 pm 3.) Public Comment
- 7:05 pm 4.) Consideration and Potential Vote to Approve Teamster's Memorandum of Agreement for a Successor Collective Bargaining Agreement Effective July 1, 2014
- 7:10 pm 5.) Consideration and Potential Vote to Allow Personnel Board to Access Special Labor Counsel to Review Open Meeting Law Complaint
- 7:15 pm 6.) Tax Classification Hearing – Presentation by the Board of Assessors of Tax Classification Options; Potential Vote of the Board of Selectmen on Tax Classification; Review of Tax Recapitulation Sheets and Supporting Documents

BOARD OF SELECTMEN
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Proposed Agenda Page Two

- 8:15 pm 7.) Report from Building Commissioner Jay Abelli regarding Used Car Dealer Licenses
- 8:25 pm 8.) Review and Potential Vote to Appoint Melanson and Heath as Independent Auditor
- 8:35 pm 9.) Review and Potential Vote to Open Warrant for 2015 Annual Town Meeting and Annual Town Election
- 9:05 pm 10.) Review and Set Meeting Schedule for Board of Selectmen, December 1, 2014 through April 6, 2015
- 9:10 pm 11.) Authorize Chair to Sign Fee Agreement with the Firm of Anderson & Krieger LLP which Includes the Appointment of Counsel as Special Municipal Employee under Massachusetts General Laws Chapter 268A
- 9:15 pm 12.) Review and Approve Consent Calendar (See Separate Sheet)
- 9:20 pm 13.) Review Correspondence (See Separate Index Sheet)
- 9:25 pm 14.) Report of the Town Administrator
- 9:35 pm 15.) Selectmen's Reports and Concerns
- 9:40 pm 16.) Topics Not Reasonably Anticipated by the Chair 48 Hours in Advance of the Meeting, If Any
- 9:45 pm 17.) Adjourn



TOWN OF WAYLAND

41 COCHITUATE ROAD
WAYLAND, MASSACHUSETTS 01778

DATE: November 25, 2014
TO: Board of Selectmen
FROM: John Senchyshyn, Asst. Town Administrator/HR Director
RE: Personnel Board Access for Special Labor Counsel

On November 18, 2014 George Harris filed an OML Complaint with the Personnel Board. At issue are executive session minutes which were redacted and released by the Board. Mr. Harris believes the redactions are excessive and has asked the AG's Office for an "in camera" review of the executive session minutes. These redactions are pertinent to negotiation strategy, grievances and employee settlement agreements containing confidentiality clauses.

At its meeting on November 24, 2014 the Personnel Board requested Labor Counsel from Deutsch Williams review the redactions. The outcome of this complaint will have implications for future Personnel Board executive session minutes and, by extension, Board of Selectmen executive session minutes.

Since this review has its roots in an OML Complaint rather than usual labor matters, I recommended that the Board seek approval of the Selectmen prior to accessing counsel. I have contacted Deutsch Williams. Counsel estimates the review to be approximately 2 hours. There are 12 sets of minutes averaging 2 pages per meeting to be reviewed. Estimated cost is approximately \$400.00.

On behalf of the Personnel Board, I appreciate your consideration of this request.

CC: Personnel Board



Town of Wayland Fiscal Year 2015 Tax Classification Hearing

**BOARD OF SELECTMEN
DECEMBER 1ST, 2014**

**PREPARED BY:
BOARD OF ASSESSORS
SUSAN RUFO, CHAIR
JAYSON BRODIE, VICE CHAIR
MOLLY UPTON
ZACHARIAH VENTRESS
DAVID HILL**

ELLEN BRIDEAU, DIRECTOR OF ASSESSING

Purpose of this Hearing



- To adopt the Town's Tax Policy by allocating or classifying the tax levy among the property types

Action Required by Board of Selectmen

- The Board of Selectmen will vote tonight on how to adopt the Tax Rate Policy;
 - As a single or uniform tax rate
 - As a multiple or split tax rate
 - To implement a Small Commercial Exemption
 - To implement a Residential Exemption

Property Assessment Review

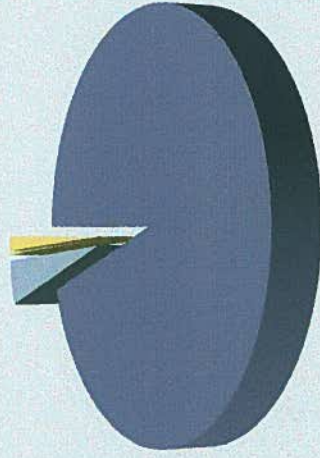
- This year residential values increased.
- Property values are driven by the sales market.
- Overall, the residential single family home sales continue to be strong.
- The average residential single family assessment increased from \$598,700 to \$655,200, an increase of 9.4%.

Property Assessment Review (continued)

Commercial, Industrial and Personal Property (CIP) values have not increased at the same rate. Therefore, this year there is a slight shift from CIP to Residential.

	Residential	CIP
Fiscal Year 2014	94.4831%	5.5169%
Fiscal Year 2015	94.9030%	5.097%
Shift	0.4199%	-0.4199%

Classification Percentages



- Residential (RES)
- Commercial (CIP)
- Industrial (CIP)
- Personal Property (CIP)

Class	Value	Percentage by Total Percentage Property Type by Property Class
Residential (RES)	3,074,997,622	94.9030%
Open Space	0	0.0000%
Commercial (CIP)	120,350,478	3.7144%
Industrial (CIP)	4,518,710	0.1395%
Personal Property (CIP)	40,279,600	1.2431%
Total	3,240,146,400	100.0000%
		94.9030% (RES)
		5.0970% (CIP)
		100.0000%

New Growth



- New Growth was certified at \$ 30,314,297 in Assessed Value, or \$ 555,313 in Tax Levy Growth.
- New growth has fallen behind projections.
- Wayland is a Chapter 653 community, which means that construction activity is valued up to June 30th.
- Construction activity from June 30th, 2013 to June 30, 2014 was not as strong as prior years.
- As of June 30th, 2014 Wayland Town Center still had not received certificates of occupancy for Boston Sports Club, portions of the medical office building as well as portions of the original retail space.
- It is anticipated that residential category will continue to see the majority of growth in the upcoming years with the construction of condominiums at River Trail Place and Village Lane as well as the Covered Bridge and Michael Road subdivisions.

Classification Alternatives

- The options presented for consideration are:
 - Selection of a Minimum Residential Factor
 - Granting of a Residential and/or Small Commercial Exemption

Selection of Minimum Residential Factor

- A residential factor of 1.00 will result in the taxation of all property at the same rate (single tax rate).
- A residential factor of less than 1.00 increases the share of the levy raised by commercial, industrial and personal property (CIP) owners and reduces the share paid by residential property owners (split tax rate).
- The minimum residential factor for the Town of Wayland for Fiscal Year 2015 is 97.3146, as defined by the Department of Revenue*.

*SOURCE: MA DOR - LA7 – Exhibit A: Minimum Residential Factor

Potential Impact of Shifting the Residential Factor



CIP SHIFT	Residential Factor	Residential Share Percentage	CIP Share Percentage	Residential Tax Rate per Thousand	CIP Tax Rate Per Thousand
1.00	100.000	94.4831%	5.5169%	\$18.33	\$18.33
1.10	99.4161	93.9314%	6.0686%	\$18.22	\$20.16
1.20	98.8322	93.3797%	6.6203%	\$18.12	\$22.00
1.30	98.2483	92.828%	7.172%	\$18.01	\$23.83
1.40	97.6644	92.2763%	7.7237%	\$17.90	\$25.66
1.50	97.0805	91.7246%	8.2754%	\$17.79	\$27.49

Please see Exhibit B What if...Scenario Worksheet for shift options in 1% increments.

SOURCE: Exhibit B = MA DOR – SCENARIO WORKSHEETS

Fiscal Year 2015 Residential Tax Rate Options



CIP Shift	CIP Tax Rate	Res Factor	Residential Tax Rate	Example Single Family Assessment	Example Single Family Assessment	Average Single Family Assessment	Example Single Family Assessment	Example Single Family Assessment
1	18.39	100	18.39	\$300,000	\$400,000	\$655,200	\$800,000	\$1,000,000
1.1	20.23	99.4629	18.29	\$5,517.00	\$7,356.00	\$12,049.13	\$14,712.00	\$18,390.00
	1.84	\$Diff	-0.10	\$5,487.00	\$7,316.00	\$11,983.61	\$14,632.00	\$18,290.00
				(\$30.00)	(\$40.00)	(\$65.52)	(\$80.00)	(\$100.00)
1.2	22.07	98.9259	18.19	\$5,457.00	\$7,276.00	\$11,918.09	\$14,552.00	\$18,190.00
	3.68	\$Diff	-0.20	(\$60.00)	(\$80.00)	(\$131.04)	(\$160.00)	(\$200.00)
1.3	23.91	98.3888	18.09	\$5,427.00	\$7,236.00	\$11,852.57	\$14,472.00	\$18,090.00
	5.52	\$Diff	-0.30	(\$90.00)	(\$120.00)	(\$196.56)	(\$240.00)	(\$300.00)
1.4	17.99	97.8517	17.99	\$5,397.00	\$7,196.00	\$11,787.05	\$14,392.00	\$17,990.00
	25.75	\$Diff	-0.40	(\$120.00)	(\$160.00)	(\$262.08)	(\$320.00)	(\$400.00)
1.5	27.58	97.3147	17.90	\$5,370.00	\$7,160.00	\$11,728.08	\$14,320.00	\$17,900.00
	9.19	\$Diff	-0.49	(\$147.00)	(\$196.00)	(\$321.05)	(\$392.00)	(\$490.00)

Fiscal Year 2015 CIP Tax Rate Options



CIP Shift	Residential Tax Rate	CIP Tax Rate	Example Commercial Assessment	Example Commercial Assessment	Average Commercial Assessment	Example Commercial Assessment	Example Commercial Assessment	Example Commercial Assessment
1	18.39	18.39	\$7,356.00	\$11,034.00	\$17,759.22	\$22,068.00	\$27,585.00	\$1,500,000
1.1	18.29	20.23	\$8,092.00	\$12,138.00	\$19,536.11	\$24,276.00	\$30,345.00	\$1,200,000
\$ Difference	-0.10	1.84	\$736.00	\$1,104.00	\$1,776.89	\$2,208.00	\$2,760.00	\$1,500,000
1.2	18.19	22.07	\$8,828.00	\$13,242.00	\$21,313.00	\$26,484.00	\$33,105.00	\$1,500,000
\$ Difference	-0.20	3.68	\$1,472.00	\$2,208.00	\$3,553.78	\$4,416.00	\$5,520.00	\$1,500,000
1.3	18.09	23.91	\$9,564.00	\$14,346.00	\$23,089.89	\$28,692.00	\$35,865.00	\$1,500,000
\$ Difference	-0.30	5.52	\$2,208.00	\$3,312.00	\$5,330.66	\$6,624.00	\$8,280.00	\$1,500,000
1.4	17.99	17.99	\$7,196.00	\$10,794.00	\$17,372.94	\$21,588.00	\$26,985.00	\$1,500,000
\$ Difference	-0.40	25.75	(\$160.00)	(\$240.00)	(\$386.28)	(\$480.00)	(\$600.00)	\$1,500,000
1.5	17.90	27.58	\$11,032.00	\$16,548.00	\$26,634.01	\$33,096.00	\$41,370.00	\$1,500,000
\$ Difference	-0.49	9.19	\$3,676.00	\$5,514.00	\$8,874.78	\$11,028.00	\$13,785.00	\$1,500,000

Fiscal Year 2014 Tax Rate Comparison

Peer Municipalities	2014 Average Single Family Tax Bill	Residential Total Assessed Value	CIP Total Assessed Value	Total Assessed Value	R/O % of Total Value	CIP % of Total Value	Total Tax Levy	R/O % of Total Levy	CIP % of Total Levy	Residential Tax Rate	CIP Tax Rate
Carlisle	\$12,732	\$1,215,263,695	\$ 23,658,297	\$1,238,921,992	98.1	1.9	\$ 23,093,506	98.09	1.91	\$ 18.64	\$ 18.64
Cohasset	\$10,787	\$2,364,598,033	\$ 177,679,428	\$2,542,277,461	93.0	7.0	\$ 31,880,159	93.01	6.99	\$ 12.54	\$ 12.54
Concord	\$12,249	\$4,646,613,799	\$ 483,879,863	\$5,130,493,662	90.6	9.4	\$ 74,135,634	90.57	9.43	\$ 14.45	\$ 14.45
Lincoln	\$13,742	\$1,695,785,179	\$ 65,836,163	\$1,761,621,342	96.3	3.7	\$ 25,683,860	95.14	4.86	\$ 14.41	\$ 18.95
Lynnfield	\$ 7,810	\$2,166,450,901	\$ 219,750,765	\$2,386,201,666	90.8	9.2	\$ 35,644,145	89.77	10.23	\$ 14.77	\$ 16.59
Manchr By Sea	\$10,760	\$2,012,976,160	\$ 148,987,215	\$2,161,963,375	93.1	6.9	\$ 22,592,517	93.11	6.89	\$ 10.45	\$ 10.45
Marshfield	\$ 5,002	\$3,861,371,126	\$ 320,436,613	\$4,181,807,739	92.3	7.7	\$ 55,576,225	92.34	7.66	\$ 13.29	\$ 13.29
Medfield	\$ 9,182	\$2,155,966,406	\$ 130,236,023	\$2,286,202,429	94.3	5.7	\$ 36,853,582	94.30	5.70	\$ 16.12	\$ 16.12
Milton	\$ 7,740	\$4,207,459,904	\$ 177,925,684	\$4,385,385,588	95.9	4.1	\$ 67,156,777	93.91	6.09	\$ 14.99	\$ 22.97
Sharon	\$ 8,914	\$2,520,294,680	\$ 207,106,620	\$2,727,401,300	92.4	7.6	\$ 56,048,097	92.41	7.59	\$ 20.55	\$ 20.55
Sudbury	\$11,544	\$3,695,489,903	\$ 265,094,234	\$3,960,584,137	93.3	6.7	\$ 72,951,707	90.94	9.06	\$ 18.03	\$ 24.94
Wayland	\$10,974	\$2,813,813,895	\$ 164,300,605	\$2,978,114,500	94.5	5.5	\$ 54,588,839	94.48	5.52	\$ 18.33	\$ 18.33
Weston	\$17,832	\$5,082,551,510	\$ 258,376,690	\$5,340,928,200	95.2	4.8	\$ 67,990,017	95.16	4.84	\$ 12.73	\$ 12.73

Neighboring Municipalities	2014 Average Single Family Tax Bill	Residential Total Assessed Value	CIP Total Assessed Value	Total Assessed Value	R/O % of Total Value	CIP % of Total Value	Total Tax Levy	R/O % of Total Levy	CIP % of Total Levy	Residential Tax Rate	CIP Tax Rate
Framingham	\$ 5,922	\$5,569,402,378	\$1,672,191,409	\$7,241,593,787	76.9	23.1	\$ 170,290,442	59.82	40.18	\$ 18.29	\$ 40.92
Natick	\$ 6,459	\$5,071,958,730	\$1,517,368,880	\$6,589,327,610	77.0	23.0	\$ 93,436,666	76.97	23.03	\$ 14.18	\$ 14.18
Wellesley	\$12,469	\$8,550,806,000	\$1,204,329,300	\$9,755,135,300	87.7	12.3	\$ 112,574,261	87.65	12.35	\$ 11.54	\$ 11.54

Source: MA DOR – Data Bank Reports

Selection of Open Space Discount

- **The Assessors have not identified any property which meets the definition of Open Space according to the statute.**
- **Open Space is defined in Massachusetts General Law as:**

MGL Chapter 59 Sec. 2A (b) “Class two, open-space”, Land which is not otherwise classified and which is not taxable under provisions of chapters sixty-one, sixty-one A or sixty-one B, or taxable under a permanent conservation restriction, and land not held for the production of income but is maintained in an open or natural condition, which contributes significantly to the benefit and enjoyment of the public.”
- **A maximum exemption of 25% may be adopted for all property that is classified as Open Space.**

Granting a Residential and/or Small Commercial Exemption



- **Residential Exemption**
 - The Board of Selectmen may adopt a maximum residential exemption of 20%
 - It would apply to owner occupied residential properties.
 - The majority of Wayland's property owners meet the statutory requirements to qualify for the exemption.
 - A small percentage of homeowners and all vacant land owners will not receive the benefit
 - The intent of the Residential Exemption is to shift the tax burden to rental and vacation properties
- **Small Commercial Exemption**
 - The Board of Selectmen may adopt a small commercial exemption.
 - This exemption is for commercial parcels (property class three) occupied by businesses with an average annual employment of not more than ten people during the previous calendar year and with assessed values of less than one million dollars.
 - The Assessors have identified 12 business that meet the exemption criteria.
 - Selectmen can choose an exemption that reduces the taxable valuation of each eligible parcel by a percentage of up to 10%

Communities with the Residential Exemption and/or Small Commercial Exemption



Municipality	Residential Exemption Percentage	Municipality	Small Commercial Exemption %
Malden	10	Auburn	10
Somerset	10	Avon	10
Barnstable	20	Bellingham	10
Brookline	20	Braintree	10
Chelsea	20	Dartmouth	10
Everett	20	New Ashford	10
Nantucket	20	Seekonk	10
Tisbury	20	Somerset	10
Waltham	20	Westford	10
Watertown	20	Wrentham	5
Boston	30		
Cambridge	30		
Somerville	30		

Source: MA DOR – Data Bank Reports

**DEPARTMENT OF REVENUE
MINIMUM RESIDENTIAL FACTOR COMPUTATION
FOR FY 2015
WAYLAND
City / Town / District**

Class	Full and Fair Cash Valuation	Percentage Share
A	B	C
1. Residential	3,074,997,622	94.9030%
2. Open Space	0	0.0000%
3. Commercial	120,350,478	3.7144%
4. Industrial	4,518,700	0.1395%
5. Personal Property	40,279,600	1.2431%
TOTALS	3,240,146,400	100.0000%

94.9030%
5.0970%

Maximum Share of Levy for Classes Three, Four and Personal Property : 150%
X 5.0970%
= Lines 3C + 4C + 5C
7.6455%
Max % Share

Minimum Share of Levy for Classes One and Two : 100%
- 7.6455%
= Max % Share
92.3545%
Min % Share

Minimum Residential Factor (MRF) 92.3545%
/ 94.9030%
= Lines 1C + 2C
97.3146%
Minimum Residential Factor

MINIMUM RESIDENTIAL FACTOR 97.3146%
LA7 (6-96)

Chapter 58, Section 1A mandates a minimum residential factor of not less than 65 percent.

CIP Shift	Res Factor	Share %				Levy Amounts				Estimated Tax Rates											
		Res	OS	Com	Ind	PP	CIP	Total	Res	OS	Com	Ind	PP	Total	Res	OS	Com	Ind	PP	Total	
1.2	98.9259	93.8837	0	4.4572	0.1674	1.4918	6.1164	100	100	55,941,789	0	2,655,894	99,719	888,890	59,586,292	18.19	0	22.07	22.07	22.07	22.07
1.21	98.8722	93.8327	0	4.4944	0.1687	1.5042	6.1673	100	100	55,911,418	0	2,678,027	100,550	896,298	59,586,292	18.18	0	22.05	22.25	22.25	22.25
1.22	98.8184	93.7817	0	4.5315	0.1701	1.5166	6.2182	100	100	55,881,047	0	2,700,159	101,381	903,705	59,586,292	18.17	0	22.44	22.44	22.44	22.44
1.23	98.7647	93.7307	0	4.5687	0.1715	1.5291	6.2693	100	100	55,850,676	0	2,722,292	102,212	911,112	59,586,292	18.16	0	22.62	22.62	22.62	22.62
1.24	98.7111	93.6798	0	4.6058	0.1729	1.5415	6.3202	100	100	55,820,305	0	2,744,424	103,043	918,520	59,586,292	18.15	0	22.8	22.8	22.8	22.8
1.25	98.6573	93.6288	0	4.6429	0.1743	1.5539	6.3711	100	100	55,789,934	0	2,766,557	103,874	925,927	59,586,292	18.14	0	22.99	22.99	22.99	22.99
1.26	98.6036	93.5778	0	4.6801	0.1757	1.5664	6.4222	100	100	55,759,564	0	2,788,689	104,705	933,335	59,586,292	18.13	0	23.17	23.17	23.17	23.17
1.27	98.5499	93.5269	0	4.7172	0.1771	1.5788	6.4731	100	100	55,729,193	0	2,810,822	105,536	940,742	59,586,292	18.12	0	23.36	23.36	23.36	23.36
1.28	98.4962	93.4759	0	4.7544	0.1785	1.5912	6.5241	100	100	55,698,822	0	2,832,954	106,367	948,150	59,586,292	18.11	0	23.54	23.54	23.54	23.54
1.29	98.4425	93.4249	0	4.7915	0.1799	1.6037	6.5751	100	100	55,668,451	0	2,855,086	107,198	955,557	59,586,292	18.1	0	23.72	23.72	23.72	23.72
1.3	98.3888	93.374	0	4.8287	0.1813	1.6161	6.6261	100	100	55,638,080	0	2,877,219	108,029	962,964	59,586,292	18.09	0	23.91	23.91	23.91	23.91
1.31	98.3351	93.323	0	4.8658	0.1827	1.6285	6.677	100	100	55,607,709	0	2,899,351	108,860	970,372	59,586,292	18.08	0	24.09	24.09	24.09	24.09
1.32	98.2814	93.272	0	4.9029	0.1841	1.6409	6.7279	100	100	55,577,338	0	2,921,484	109,691	977,779	59,586,292	18.07	0	24.27	24.27	24.27	24.27
1.33	98.2277	93.2211	0	4.9401	0.1855	1.6534	6.779	100	100	55,546,968	0	2,943,616	110,522	985,187	59,586,292	18.06	0	24.46	24.46	24.46	24.46
1.34	98.174	93.1701	0	4.9772	0.1869	1.6658	6.8299	100	100	55,516,597	0	2,965,749	111,353	992,594	59,586,292	18.05	0	24.64	24.64	24.64	24.64
1.35	98.1203	93.1191	0	5.0144	0.1883	1.6782	6.8809	100	100	55,486,226	0	2,987,881	112,184	1,000,001	59,586,292	18.04	0	24.83	24.83	24.83	24.83
1.36	98.0665	93.0681	0	5.0515	0.1897	1.6907	6.9319	100	100	55,455,855	0	3,010,014	113,014	1,007,409	59,586,292	18.03	0	25.01	25.01	25.01	25.01
1.37	98.0128	93.0172	0	5.0887	0.1911	1.7031	6.9829	100	100	55,425,484	0	3,032,146	113,845	1,014,816	59,586,292	18.02	0	25.19	25.19	25.19	25.19
1.38	97.9591	92.9662	0	5.1258	0.1925	1.7155	7.0338	100	100	55,395,113	0	3,054,278	114,676	1,022,224	59,586,292	18.01	0	25.38	25.38	25.38	25.38
1.39	97.9054	92.9152	0	5.163	0.1938	1.728	7.0848	100	100	55,364,742	0	3,076,411	115,507	1,029,631	59,586,292	18	0	25.56	25.56	25.56	25.56
1.4	97.8517	92.8643	0	5.2001	0.1952	1.7404	7.1357	100	100	55,334,372	0	3,098,543	116,338	1,037,039	59,586,292	17.99	0	25.75	25.75	25.75	25.75
1.41	97.798	92.8133	0	5.2372	0.1966	1.7528	7.1866	100	100	55,304,001	0	3,120,676	117,169	1,044,446	59,586,292	17.99	0	25.93	25.93	25.93	25.93
1.42	97.7443	92.7623	0	5.2744	0.198	1.7653	7.2377	100	100	55,273,630	0	3,142,808	118,000	1,051,853	59,586,292	17.98	0	26.11	26.11	26.11	26.11
1.43	97.6906	92.7114	0	5.3115	0.1994	1.7777	7.2886	100	100	55,243,259	0	3,164,941	118,831	1,059,261	59,586,292	17.97	0	26.3	26.3	26.3	26.3
1.44	97.6369	92.6604	0	5.3487	0.2008	1.7901	7.3396	100	100	55,212,888	0	3,187,073	119,662	1,066,668	59,586,292	17.96	0	26.48	26.48	26.48	26.48
1.45	97.5832	92.6094	0	5.3858	0.2022	1.8026	7.3906	100	100	55,182,517	0	3,209,206	120,493	1,074,076	59,586,292	17.95	0	26.67	26.67	26.67	26.67
1.46	97.5295	92.5584	0	5.423	0.2036	1.815	7.4416	100	100	55,152,146	0	3,231,338	121,324	1,081,483	59,586,292	17.94	0	26.85	26.85	26.85	26.85
1.47	97.4758	92.5075	0	5.4601	0.205	1.8274	7.4925	100	100	55,121,776	0	3,253,471	122,155	1,088,891	59,586,292	17.93	0	27.03	27.03	27.03	27.03
1.48	97.4221	92.4565	0	5.4972	0.2064	1.8398	7.5434	100	100	55,091,405	0	3,275,603	122,986	1,096,298	59,586,292	17.92	0	27.22	27.22	27.22	27.22
1.49	97.3684	92.4055	0	5.5344	0.2078	1.8523	7.5945	100	100	55,061,034	0	3,297,735	123,817	1,103,705	59,586,292	17.91	0	27.4	27.4	27.4	27.4
1.5	97.3147	92.3546	0	5.5715	0.2092	1.8647	7.6454	100	100	55,030,663	0	3,319,868	124,648	1,111,113	59,586,292	17.9	0	27.58	27.58	27.58	27.58



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

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

BOARD OF ASSESSORS
Susan Rufo, Chairman
Jayson Brodie, Vice Chair
Molly Upton
Zachariah L. Ventress
David Hill

MEMO

TO: BOARD OF SELECTMEN
FROM: BOARD OF ASSESSORS
ELLEN BRIDEAU, DIRECTOR OF ASSESSING *EMB*
SUBJECT: TAX CLASSIFICATION HEARING – VOTE & SIGNING OF LA 5
DATE: 11/26/14

In accordance with MA General Laws Ch. 40, sec 56, as amended, the Board of Selectmen vote to determine the percentage of local tax levy which will be borne by each class of real and personal property, relative to the setting of the Fiscal Year 2015 tax rate.

Suggested Motion/Vote:

- 1) To establish the residential tax factor of _____.

If the town were to have a single tax rate for all classes, the tax factor would be 1. A factor of other than 1 will result in a shift of the tax burden from the Residential Class to the CIP Classes.

I move that the Board of Selectmen vote to establish the residential tax factor of XXXX.

- 2) Vote to adopt/not adopt a residential exemption.

I move that the Board of Selectmen vote to adopt or not to adopt a Residential Exemption.

- 3) Vote to adopt/not adopt a small commercial exemption.

I move that the Board of Selectmen vote to adopt or not to adopt a Small Commercial Exemption.

The attached LA5 document must be signed by the Board of Selectmen members after the vote.

**DEPARTMENT OF REVENUE
BUREAU OF ACCOUNTS
CLASSIFICATION TAX ALLOCATION
WAYLAND**

City / Town / District
Fiscal Year : 2015

Return to : Bureau of Accounts, Boston, Springfield, Worcester

1. The selected Residential Factor is ----- 1.000000

If you desire each class to maintain 100% of its full values tax share,
indicate a residential factor of "1" and go to question 3.

2. In computing your residential factor, was a discount granted to Open Space ?

Yes X No _____

If Yes, what is the percentage discount ? 1

3. Was a residential exemption adopted ?

Yes _____ No X

If Yes, please complete the following :

Class 1 Total Assessed Value	=	<u>3,074,997,622</u>	X	<u>0</u>	=	_____
Class 1 Total Parcel Count *		<u>0</u>		Selected Res. Exemption %		Residential Exemption

* Include all parcels with a Mixed-Use Residential designation

Applicable number of parcels to receive exemption 0

Net value to be exempted 0

4. Was a small commercial exemption adopted ?

Yes _____ No X

% Selected 0

If Yes, please complete the following :

No. of parcels eligible 0

Total value of parcels 0

Total value to be exempted _____

5. The following information was derived from the LA-7. Please indicate in column D percentages (accurate to 4 digits to the right of the decimal point) which result from your selected residential factor (If a residential factor of "1" has been selected you may leave Column D blank)

A	B	C	D
Class	Certified Full and Fair Cash Value Assessments	Percentage Full Value Shares of Total Tax Levy	New Percentage Shares of Total Tax Levy
Residential	3,074,997,622.00	94.9030 %	94.9030 %
Open Space	0.00	0.0000 %	0.0000 %
Commercial	120,350,478.00	3.7144 %	3.7144 %
Industrial	4,518,700.00	0.1395 %	0.1395 %
Personal Property	40,279,600.00	1.2431 %	1.2431 %
TOTAL	3,240,146,400.00	100.0000 %	100.0000 %

NOTE : The information is preliminary and is subject to change.

6. I hereby attest that notice was given to taxpayers that a public hearing on the issue of adopting the tax levy percentages for fiscal year 2015 would be held on 12/01/2014 (date), 7:15pm (time), at Wayland Town Building (place), by Public Meeting Notice (describe type of notice).

 City/Town/District Clerk

7. We hereby attest that on (date), (time), at (place) a public hearing on the issue of adopting the percentages for fiscal year 2015, that the Board of Assessors presented information and data relevant to making such determination and the fiscal effect of the available alternatives at the hearing and that the percentages set forth above were duly adopted in public session on (date).

8. The LA-5 excess capacity is calculated as 6,850,123.71
 We have been informed by the Assessors of excess levy capacity of 6,850,123.71

For cities : City Councilors, Aldermen, Mayor
 For towns : Board of Selectmen
 For districts : Prudential Committee or Commissioners

_____	_____	_____
	(Date)	(Comments)
_____	_____	_____
	(Date)	(Comments)
_____	_____	_____
	(Date)	(Comments)
_____	_____	_____
	(Date)	(Comments)
_____	_____	_____
	(Date)	(Comments)
_____	_____	_____
	(Date)	(Comments)



TOWN OF WAYLAND
MASSACHUSETTS
01778
BUILDING DEPARTMENT

Jay T. Abelli
Building Commissioner

TOWN BUILDING
41 COCHITUATE ROAD
TELEPHONE: (508) 358-3600
FAX: (508) 358-3606

November 24, 2014

RE: 322 Commonwealth Road – Used car sales

Chairman Nolan and members of the Board of Selectmen

As Zoning Enforcement Officer, I would like to give you an update concerning the status of the used car sales at Wayland Automotive, 322 Commonwealth Road. This letter is a follow up to my letters to the selectmen dated March 14, 2014 and June 13, 2014.

I have periodically stopped at the Wayland Automotive site throughout the summer and fall months and noticed that there have only 5 vehicles without license plates parked along the eastern lot border along the six foot wooden picket fence. I have also noticed a number of vehicles parked along both sides of the automotive building which also do not have license plates. Based upon my observations, it appears that more than 5 vehicles (their class 2 license has a max of 5 vehicles allowed) are for sale on the lot although there are no “for sale” signs on any of the vehicles.

The staff at the Building Department decided to go online for further investigation into this matter. Much to our amazement, if you search Wayland Automotive – used cars, the site lists over 40 vehicles for sale at Wayland Automotive. I am not sure that all of the vehicles listed on the web site are located on site but many, if not most, of the pictures (many more than 5 vehicles) indicate that the vehicles are located at the 322 Commonwealth Road site based upon the fencing and cars in the background.

Because the Selectmen vote annually to reissue the Class 2 licenses in December, I feel you should be aware of this matter in order to take appropriate action.

Sincerely,

Jay Abelli
Building Commissioner / Zoning Enforcement Officer
Town of Wayland

Wayland Automotive
Current Inventory

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Wayland Automotive Phone : (508) 358-4616
322 Commonwealth Road
Wayland, MA 01778
MAPQUEST
Rich Devlin
(508) 358-4616

English | **Español**

Search Our Inventory

Make: Model:


Vehicles Per Page: Carfax 1-Owner

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43 matches found. Showing 1 - 12

Viewing Used Inventory.

1 | |

- | Photo | Year | Make | Model | Series | Location | Exterior Color | Interior Color | Mileage | Sale Price |
|---|----------------------|----------------------|------------------------------|---------------------------------------|----------------------------|--------------------------------|--------------------------------|-------------------------|----------------------------|
|  | 2005 | Chevrolet | Silverado | 1500 Reg Cab 119.0" WB 4WD Work Truck | Summit White | Tan | | 138,680 | \$6,990 |
| <p>WAYLANDAUTOMOTIVE.com Very nice Siverado 1500 pickup! Four Wheel Drive! Five Speed Manual Transmission! Vortec 4300 V6 MFI engine! Smooth Ride Suspension! 40/20/40 Seating! Pioneer Stereo/AMP/Subwoofer system! CD Changer! One Owner! Clean Carfax! Well Serviced and Maintained! 508 358-4616</p> <p>Options: Subwoofer , Tilt Wheel , CD Changer , Pioneer Sound System , Additional Power Outlet(s) , Seats-Front Bench-Split , Vinyl Seats , Mirrors-Vanity-Passenger , Wheels-Steel , Headlights-Auto-Off , Reading Lamps-Front , Air Bag - Passenger , Power Steering , Power Brakes...</p> <p>SHOW ME THE CARFAX
Get Your CARFAX Record Check</p> <p>Stock Number: 207974 VIN: 1GCEK14X25Z207974</p> | | | | | | | | | |
|  | 2012 | Land Rover | LR4 4WD 4dr HSE | | Sumatra Black Metallic | Ebony | | 32,200 | \$44,900 |
| <p>WAYLANDAUTOMOTIVE.com Beautiful Land Rover LR4 HSE! All Wheel Drive! Automatic Transmission! Third Row Seating! Running Boards! Panoramic Roof! Navigation! Dealer Serviced! Factory Warranty! One Owner! Clean Carfax! 508 358-4616</p> <p>Options: Power Windows , Power Door Locks , Tilt Wheel , Remote Keyless Entry , Cruise Control , Steering Wheel-Leather Wrapped , Navigation System , Parking Assist , Tire-Pressure Monitoring System , Security System , Engine Immobilizer/Vehicle Anti-Theft System , AM/FM Stereo , Audio-Upgrade Sound System , CD Player...</p> <p>SHOW ME THE CARFAX
Get Your CARFAX Record Check</p> <p>Stock Number: 608731 VIN: SALAG2D49CA608731</p> | | | | | | | | | |
|  | 2004 | Volkswagen | Jetta Wagon 4dr Wgn GLS Auto | | Reflex Silver | Black | | 137,200 | \$2,990 |
| <p>WAYLANDAUTOMOTIVE.com Nice Jetta GLS wagon! Automatic Transmission! Power Options! Moonroof! Clean Carfax! 30 MPG! 508 358-4616</p> <p>Options: Power Windows , Power Door Locks , Remote Trunk Release , Cruise Control , Security System , Engine immobilizer/Vehicle Anti-Theft System , AM/FM Stereo , Audio-Upgrade Sound System , Cassette Player , CD Player , Additional Power Outlet(s) , Seat-Rear Pass-Through , Folding Rear Seat(s) , Floor Mats-Front...</p> <p>SHOW ME THE CARFAX
Get Your CARFAX Record Check</p> <p>Stock Number: 155267 VIN: WWSL61J54W155267</p> | | | | | | | | | |
|  | 2007 | Lexus | RX 350 AWD 4dr | | Millennium Silver Metallic | Light Gray | | 74,640 | \$17,990 |
| <p>WAYLANDAUTOMOTIVE.com Beautiful Lexus RX 350 sport utility! Automatic Transmission! All Wheel Drive! Moonroof! Leather Seating! Full Power options! Heated Seats! New Tires! 508 358-4616</p> <p>Options: Power Windows , Power Door Locks , Tilt Wheel , Remote Keyless Entry , Remote Trunk Release , Cruise Control , Steering Wheel Stereo Controls , Steering Wheel-Leather Wrapped , Tire-Pressure Monitoring System , Engine Immobilizer/Vehicle Anti-Theft System , AM/FM Stereo , Cassette Player , CD Changer , CD Player...</p> | | | | | | | | | |

Stock Number: 031377 VIN: 2T2HK31U87C031377



2006 Ford Fusion 4dr Sdn V6 SEL

Black Charcoal 84,200 \$8,990

WAYLANDAUTOMOTIVE.com Nice Fusion SEL sedan! Automatic Transmission! Leather! Alloy Wheels! One Owner! Clean Carfax! 29 MPG! 508 358-4616

Options: Power Windows , Power Door Locks , Tilt Wheel , Remote Keyless Entry , Remote Trunk Release , Cruise Control , Steering Wheel Stereo Controls , Steering Wheel-Leather Wrapped , Engine Immobilizer/Vehicle Anti-Theft System , AM/FM Stereo , CD Changer , CD Player , MP3 Sound System , Additional Power Outlet(s)...

SHOW ME THE CARFAX
Get Your CARFAX Record Check

Stock Number: 123296 VIN: 3FAFP08106R123296



2010 Acura TSX 4dr Sdn I4 Auto Tech Pkg

Polished Metal Metallic Taupe 39,200 \$16,990

WAYLANDAUTOMOTIVE.com Beautiful Acura TSX sedan! Technology Package! Automatic Transmission! Moonroof! Navigation! MP3/Ipod input! Heated Seats! Full Power Options! Low Mileage! Clean Carfax! CPO Warranty up to 100K! 30 MPG! 508 358-4616

Options: Power Windows , Power Door Locks , Tilt Wheel , Remote Trunk Release , Cruise Control , Steering Wheel-Leather Wrapped , Communications-Onboard Hands Free , Navigation System , Tire-Pressure Monitoring System , Security System , Engine Immobilizer/Vehicle Anti-Theft System , AM/FM Stereo , CD Changer , MP3 Sound System...

SHOW ME THE CARFAX
Get Your CARFAX Record Check

Stock Number: 014640 VIN: JH4CU2F66AC014640



2003 Honda Odyssey 5dr EX-L w/Leather

Starlight Silver Metallic Quartz 79,800 \$5,990

*******WAYLANDAUTOMOTIVE.com***** Nice Honda Odyssey EXL! Leather! Alloy Wheels! Air Conditioning! Seven Passenger! 25 MPG! 508 358-4616**

Options: Power Windows , Power Door Locks , Tilt Wheel , Cruise Control , Steering Wheel Stereo Controls , Security System , Engine Immobilizer/Vehicle Anti-Theft System , AM/FM Stereo , CD Player , Tinted Glass - Deep , Air Conditioning , Climate Control - Auto , Quad Seating , Power Driver Seat...

SHOW ME THE CARFAX
Get Your CARFAX Record Check

Stock Number: 155709 VIN: 5FNRL18903B155709



2010 Volkswagen Tiguan AWD 4dr Wolfsburg

Sapphire Blue Metallic Charcoal 59,480 \$16,990

WAYLANDAUTOMOTIVE.com Beautiful Tiguan Wolfsburg sport utility! All Wheel Drive! Automatic Transmission! Panoramic Moonroof! New Tires! Dealer Serviced! One Owner! Clean Carfax! 508 358-4616

Options: Power Windows , Power Door Locks , Tilt Wheel , Remote Keyless Entry , Cruise Control , Steering Wheel Stereo Controls , Steering Wheel-Leather Wrapped , Tire-Pressure Monitoring System , Security System , Engine Immobilizer/Vehicle Anti-Theft System , AM/FM Stereo , CD Changer , CD Player , Audio-Satellite Radio...

SHOW ME THE CARFAX
Get Your CARFAX Record Check

Stock Number: 003601 VIN: WVGBV7AX5AW003601



2004 Ford Escape 4dr 103" WB XLT 4WD

Red Fire Metallic Medium/Dk Flint 98,400 \$6,990

WAYLANDAUTOMOTIVE.com Excellent Escape XLT! Four Wheel Drive! Automatic Transmission! Power Windows/Locks! Alloy Wheels! Clean Carfax! 508 358-4616

Options: Power Windows , Power Door Locks , Remote Keyless Entry , Cruise Control , Security System , AM/FM Stereo , CD Changer , Tinted Glass - Deep , Additional Power Outlet(s) , Air Conditioning , Power Driver Seat , Seat-Rear Pass-Through , Folding Rear Seat(s) , 5 Passenger Seating...

SHOW ME THE CARFAX
Get Your CARFAX Record Check

Stock Number: A86294 VIN: 1FMYU93114KA86294

2005 Ford F150 Reg Cab 145" XL

Dark Shadow Grey Metallic Flint 31,200 \$9,990



WAYLANDAUTOMOTIVE.com Very nice F150 Pickup Truck! Extended Cab! Automatic Transmission! Power Windows/Locks! Air Conditioning! One Owner! Clean Carfax! 508 358-4616
 Options: Additional Power Outlet(s) , Air Conditioning , Seats-Front Bench-Split , Seat-Lumbar-Driver , Mirrors-Vanity-Driver , Mirrors-Vanity-Passenger , Air Bag - Driver , Air Bag - Passenger , Power Steering , Power Brakes , Brakes-ABS-4 Wheel , Intermittent Wipers...

SHOW ME THE CARFAX
 Get Your CARFAX Record Check

Stock Number: A97681 VIN: 1FTRF122X5NA97681



2001 Toyota Camry 4dr Sdn LE Auto

Vintage Red Pearl Oak 115,200 \$4,990

WAYLANDAUTOMOTIVE.com Nice Toyota Camry LE sedan! Automatic Transmission! Power Windows/Locks! Air Conditioning! Low Mileage! 30 MPG! 508 358-4616

Options: Power Windows , Power Door Locks , Tilt Wheel , Cruise Control , AM/FM Stereo , Cassette Player , CD Player , Additional Power Outlet(s) , Air Conditioning , Seat-Rear Pass-Through , 5 Passenger Seating , Mirrors-Pwr Driver , Wheels-Steel , Wheels-Wheel Covers...

SHOW ME THE CARFAX
 Get Your CARFAX Record Check

Stock Number: 088146 VIN: 4T1BG22K910088146



2005 Toyota Matrix 5dr Wgn XR Auto AWD

Silver Streak Mica Dark Gray 109,200 \$7,990

WAYLANDAUTOMOTIVE.com Nice Toyota Matrix XR Hatchback! All Wheel Drive! Automatic Transmission! Power Windows/Locks! Clean Carfax! 31 MPG! 508 358-4616

Options: Power Windows , Power Door Locks , Tilt Wheel , Remote Keyless Entry , Steering Wheel-Leather Wrapped , Tire-Pressure Monitoring System , Engine Immobilizer/Vehicle Anti-Theft System , AM/FM Stereo , CD Player , Additional Power Outlet(s) , Air Conditioning , Seat-Rear Pass-Through , Folding Rear Seat(s) , Mirrors-Pwr Driver...

SHOW ME THE CARFAX
 Get Your CARFAX Record Check

Stock Number: 490879 VIN: 2T1LR32E55C490879

43 matches found. Showing 1 - 12.

Viewing Used Inventory.

1 2 3 Next >

The price listed does not include License, Title, Registration Fees, State or Local Taxes or Processing fees, if any. The listed details are to be used as an informational listing of available equipment on this vehicle. It is the sole responsibility of the customer to verify the existence of any option or accessories and the vehicle condition before time of sale. No express or implied warranties or representations of any type concerning this vehicle, including the availability or condition of the equipment listed is made.

All prices expire at midnight: 11/13/2014

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**Wayland Automotive
Current Inventory**

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Wayland Automotive

322 Commonwealth Road
Wayland, MA 01778



Phone : (508) 358-4616

Rich Devlin

(508) 358-4616

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12

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43 matches found. Showing 13 - 24.

Viewing Used Inventory.

- | Photo | Year | Make | Model | Series | Location | Exterior Color | Interior Color | Mileage | Sale Price |
|--|----------------------|----------------------|-----------------------|----------------------------------|--------------------------|--------------------------------|--------------------------------|-------------------------|----------------------------|
| | 2004 | Nissan | Sentra | 4dr Sdn 1.8 S Auto SULEV | | Bronze Shimmer | Taupe | 87,790 | \$4,990 |
| <p>WAYLANDAUTOMOTIVE.com Nice Nissan Sentra S sedan! Automatic Transmission! Power Windows and Locks! Low Mileage! Clean Carfax! 35 MPG! 508 358-4616
 Options: Power Windows , Power Door Locks , Tilt Wheel , Remote Keyless Entry , Remote Trunk Release , AM/FM Stereo , CD Player , Tinted Glass - Deep , Additional Power Outlet(s) , Air Conditioning , Seat-Rear Pass-Through , 5 Passenger Seating , Mirrors-Pwr Driver , Mirrors-Vanity-Driver...</p> <p>SHOW ME THE CARFAX
 Get Your CARFAX Record Check</p> <p>Stock Number: 857870 VIN: 3N1CB51D54L857870</p> | | | | | | | | | |
| | 1999 | Mercedes-Benz | M-Class | 4dr AWD 431 | | Polar White | Grey | 57,918 | \$7,990 |
| <p>WAYLANDAUTOMOTIVE.com Beautiful Mercedes M-Class sport utility! Four Wheel Drive! Automatic Transmission! Moonroof! Leather! Full Power Options! Heated Seats! One Owner! Clean Carfax! Low Mileage! 508 358-4616
 Options: Power Windows , Power Door Locks , Tilt Wheel , Remote Keyless Entry , Cruise Control , Security System , AM/FM Stereo , Cassette Player , CD Changer , Tinted Glass - Deep , Additional Power Outlet(s) , Trip Computer , Air Conditioning , Power Driver Seat...</p> <p>SHOW ME THE CARFAX
 Get Your CARFAX Record Check</p> <p>Stock Number: 072964 VIN: 4JGAB72E2XA072964</p> | | | | | | | | | |
| | 2007 | Volkswagen | Jetta | Sedan 4dr Auto Wolfsburg Edition | | Black | Anthracte | 76,200 | \$9,990 |
| <p>WAYLANDAUTOMOTIVE.com Beautiful Jetta Wolfsburg Edition! Automatic Transmission! Moonroof! Alloy Wheels! New Tires! Volkswagen Dealer Serviced! One Owner! Clean Carfax Florida Carl 30 MPG! 508 358-4616
 Options: Power Windows , Power Door Locks , Tilt Wheel , Remote Trunk Release , Cruise Control , Security System , AM/FM Stereo , CD Player , MP3 Sound System , Additional Power Outlet(s) , Power Driver Seat , Seat-Lumbar-Driver , Seat-Lumbar-Passenger , Seat-Rear Pass-Through...</p> <p>SHOW ME THE CARFAX
 Get Your CARFAX Record Check</p> <p>Stock Number: 178355 VIN: 3VWEF71K17M178355</p> | | | | | | | | | |
| | 2007 | Toyota | Camry | 4 door Sedan Auto LE | | Barcelona Red Metallic | Bisque | 77,820 | \$9,900 |
| <p>WAYLANDAUTOMOTIVE.com Beautiful Camry LE sedan! Automatic Transmission! Power Windows/Locks/Mirrors! Air Conditioning! Toyota Dealer Serviced! One Owner! Clean Carfax! 31 MPG! 508 358-4616
 Options: Power Windows , Power Door Locks , Remote Trunk Release , Cruise Control , Steering Wheel Stereo Controls , AM/FM Stereo , CD Player , MP3 Sound System , Air Conditioning , Power Driver Seat , Seat-Rear Pass-Through , 5 Passenger Seating , Wheels-Wheel Covers , Headlights-Auto-Off...</p> | | | | | | | | | |

Stock Number: 013476 VIN: 4T1BK46K07U013476

**2002 Toyota Avalon 4dr Sdn XL w/Bucket Seats**

Diamond White Pearl	Stone	75,200	\$5,990
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WAYLANDAUTOMOTIVE.com Nice Toyota Avalon XL sedan! Automatic Transmission! Air Conditioning! Power Windows/Locks! Low Mileage! Clean Carfax! 29 MPG! 508 358-4616

Options: Power Windows , Power Door Locks , Remote Trunk Release , Cruise Control , AM/FM Stereo , CD Player , Additional Power Outlet(s) , Air Conditioning , Climate Control - Dual , Seats-Front Bench-Split , Power Driver Seat , Power Passenger Seat , Seat-Rear Pass-Through , 5 Passenger Seating...

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Record Check

Stock Number: 213668 VIN: 4T1BF28B32U213668

**2003 Ford Explorer Sport Trac 4dr 128" WB 4WD XLT**

Estate Green Metallic	Medium Pebble	107,181	\$7,990
--------------------------	------------------	---------	---------

WAYLANDAUTOMOTIVE.com Beautiful Explorer Sport Trac XLT! Automatic Transmission! Four Wheel Drive! Power Windows/Locks! Ford Factory Serviced! One Owner! Clean Carfax! 508 358-4616

Options: Power Windows , Power Door Locks , Cruise Control , Steering Wheel-Leather Wrapped , AM/FM Stereo , CD Player , Additional Power Outlet(s) , Air Conditioning , Seat-Rear Pass-Through , Folding Rear Seat(s) , 5 Passenger Seating , Mirrors-Vanity-Driver , Mirrors-Vanity-Passenger , Wheels-Aluminum...

SHOW ME THE**CARFAX**

Get Your CARFAX

Record Check

Stock Number: A50463 VIN: 1FMZU77E43UA50463

**2005 Ford F-150 Supercab 133" XLT 4WD**

Silver Metallic	Flint	67,152	\$12,990
--------------------	-------	--------	----------

WAYLANDAUTOMOTIVE.com Nice F-150 Supercab XLT pickup! Automatic Transmission! Four Wheel Drive! 5.4L Triton! Limited Slip Axle! Running Boards! Power Sliding Rear Window! Trailer Tow Package! Reverse Sensing System! Power Windows/Locks/Mirrors/Seat! Premium Captains Chairs! New Tires and Wheels! MP3/Ipod! Clean Carfax! 508 358-4616

Options: Power Windows , Power Door Locks , Tilt Wheel , Remote Keyless Entry , Cruise Control , Engine Immobilizer/Vehicle Anti-Theft System , AM/FM Stereo , CD Changer , CD Player , Tinted Glass - Deep , Additional Power Outlet(s) , Air Conditioning , Dual Captains Chairs , Seats-Front Bench-Split...

SHOW ME THE**CARFAX**

Get Your CARFAX

Record Check

Stock Number: A93290 VIN: 1FTPX14505FA93290

**2007 Volvo XC90 AWD 4dr I6 w/Snrf/3rd Row**

Shadow Blue Metallic	Graphite	81,200	\$12,990
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WAYLANDAUTOMOTIVE.com Beautiful Volvo XC90 sport utility! Seven Passenger Seating! All Wheel Drive! Automatic Transmission! Moonroof! Leather! Full Power Options! Heated Seats! New Tires! One Owner! Clean Carfax! 508 358-4616

Options: Power Windows , Power Door Locks , Cruise Control , Steering Wheel Stereo Controls , Steering Wheel-Leather Wrapped , Security System , CD Changer , MP3 Sound System , Additional Power Outlet(s) , Trip Computer , Climate Control - Auto , Climate Control - Dual , Seat-Memory , Power Driver Seat...

SHOW ME THE**CARFAX**

Get Your CARFAX

Record Check

Stock Number: 336421 VIN: YV4CZ982571336421

**2006 Dodge Grand Caravan 4dr SE**

Brilliant Black Crystal Prl	Medium Slate Gray	84,200	\$5,990
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WAYLANDAUTOMOTIVE.com Nice Grand Caravan SE! Seven Passenger Seating! Automatic Transmission! Air Conditioning! Power Windows/Locks! Clean Carfax! 26 MPG! 508 358-4616

Options: Power Windows , Power Door Locks , Rear Climate Package , Tilt Wheel , Cruise Control , AM/FM Stereo , CD Player , Additional Power Outlet(s) , Air Conditioning , Seat-Additional Rear On Station Wgn , Seat-Rear Pass-Through , Folding Rear Seat(s) , 7 Passenger Seating , Mirrors-Vanity-Driver...

SHOW ME THE**CARFAX**

Get Your CARFAX

Record Check

Stock Number: 629541 VIN: 1D4GP24R16B629541



2005 Chevrolet Equinox 4dr AWD LT

Salsa Red Metallic Light Cashmere 109,161 \$5,990

WAYLANDAUTOMOTIVE.com Nice Chev. Equinox LT sport utility! Automatic Transmission! All Wheel Drive! 1SE Package! Leather Seating! Heated Seats! Moonroof! 6 Disc CD Player with Premium Sound! Power Windows/Locks/Seat! Head Curtain Side Impact Airbags! One Owner! Clean Carfax! 25 MPG! 508 358-4616

Options: Power Windows , Power Door Locks , Tilt Wheel , Remote Keyless Entry , Cruise Control , Security System , CD Player , Premium Sound , Tinted Glass - Deep , Heated Seats , Power Driver Seat , Seat-Rear Pass-Through , Folding Rear Seat(s) , Leather Seats...

SHOW ME THE CARFAX
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Stock Number: 119620 VIN: 2CNDL73F456119620



2003 Ford Taurus 4dr Sdn SE Standard

Silver Frost Metallic Medium Graphite 94,736 \$3,490

WAYLANDAUTOMOTIVE.com Nice Ford Taurus Sedan! Automatic Transmission! Power Window/Locks! Air Conditioning! Clean Carfax! 28 MPG! 508 358-4616

Options: Power Windows , Power Door Locks , Tilt Wheel , Remote Keyless Entry , Cruise Control , Engine Immobilizer/Vehicle Anti-Theft System , AM/FM Stereo , Cassette Player , Seats-Front Bench-Fixed , 5 Passenger Seating , Mirrors-Pwr Driver , Mirrors-Vanity-Driver , Mirrors-Vanity-Passenger , Wheels-Aluminum...

SHOW ME THE CARFAX
Get Your CARFAX Record Check

Stock Number: 226424 VIN: 1FAPP53U33G226424



2003 Nissan Maxima 4dr Sdn SE Auto

Sunlit Sand Metallic Blonde 79,509 \$5,990

WAYLANDAUTOMOTIVE.com Nice Nissan Maxima SE sedan! Automatic Transmission! Moonroof! Leather Seating! Power Options! Low Mileage! One Owner! 26+ MPG! 508 358-4616

Options: Power Windows , Power Door Locks , Remote Trunk Release , Cruise Control , Steering Wheel Stereo Controls , Steering Wheel-Leather Wrapped , Security System , Engine Immobilizer/Vehicle Anti-Theft System , CD Player , Additional Power Outlet(s) , Power Driver Seat , Seat-Lumbar-Driver , Seat-Rear Pass-Through , Leather Seats...

SHOW ME THE CARFAX
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Stock Number: 514873 VIN: JN1DA31D93T514873

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Wayland Automotive

322 Commonwealth Road
Wayland, MA 01778



Phone : (508) 358-4616

Rich Devlin

(508) 358-4616

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Photo	Year	Make	Model	Series	Location	Exterior Color	Interior Color	Mileage	Sale Price
	2008	Volvo	XC90	AWD 4dr 16 w/Snrf/3rd Row		Silver Metallic	Off Black	77,500	\$13,990
<p>WAYLANDAUTOMOTIVE.com Very nice Volvo XC90! All Wheel Drive! Automatic Transmission! Leather Seating! Full Power Options! Third Row Seating! Volvo Dealer Serviced! Clean Carfax! 508 358-4616</p> <p>Options: Power Windows , Power Door Locks , Remote Keyless Entry , Cruise Control , Steering Wheel Stereo Controls , Steering Wheel-Leather Wrapped , Security System , Engine Immobilizer/Vehicle Anti-Theft System , AM/FM Stereo , CD Changer , MP3 Sound System , Audio-Equalizer , Audio-Rear Seat Audio Controls , Climate Control - Auto...</p> <p>SHOW ME THE CARFAX Get Your CARFAX Record Check</p> <p>Stock Number: 469569 VIN: YV4CZ982981469569</p>									
	2007	Honda	Civic Si	2dr Cpe Manual		Taffeta White	Black	56,768	\$12,990
<p>WAYLANDAUTOMOTIVE.com Very nice Civic Si sports coupe! IVTEC DOHC engine! Six Speed Manual Transmission! Alloy Wheels! Moonroof! Premium Audio MP3 System! Low Mileage! 32 MPG! 508 358-4616</p> <p>Options: Power Windows , Power Door Locks , Tilt Wheel , Remote Keyless Entry , Remote Trunk Release , Cruise Control , Steering Wheel Stereo Controls , Steering Wheel-Leather Wrapped , Engine Immobilizer/Vehicle Anti-Theft System , AM/FM Stereo , Audio-Upgrade Sound System , CD Player , Premium Sound , MP3 Sound System...</p> <p>SHOW ME THE CARFAX Get Your CARFAX Record Check</p> <p>Stock Number: 710664 VIN: 2HGFG21507H710664</p>									
	2010	Nissan	Sentra	4dr Sdn I4 CVT 2.0 SR		Super Black	Charcoal	35,390	\$9,990
<p>*****WAYLANDAUTOMOTIVE.com***** Beautiful Sentra SR sedan! Automatic Transmission! Power Windows/Locks/Mirrors! Air Conditioning! Alloy Wheels! One Owner! Clean Carfax! 34 MPG! 508 358-4616</p> <p>Options: Power Windows , Power Door Locks , Remote Trunk Release , Cruise Control , Steering Wheel Stereo Controls , Security System , Engine Immobilizer/Vehicle Anti-Theft System , AM/FM Stereo , CD Player , MP3 Sound System , Additional Power Outlet(s) , Trip Computer , Air Conditioning , Seat-Rear Pass-Through...</p> <p>SHOW ME THE CARFAX Get Your CARFAX Record Check</p> <p>Stock Number: S70270 VIN: 3N1AB6AP6ALS70270</p>									
	2007	Land Rover	Range Rover Sport	4WD 4dr HSE		Java Black	Ebony	86,500	\$23,990
<p>WAYLANDAUTOMOTIVE.com Beautiful Range Rover Sport HSE! Four Wheel Drive! Automatic Transmission! Moonroof! Leather Seating! Full Power Options! Clean Carfax! 508 358-4616</p> <p>Options: Power Windows , Power Door Locks , Tilt Wheel , Remote Keyless Entry , Cruise Control , Steering Wheel Stereo Controls , Steering Wheel-Leather Wrapped , Navigation System , Parking Assist , Tire-Pressure Monitoring System , Security System , AM/FM Stereo , Audio-Upgrade Sound System , CD Changer...</p>									

Stock Number: 993435 VIN: SALSK25417A993435

1998 Lexus LS 400 Luxury Sdn 4dr Sdn

Black Onyx Ivory 119,600 \$5,990

*****WAYLANDAUTOMOTIVE.com***** Beautiful Lexus LS400 sedan! Automatic Transmission! Leather! Moonroof! Full Power Options! Heated Seats! One Owner! Clean Carfax! Garaged! Lexus Dealer Serviced! 508 358-4616

Options: Power Windows , Power Door Locks , Tilt Wheel , Remote Keyless Entry , Cruise Control , AM/FM Stereo , AM/FM Stereo w CD Changer , Additional Power Outlet(s) , Trip Computer , Air Conditioning , Climate Control - Auto , Climate Control - Dual , Power Driver Seat , Power Passenger Seat...

SHOW ME THE

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Record Check

Stock Number: 123984 VIN: JT8BH28F5W0123984

2008 Jeep Patriot 4WD 4dr LimitedSteel Blue Dark Slate
Metallic Gray 77,570 \$10,990

WAYLANDAUTOMOTIVE.com Very nice Jeep Patriot Limited! Four Wheel Drive! Automatic Transmission! Leather Seating! Heated Seats! Moonroof! Full Power Options! CD/MP3! Low Mileage! One Owner! 27 MPG! 508 358-4616

Options: Power Windows , Power Door Locks , Cruise Control , Steering Wheel Stereo Controls , Steering Wheel-Leather Wrapped , Tire-Pressure Monitoring System , AM/FM Stereo , CD Player , MP3 Sound System , Additional Power Outlet(s) , Air Conditioning , Seat-Heated Driver , Seat-Lumbar-Driver , Seat-Rear Pass-Through...

SHOW ME THE

Get Your CARFAX

Record Check

Stock Number: 543601 VIN: 1J8FF48W28D543601

2004 Saab 9-3 4dr Sport Sdn LinearNocturne Parchment
Blue Metallic 74,258 \$5,990

WAYLANDAUTOMOTIVE.com Nice Saab 9-3 sport sedan! Five Speed Manual Transmission! Power Windows/Locks/Mirrors! Clean Carfax! 34 MPG! 508 358-4616

Options: Power Windows , Power Door Locks , Cruise Control , Steering Wheel Stereo Controls , Steering Wheel-Leather Wrapped , Security System , Engine Immobilizer/Vehicle Anti-Theft System , AM/FM Stereo , CD Player , Air Conditioning , Seat-Rear Pass-Through , Folding Rear Seat(s) , Leather Seats , 5 Passenger Seating...

SHOW ME THE

Get Your CARFAX

Record Check

Stock Number: 060634 VIN: YS3FB45S041060634

2008 Subaru Outback 4dr H4 Auto 2.5i PZEVDeep Bronze Ivory
Metallic 70,200 \$12,990

WAYLANDAUTOMOTIVE.com Very nice Subaru Outback Wagon! 2.5i PZEV! All Wheel Drive! Automatic Transmission! Power Options! Heated Seats! Subaru Dealer Serviced! Clean Carfax! 508 358-4616

Options: Power Windows , Power Door Locks , Tilt Wheel , Remote Keyless Entry , Cruise Control , Security System , Engine Immobilizer/Vehicle Anti-Theft System , AM/FM Stereo , CD Player , MP3 Sound System , Additional Power Outlet(s) , Air Conditioning , Heated Seats , Power Driver Seat...

SHOW ME THE

Get Your CARFAX

Record Check

Stock Number: 365255 VIN: 4S4BP61C587365255

2006 Subaru Forester 4dr 2.5 X L.L. Bean Edition AutoObsidian Black/Steel Belge
Black/Steel Gray 85,525 \$9,990

WAYLANDAUTOMOTIVE.com Very nice Subaru Forester wagon! L.L. Bean Edition! All Wheel Drive! Moonroof! Leather! Power Options! Heated Seats! 28 MPG! Clean Carfax! 508 358-4616

Options: Power Windows , Power Door Locks , Tilt Wheel , Cruise Control , Steering Wheel-Leather Wrapped , Security System , AM/FM Stereo , CD Changer , Additional Power Outlet(s) , Air Conditioning , Climate Control - Auto , Power Driver Seat , Seat-Heated Driver , Seat-Heated Passenger...

SHOW ME THE

Get Your CARFAX

Record Check

Stock Number: 752559 VIN: JF1SG67666H752559

2002 Nissan Maxima 4dr Sdn SE Manual

Super Black Black 85,667 \$5,990



WAYLANDAUTOMOTIVE.com Very nice Maxima SE sedan! Five Speed Manual Transmission! Moonroof! Leather! Full Power Options! One Owner! 26+ MPG! 508 358-4616
 Options: Power Windows , Power Door Locks , Tilt Wheel , Remote Keyless Entry , Remote Trunk Release , Cruise Control , Steering Wheel-Leather Wrapped , Security System , Engine Immobilizer/Vehicle Anti-Theft System , AM/FM Stereo , Audio-Upgrade Sound System , Cassette Player , CD Changer , CD Player...

SHOW ME THE CARFAX
 Get Your CARFAX Record Check

Stock Number: 320702 VIN: JN1DA31A3 2T320702



2006 Ford Taurus 4dr Sdn SE

Black Medium/Dark Flint 79,806 \$4,990

WAYLANDAUTOMOTIVE.com Nice Taurus SE sedan! Automatic Transmission! Power Windows/Locks/Mirrors! Air Conditioning! Low Mileage! 27 MPG! 508 358-4616
 Options: Power Windows , Power Door Locks , Tilt Wheel , Remote Keyless Entry , Cruise Control , Engine Immobilizer/Vehicle Anti-Theft System , Cassette Player , Air Conditioning , Seats-Front Bench-Split , Floor Mats-Front , 6 Passenger Seating , Mirrors-Vanity-Driver , Mirrors-Vanity-Passenger , Wheels-Wheel Covers...

SHOW ME THE CARFAX
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Stock Number: 111429 VIN: 1FAFP53U96A111429



2012 Toyota RAV4 4WD 4dr I4 Limited

Blizzard Pearl Ash 12,500 \$21,990

*******WAYLANDAUTOMOTIVE.com***** Beautiful Toyota RAV4 Limited! Automatic Transmission! Four Wheel Drive! Moonroof! Leather! Heated Seats! Power Windows/Locks/Seat! Low Mileage! One Owner! Clean Carfax! Toyota Factory Warranty! 27 MPG! 508 358-4616**

Options: Power Windows , Power Door Locks , Remote Keyless Entry , Cruise Control , Steering Wheel Stereo Controls , Steering Wheel-Leather Wrapped , Tire-Pressure Monitoring System , Engine Immobilizer/Vehicle Anti-Theft System , AM/FM Stereo , CD Player , MP3 Sound System , Tinted Glass - Deep , Air Conditioning , Climate Control - Auto...

SHOW ME THE CARFAX
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Stock Number: 257933 VIN: 2T3DF4DV0CW257933

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Photo	Year	Make	Model	Series	Location	Exterior Color	Interior Color	Mileage	Sale Price
	2006	Jeep	Liberty	4dr Sport 4WD		Midnight Blue Pearl	Med Slate Gray	71,459	\$9,990
<p>WAYLANDAUTOMOTIVE.com Very nice Jeep Liberty! Four Wheel Drive! Automatic Transmission! Select Trac! Power Moonroof! Power Windows/Locks/Mirrors! Clean Carfax! 508 358-4616</p> <p>Options: Power Windows , Power Door Locks , Tilt Wheel , Remote Keyless Entry , Engine Immobilizer/Vehicle Anti-Theft System , AM/FM Stereo , CD Player , Additional Power Outlet(s) , Air Conditioning , Seat-Rear Pass-Through , Folding Rear Seat(s) , 5 Passenger Seating , Roof - Power Moon , Mirrors-Pwr Driver...</p> <p>SHOW ME THE CARFAX Get Your CARFAX Record Check</p> <p>Stock Number: 172283 VIN: 1J4GL48K36W172283</p>									
	2004	Honda	Civic	2dr Cpe EX Auto		Blue Pearl	Ivory	107,200	\$5,990
<p>WAYLANDAUTOMOTIVE.com Nice Honda Civic EX hatchback! Automatic Transmission! Moonroof! Alloy Wheels! Power Windows/Locks/Mirrors! One Owner! Clean Carfax! Honda Dealer Serviced! 38 MPG! 508 358-4616</p> <p>Options: Power Windows , Power Door Locks , Tilt Wheel , Remote Keyless Entry , Remote Trunk Release , Cruise Control , Engine Immobilizer/Vehicle Anti-Theft System , AM/FM Stereo , CD Player , Additional Power Outlet(s) , Seat-Rear Pass-Through , 5 Passenger Seating , Roof - Power Moon , Mirrors-Pwr Driver...</p> <p>SHOW ME THE CARFAX Get Your CARFAX Record Check</p> <p>Stock Number: 046814 VIN: 1HGEM22984L046814</p>									
	2007	Ford	Escape	4WD 4dr V6 Auto XLT		Tungsten Grey Metallic	Medium/Dk Flint	63,200	\$10,990
<p>WAYLANDAUTOMOTIVE.com Very nice Escape XLT sport utility! Four Wheel Drive! Automatic Transmission! Power Options! Moonroof! Leather Seating! New Tires! One Owner! Clean Carfax! 508 358-4616</p> <p>Options: Power Windows , Power Door Locks , Cruise Control , Security System , Engine Immobilizer/Vehicle Anti-Theft System , AM/FM Stereo , CD Changer , MP3 Sound System , Air Conditioning , Power Driver Seat , Seat-Rear Pass-Through , Folding Rear Seat(s) , Floor Mats-Front , Leather Seats...</p> <p>SHOW ME THE CARFAX Get Your CARFAX Record Check</p> <p>Stock Number: B17755 VIN: 1FMYU93187KB17755</p>									
	2007	Honda	Fit	5dr HB MT		Nighthawk Black Pearl	Black	21,800	\$11,990
<p>WAYLANDAUTOMOTIVE.com Beautiful Honda Fit hatchback! Five Speed Manual Transmission! Moonroof! Power Windows/Locks! One Owner! Clean Carfax! 38 MPG! 508 358-4616</p> <p>Options: Power Windows , Power Door Locks , Engine Immobilizer/Vehicle Anti-Theft System , CD Player , Air Conditioning , Seat-Rear Pass-Through , Folding Rear Seat(s) , 5 Passenger Seating , Roof - Power Moon , Mirrors-Pwr Driver , Mirrors-Vanity-Driver , Wheels-Wheel Covers , Air Bag - Passenger , Power Steering...</p>									

Stock Number: 063498 VIN: JHMGD37467S063498



2004 Chevrolet Aveo 5dr HB Base

Bright Blue Metallic **Gray** **62,766** **\$4,990**

WAYLANDAUTOMOTIVE.com Nice Aveo five door Hatchback! Automatic Transmission! Air Conditioning! Low Mileage! One Owner! 35 MPG! 508 358-4616

Options: Tilt Wheel , AM/FM Stereo , Additional Power Outlet(s) , Air Conditioning , Seat-Rear Pass-Through , Folding Rear Seat(s) , 5 Passenger Seating , Mirrors-Vanity-Driver , Mirrors-Vanity-Passenger , Wheels-Steel , Wheels-Wheel Covers , Air Bag - Driver , Air Bag - Passenger , Power Steering...

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Stock Number: 274451 VIN: KL1TD62694B274451



2006 Nissan Maxima 4dr Sdpn GLE Auto

Gray Lustre Metallic **Frost** **93,200** **\$4,990**

WAYLANDAUTOMOTIVE.com Nice Maxima GLE sedan! Automatic Transmission! Moonroof! Leather! Full Power Options! 28 MPG! 508 358-4616

Options: Power Windows , Power Door Locks , Tilt Wheel , Remote Keyless Entry , Remote Trunk Release , Cruise Control , Steering Wheel-Leather Wrapped , Security System , Engine Immobilizer/Vehicle Anti-Theft System , AM/FM Stereo , Audio-Upgrade Sound System , Cassette Player , CD Player , Additional Power Outlet(s)...

SHOW ME THE
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Stock Number: 210670 VIN: JN1CA31A8YT210670



2006 Ford Econoline Cargo Van E-250 Super

Oxford White **Medium Flint** **85,170** **\$9,990**

WAYLANDAUTOMOTIVE.com Nice E-250 Econoline Extended Cargo Van! Automatic Transmission! Three Quarter Ton capacity! Air Conditioning! Power Windows/Locks! Low Mileage! One Owner! 508 358-4616

Options: Power Windows , Power Door Locks , AM/FM Stereo , Air Conditioning , Vinyl Seats , Wheels-Steel , Wheels-Wheel Covers , Air Bag - Driver , Air Bag - Passenger , Power Steering , Power Brakes , Brakes-ABS-4 Wheel...

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Stock Number: A57129 VIN: 1FTNS24L06HA57129

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TOWN OF WAYLAND
MASSACHUSETTS
01778
BUILDING DEPARTMENT

Jay T. Abelli
Building Commissioner

TOWN BUILDING
41 COCHITUATE ROAD
TELEPHONE: (508) 358-3600
FAX: (508) 358-3606

June 13, 2014

Dear Board of Selectmen

I would like to follow up on the status of the selling of used cars at 322 Commonwealth Road know as Wayland Automotive. As you know the service station has a Class II license to sell a maximum of 5 vehicles with the condition of "limited to no more than 5 vehicles on the premises at any one time".

Since speaking to the selectmen, I have visited the premises and have taken pictures of the parked vehicles along the eastern border and within close proximity of the service station. There have been a maximum of 5 vehicles located at the eastern border without license plates and additional vehicles without license plates parked closer to the service station. Therefore it still appears that there are more than 5 vehicles on the premises for sale. Also, I have spoken to Rich Devlin, of Wayland Automotive, and was told that a sincere effort was being made to reduce the number of vehicles for sale on the lot.

If you have any questions, please call 508 358-3602.

Thanks

Jay Abelli
Building Commissioner
Town of Wayland



TOWN OF WAYLAND

41 COCHITUATE ROAD
WAYLAND, MASSACHUSETTS 01778

ROBERT MERCIER
INTERIM TOWN ADMINISTRATOR
TEL. (508) 358-7755
www.wayland.ma.us

BOARD OF SELECTMEN
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JOSEPH F. NOLAN

July 1, 2014

Mr. Richard Devlin, Manager
Wayland Automotive Sales, Inc.
322 Commonwealth Road
Wayland MA 01778

Re: Class II License Status (Sale of Used Cars, MGL 140)

Dear Mr. Devlin:

First, on behalf of the Board of Selectmen, I want to thank you for appearing before the Board at a recent meeting in June with Mr. Elias to address the issues involving your Class II license and the sale of used automobiles at 322 Commonwealth Road in Wayland.

As you know from your interaction with the Town of Wayland Building Inspector, the Town has received complaints about certain operations at your site and the Building Inspector has verified to the Board that indeed, on occasion, you have stored "more than" the limit of **five** vehicles for sale on your property as identified on your license. The Board made it clear to you that this **restriction on your current license** must be adhered to or further action could be brought which could include a formal revocation of your license for non-compliance. **You and Mr. Elias agreed to comply with the current license limitations** and that perhaps you would seek permission to store additional vehicles for sale on your property through a revision to your existing license or upon renewal of the license for 2015.

The Board appreciates that you and your business associates have operated a successful business in Wayland for many years, and the Town is pleased to assist responsible business activities that benefit the residents in the community.

Please be advised that we will periodically conduct checks on your compliance through the office of the Building Inspector through the remainder of 2014.

Again, thank you for pro-actively working with the Town to remedy this matter. If you have questions concerning this letter, feel free to call upon me at the Office of the Town Administrator.

Respectfully,

Robert A. Mercier
Interim Town Administrator

2014 JUL -2 PM 2:57

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BUILDING DEPT
ZONING DEPT



TOWN OF WAYLAND
MASSACHUSETTS
01778
BUILDING DEPARTMENT

Jay T. Abelli
Building Commissioner

TOWN BUILDING
41 COCHITUATE ROAD
TELEPHONE: (508) 358-3600
FAX: (508) 358-3606

March 14, 2014

Dear Board of Selectmen

As you know, we have received complaints from the neighbors of the service station at 322 Commonwealth Road. The operator of the service station, Eli Elias, has a Class II license issued annually by the selectmen to sell used automobiles with the condition; "limited to no more than 5 vehicles on the premises at any one time". A violation letter from the Building Department was sent and received by Eli Elias of the service station, dated August 22, 2013. I met with Mr. Elias and Mr. Devlin and both of them assured me that the number of vehicles for sale would be decreased. A letter to the Building Dept. from Mr. Elias was received September 9, 2013, which states the same. For a while, it appeared that the number of cars on site was decreasing.

For the last 5 weeks I have been periodically stopping at the site and taking pictures of the parked vehicles along the eastern border of the service station lot and also vehicles parked near the vicinity of the service station building. It is difficult to determine the number of vehicles for sale on the lot. There are no "For Sale" signs on any of the vehicles yet there are many vehicles on the site without license plates. It stands to reason cars that are being serviced would have a license plate on the vehicle and vehicles without a license plate were for sale.

After looking over the pictures, there have been more than 5 vehicles on site without license plates on the lot since January 31, 2014. What is interesting is that different vehicles without license plates appear to show up in the dated pictures that indicates a continued turnover of vehicles.

Because of the large number of unregistered vehicles on site and the continued turnover in the unregistered vehicles, the owners have not made sufficient effort to reduce the number of used vehicles for sale to 5. Therefore, I recommend that the Board of Selectmen take action against the service station operating owners.

If you have any questions, please call 508 358-3602.

Thanks

Jay Abelli
Building Commissioner / Zoning Enforcement Officer
Town of Wayland

DATE: DECEMBER 1, 2014
TO: BOARD OF SELECTMEN
FROM: ELIZABETH DOUCETTE, FINANCIAL RESEARCH / ANALYST
RE: FY15 – FY17 ANNUAL AUDIT SERVICES RECOMMENDATION

BOARD ACTION REQUESTED:

DISCUSSION AND POTENTIAL VOTE FOR:

- **APPOINTMENT OF MELANSON HEATH & COMPANY, PC AS INDEPENDENT AUDITOR FOR FY15, WITH TWO 1-YEAR OPTIONS TO RENEW FOR FY16 AND FY17**
- **INCLUSION OF CAFR IN AUDIT REPORT**
- **AUTHORIZATION OF BOARD OF SELECTMEN CHAIR TO EXECUTE CONTRACT**

BACKGROUND:

In August 2014, the Audit Committee initiated a Request for Proposals (RFP) for an Independent Auditor to perform the Town’s Annual Audit. Proposals were requested for two alternative reporting formats: a Basic Statement and a Comprehensive Annual Financial Report (CAFR). Both formats include a required Single Audit A-133 and an End of Year Compliance Supplement.

Proposals were received from five firms. The Committee evaluated each Technical Proposal based on the RFP Evaluative Criteria and made a recommendation to appoint Melanson Heath & Company, PC as Town of Wayland Independent Auditor for FY15, with options to renew for FY16 and FY17.

The Audit Committee made a recommendation to request a CAFR, in addition to the Basic Statement to:

- 1) Increase transparency in financial statements,
- 2) Provide a better understanding of town government to citizens, in response to citizen requests for a better understanding of the Town’s financial operations, and
- 3) Show a multi-year perspective and insight into trends over time.

BUDGETERY IMPACT

The Finance Department expense budget for FY15 is \$51,700.00. Level funding for FY16 provides adequate funding to support the Basic Statement and CAFR. The following represents contract amounts for a Basic Statement and for a CAFR:

<u>BASIC STATEMENT</u>	<u>CAFR</u>
FY15 \$37,500.00	FY15 \$44,500.00
FY16 \$38,000.00	FY16 \$45,000.00
FY17 \$38,500.00	FY17 \$45,500.00

AGREEMENT FOR PROVISION OF AUDITING SERVICES

This Agreement is entered into this first day of December, 2014 between the Town of Wayland, Massachusetts, a body politic and corporate of the Commonwealth of Massachusetts (the "Town"), with offices at 41 Cochituate Road, Wayland, Massachusetts 01778, and Melanson Heath & Company, P.C., an entity organized under the laws of the Commonwealth of Massachusetts having a usual place of business at 10 New England Business Center Drive, Suite 107, Andover, Massachusetts 01810 (the "Contractor").

In consideration of the mutual agreements by the parties contained herein, the Town and the Contractor agree as set forth below.

ARTICLE 1. CONTRACT DOCUMENTS

1.1 The Contract Documents consist of this Agreement and the other documents and specifications enumerated below or referred to in such other documents or specifications. The Contract Documents are all as fully a part of this Agreement as if attached to this Agreement or repeated herein. The Contract Documents are as follows, with terms used herein having the meanings assigned to such terms in such Contract Documents:

Request for Proposals for Annual Audit Services dated August 26, 2014, including any specifications and Contractor's proposal entitled "Proposal for Annual Audit Services for the Years Ended June 30, 2015 – 2017" submitted on September 30, 2014.

ARTICLE 2. SCOPE OF WORK

2.1. The Contractor shall perform annually an Basic Financial Statement audit of the Town of Wayland financial statements including presentation of comparative financials as of June 30, 2015; June 30, 2016; and June 30, 2017 and for the years then ended. The Contractor shall also perform annually an audit of the financial statements associated with the Town's operations. Each annual audit shall be performed in accordance with generally accepted auditing standards and the standards for financial audits contained in Government Auditing Standards (most recent revision) issued by the Comptroller General of the United States 2011. The Contractor shall plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, including examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements, assessing the accounting principles used and significant estimates made by management, and evaluating the overall financial statement presentation, and issuing a report thereon. The work of the Contractor shall conform to the terms of the Specifications. The Contractor shall annually provide the Town with thirty (30) copies of the combined financial statements, together with auditors' reports, which shall be spiral or otherwise bound.

2.2. The Contractor shall, in connection with each annual audit, perform tests and report on the Town's compliance with applicable laws, regulations, contracts, and grants.

2.3. The Contractor shall, in connection with each annual audit, review the Town's internal control structure and assess control risk, report on material weaknesses noted, and inform and confer with management and the Members of the Board of Selectmen and other boards so designated regarding recommendations.

2.4. The Contractor shall provide from time to time, during the term of this Agreement, advice and consultation with respect to accounting matters and shall, at the request of the Town Administrator, provide brief written responses with respect to appropriate procedures and appropriate interpretations of the Contractor's reports.

2.5. The Contractor shall, in connection with each annual audit, schedule and participate in conferences, meetings, and briefings in accordance with the Specifications.

2.6. The Contractor shall perform special assignments at the request of the Town Administrator. Special assignments may include audits or reviews of specified accounts or projects. No such assignment shall be performed, nor shall the Contractor be entitled to receive compensation therefore, unless the Town Administrator has authorized the assignment in advance, in writing, specifying the scope of the activity and the total compensation.

2.7. The Contractor shall provide a Comprehensive Annual Financial Report (CAFR) at the request of the Town.

ARTICLE 3. COMPENSATION

3.1. The Contractor shall provide either a Basic Financial Statement or a Comprehensive Annual Financial Report (CAFR) at the request of the Town, as specified in Paragraph 2.7.

The Contractor's compensation for all services rendered in connection with Paragraphs 2.1 through 2.7 of this Agreement, are inclusive of all fees and expenses as follows:

<u>Fiscal Year Ended</u>	<u>Basic Financial Statement</u>	<u>or</u>	<u>CAFR</u>
June 30, 2015	\$ 37,500		\$44,500
June 30, 2016	\$ 38,000		\$45,000
June 30, 2017	\$ 38,500		\$45,500

3.2. Compensation for any special assignment shall be based upon a project fee for such assignment. Prior to the commencement of any special assignment, the Contractor shall propose to the Town in writing a project budget, including the Contractor's proposed fee (expressed as a total dollar amount), and all other expenses, together with a proposed work plan and timetable for executing the assignment. The Town Administrator may approve the proposal, return the proposal for revisions, or

reject the proposal. In no event shall the Contractor be entitled to compensation or reimbursement for any service or expense unless undertaken in accordance with a project budget (or amendment thereto) which has been approved in writing by the Town Administrator.

3.3. Within fourteen (14) days after the execution of this Agreement, and annually thereafter, the Contractor shall submit to the Town Administrator a schedule for payment, reflecting the

Contractor's best estimate of monthly work flow for the ensuing year. Such schedule shall be subject to review and approval by the Town Administrator, such approval not to be unreasonably withheld. Such schedule, when approved by the Town Administrator, shall be incorporated in this Agreement and used as a basis for payment to the Contractor, provided that such payment schedule shall be adjusted as reasonably determined by the Town Administrator in the event that there shall be a change in the work plan or timelines thereunder, or in the event that the actual level of effort required of the Contractor during any period differs materially from the anticipated level of effort for such period upon which such schedule was based.

3.4. The Contractor shall submit to the Town Administrator a monthly invoice setting forth the amount due for the preceding month (a) for services rendered in connection with Paragraphs

2.1 through 2.7; and (b) for special assignments, if any. Each invoice shall include a detailed breakdown of each amount and the sum of all prior payments. The Town Administrator shall review each such invoice and may make such exceptions or adjustments as may be necessary to bring such invoice into conformity with the terms of this Agreement. Within thirty (30) days after submission of each such invoice, the Finance Department shall make payment to the Contractor in the amount approved, subject to Paragraph 3.5.

3.5. The Town shall not be obligated to make any payment to the Contractor hereunder if and

to the extent that the Contractor is in material default of its obligations hereunder; or any part of such payment is attributable to services which are not performed in accordance with this Agreement, provided that payment shall be made as to the part thereof attributable to services which were performed in accordance with this Agreement.

ARTICLE 4. FURTHER RESPONSIBILITIES OF CONTRACTOR

4.1. The Contractor shall perform its services hereunder as expeditiously as is consistent with the standards of professional skill and care required by Paragraph 4.6. The Contractor shall adhere to the time lines set forth in the Specifications and each approved work plan. Time is of the essence of this Agreement. Time lines may be modified by mutual agreement of the parties. If the Contractor is hindered or delayed in the commencement or progress of the work by any act or omission of the Town, or unforeseeable causes beyond the control and not caused in whole or in part by fault or negligence of the Contractor, the Contractor shall be entitled to an extension of time

reasonably needed to complete the work or portion thereof affected by the delay, provided the Contractor shall give prompt written notice of the delay, stating the causes and proposing a modification of the affected time lines.

4.2. The Contractor shall defend, indemnify, and hold harmless the Town of Wayland, its officers and employees from and against any and all claims, demands, actions, including actions for personal injury or wrongful death, actions for property damage, and any other types of claims asserted by third persons alleging a violation of law or for any other cause, arising from or related to the Contractor's performance, acts, or operations relating to this Agreement; provided, however, that this obligation to defend, indemnify and hold harmless shall not apply, as to any liability, loss, expense or claim, to the extent the Contractor demonstrates that such liability, loss, expense or claim (a) is caused by the Town; (b) is attributable to misrepresentations by the management of the Town in any written communication to the Contractor on which the Contractor has relied in performing its services; or (c) is a liability, loss, expense or claim for which the Contractor is prohibited from indemnifying a client under any standard or ruling of the American Institute of Certified Public Accountants.

4.3. The Contractor shall maintain throughout the duration of this Agreement Errors and Omissions coverage in an amount not less than \$1 million. The Contractor shall provide a certificate of such insurance issued by a corporation licensed or authorized by the Commissioner of Insurance to do business in Massachusetts. In the event that the Contractor represents that it is self-insured, the Contractor shall provide evidence satisfactory to the Town Administrator which reasonably establishes that the Contractor has assets to support the amount self-insured. The Town may terminate this Agreement, without affecting any coverage secured by the Contractor hereunder, if the Town Administrator finds that the Contractor has failed to establish the existence of or maintain assets to support the amount of self-insurance claimed.

4.4. The Contractor shall maintain in confidence all business information pertaining to the Town which becomes available to the Contractor in connection with its services under this Agreement. All data and information developed by the Contractor in the performance of this Agreement shall become the property of the Town and shall not be disclosed by the Contractor without the prior express written approval of the Town Administrator, nor shall the Contractor make any use of such data or information for any purpose other than the fulfillment of the Contractor's obligations pursuant to this Agreement. All right, title and interest, including copyright, to all data, information and other work product generated or created pursuant to this Agreement, shall be and remain in the Town. Notwithstanding anything herein to the contrary, the Contractor shall be entitled to retain ownership and control of its working papers to the extent required by professional standards promulgated by the American Institute of Certified Public Accountants. In the event the Contractor receives a subpoena or other validly issued administrative or judicial process requiring the production of materials subject to this Paragraph 4.4, the Contractor shall promptly notify the Town Administrator so as to provide the Town an opportunity to prevent production, and shall thereafter be entitled to comply with such subpoena or process to the extent required by law.

4.5. The parties acknowledge that the services to be performed under this Agreement require a special relationship of trust, cooperation, and good faith between them. The

Contractor therefore agrees that he shall not accept engagements adverse to the interests of the Town in the subject matter of this Agreement.

4.6. The Contractor agrees that the performance of services under this Agreement shall conform to the professional standards promulgated by the American Institute of Certified Public Accountants and any other generally applied ethical and professional standards established by appropriate authorities.

ARTICLE 5. NON-DISCRIMINATION

5.1. The Contractor shall not, in connection with the performance of work under this Agreement, discriminate against any employee or applicant for employment because of race, color, religion, creed, national origin, ancestry, age, sex, handicap, or disability. The Contractor shall post in conspicuous places in the Contractor's offices located within the Commonwealth of Massachusetts, available for employees and applicants for employment, such notices as are provided by the Massachusetts Commission Against Discrimination setting forth the provisions of the Fair Employment Practices law of the Commonwealth.

5.2 The Contractor shall ensure that all employees, including supervisory employees, assigned to provide services under this Agreement within any facility of the Town shall have been instructed, prior to such assignment, regarding laws and regulations against harassment and other forms of discrimination based on sex, race, color, religion, creed, national origin, age, disability, and sexual orientation. The Contractor shall provide each such employee assigned to perform work under this contract with a copy of the Town's personnel policies prohibiting discriminatory behavior (or with a copy of the Contractor's own such policies, if substantially to the same effect). The Contractor shall ensure that its employees do not engage in any form of behavior which would contribute to a hostile work environment for employees of the Town or other contractors of the Town, and, shall, upon becoming aware of any such behavior through notice from the Town or otherwise, take prompt and effective corrective action.

ARTICLE 6. PROJECT MANAGER; ACCOUNT STAFFING

6.1. The Contractor shall, in conformity with the Request for Proposals and the Contractor's Qualifications Statement, designate a project manager and project staff, and shall not substitute any individuals therefore unless such individuals meet the requirements stated in the Request for Proposals. The Contractor shall notify the Town Administrator in writing in advance of proposed changes in the project manager and project staff, and such changes shall be subject to the approval of the Town Administrator, provided such approval shall not be unreasonably withheld. The project manager shall be available and responsible for giving prompt attention and regard to the requests, inquiries and instructions of the Town Administrator relating to the fulfillment of this Agreement.

6.2. The Contractor acknowledges that continuity in the staffing of the work to be performed under this Agreement will contribute significantly to the efficient

prosecution of such work. The Contractor agrees to exercise its best efforts to maintain continuity in the staffing of such work throughout the term of this Agreement. In the event of any changes in such staffing, the Contractor shall be responsible for ensuring that newly assigned staff members are fully briefed, by the Contractor's staff, as to the Town's accounting procedures.

ARTICLE 7. NOTICES

7.1. The Contractor shall provide all notices and invoices in connection with the performance of this Agreement to the Town Administrator at 41 Cochituate Road, Wayland, MA 01778 or to such other individual as the Town Administrator may from time to time in writing direct. The Town Administrator shall provide all notices and claims to the project manager designated by the Contractor or to such other individual or individuals as the Contractor may set forth in claim procedures provided to the Town Administrator. All notices shall be in writing.

ARTICLE 8. DEFAULT; TERMINATION

8.1. The occurrence of any of the following events shall be a default under this Agreement: (a) the Contractor shall file a voluntary petition in bankruptcy or proceedings in bankruptcy shall be instituted against it and shall not be dismissed within 120 days after filing, or any court shall take jurisdiction of the Contractor and its assets, pursuant to proceedings brought under the provisions of any federal reorganization act, or a receiver of the Contractor's assets shall be appointed, or an assignment shall be made for benefit of creditors, or the Contractor shall permanently be prevented by any final action of any federal or state authority from conducting or operating its business;

(b) the Contractor shall fail to perform, keep or observe any term, covenant or condition herein contained which, because of its character, would immediately jeopardize the Town's interest;

(c) the Contractor shall fail to perform, keep or observe any other term, covenant, or condition herein contained within thirty (30) days after notice from the Town;

(d) the Contractor abandons in whole or in part its services provided for by this Agreement or becomes unable to perform its services under this Agreement; or

(e) any other event expressly identified as a default or material breach or a ground for termination under this Agreement shall occur.

8.2. Upon the occurrence and continuance of a default, the Town may terminate this Agreement by giving notice to the Contractor, may exercise any other legal or equitable right or remedy which it may have, or both. In the event of such termination, the Town may, but need not, procure, upon such terms and in such manner as it may deem appropriate, services similar to those provided for hereunder without prejudice to any other rights and remedies for default the Town may have. The Contractor shall be liable to

the Town for reasonable additional costs for such similar services.

8.3. The Town Administrator may terminate this Agreement without cause by delivery of written notice to the Contractor at least seven (7) days prior to the date of termination. In the event of termination pursuant to Paragraph 8.2 or this Paragraph 8.3, the Contractor shall deliver to the Town any and all work or work in progress produced under this Agreement prior to its termination, and the Town shall, upon receipt of such work, pay the Contractor the reasonable value of said work less any set-off for damages caused by the Contractor in the event that the termination was for cause as set forth above.

ARTICLE 9. TERM

9.1. This Agreement shall commence on June 1, 2015, and shall continue through May 31, 2018.

ARTICLE 10. MISCELLANEOUS

10.1. The Contractor's rights, duties and obligations under this Agreement may not be assigned, transferred, subcontracted or delegated without the express prior written approval of the Town in its sole discretion.

10.2. The Contractor is engaged under this Agreement as an independent contractor and not as an agent, employee or partner of the Town.

10.3. No member, director, officer, joint venturer, beneficiary, consultant, volunteer, participant, employee, agent or representative of the Town shall be personally liable to the Contractor under any term or provision of this Agreement for the Town's payment obligations or otherwise, or because of any breach hereof, the Contractor agreeing to look solely to the assets of the Town for the satisfaction of any liability hereunder. In no event shall the Town be liable to the Contractor except for payment for services rendered pursuant to and in accordance with this Agreement, nor shall the Town ever be liable to the Contractor for indirect, incidental, special or consequential damages.

10.4. This Agreement shall be governed by and construed and enforced in accordance with the laws of the Commonwealth of Massachusetts.

10.5. This Agreement may be amended only by a written instrument executed by the Town and the Contractor.

10.6. The Contractor shall familiarize its employees assigned to perform services under this Agreement with the provisions of Massachusetts General Laws, Chapter 268A (the Massachusetts conflict-of-interest law) and the Town's Policy & Procedures Manual as said manual relates to gifts and gratuities from "interested parties."

The Town's obligations under this Agreement are subject to appropriation.

IN WITNESS WHEREOF, the parties hereto have set their hand and seals to this Agreement on the day and date first above specified.

For the Town of Wayland

Nan Balmer, Town Administrator

Date: _____

Approved as to Form by Town Counsel:

Mark Lanza, Town Counsel

Approved as to Availability of Funds:

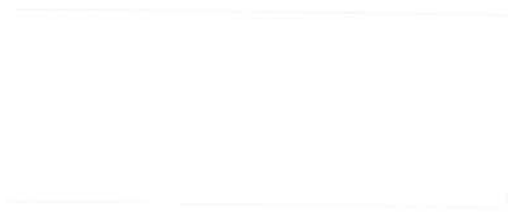
Brian Keveny, Finance Director

Appropriation No:

FOR MELANSON HEATH & COMPANY, P.C.

Scott C. McIntire, CPA
Vice President

Date:





Memorandum

To: All Boards, Committees, Commissions, Departments and Staff
From: Board of Selectmen
Date: December 1, 2014
Re: 2015 Annual Town Meeting and Annual Town Election

The Board of Selectmen voted on Monday, December 1, 2014, to open the Warrant for the Annual Town Meeting to begin on Monday, April 6, 2015, at 7:30 p.m. in the Wayland High School, and the Annual Election to be held on Tuesday, March 31, 2015, at designated polling places. The warrant for said Annual Town Meeting will be open from Thursday, December 18, 2015, at 8:30 a.m., through Thursday, January 15, 2015, at 4:30 p.m. In accordance with Chapter 36, Section 36-3 of the Code of the Town of Wayland, all articles for consideration and inclusion in said warrant shall be submitted to the Selectmen's Office in Wayland Town Building at 41 Cochituate Road, Wayland, Massachusetts by 4:30 p.m. on Thursday, January 15, 2015.

Joseph F. Nolan, Chair

Cherry C. Karlson, Vice Chair

Mary M. Antes

Anthony V. Boschetto

Edward J. Collins

DRAFT WORKSHEET ARTICLE LIST FOR 2015 ANNUAL TOWN MEETING

2015 Article Name	Sponsor	Assignee Selectmen	Assignee FinCom	Position Selectmen	Position FinCom
STANDARD ARTICLES					
Recognize Citizens and Employees for Particular Service to the Town	Board of Selectmen				
Pay Previous Fiscal Year Unpaid Bills	Board of Selectmen				
Current Year Transfers	Finance Committee				
OPEB Funding	Board of Selectmen				
FY 2016 Omnibus Budget	Finance Committee				
Compensation for Town Clerk	Board of Selectmen				
Personnel Bylaw and Wage & Classification Plan	Personnel Board				
Choose Town Officers	Board of Selectmen				
Sell or Trade Vehicles and Equipment	Board of Selectmen				
Accept Gifts of Land	Board of Selectmen				
Hear Reports	Board of Selectmen				

ARTICLE LIST FOR 2015 ANNUAL TOWN MEETING

2015 Article Name	Sponsor	Assignee Selectmen	Assignee FinCom	Position Selectmen	Position FinCom
POTENTIAL BOARD/COMMITTEE ARTICLES					
Funding for a Study of Town Building Use	Planning Board				
COA/Community Center – Feasibility and Design Funding	COA Community Center Study Committee				
Recording and Preservation of Board and Committee Minutes	Board of Selectmen				
Rivers Edge - TBD	????				
Rt 30/School St Design (600-800K)	BOPW				
Accept Misc Streets	Planning Board				
Create Capital Planning Committee	Finance				
Deadlines on changes to Petitioners' Articles	BOS				
Illicit Discharge, Detection and Elimination (IDDE) By-law (Storm water)	ConCom				
Dudley Woods – Clean up missing parcels (47B & 55A ?)	BOS				
Acquire Land – Town Center Municipal Pad	BOS				

ARTICLE LIST FOR 2015 ANNUAL TOWN MEETING

2015 Article Name	Sponsor	Assignee Selectmen	Assignee FinCom	Position Selectmen	Position FinCom
Fire Bylaw – Testing & Maintaining Private Hydrants	BOS				
Energy – Solar Power Purchase Agreement	Energy Comm				
Energy – Approve Leases of Town Property for Solar Facilities	Energy Comm				
Town Building – Approve Charge for Planning Board	PB				
Rt 27 Sidewalk	BOPW				
Glezen Lane Speed Bumps (25K)	BOPW				
Amend Existing Storm Water By-law	ConCom				

DATE: DECEMBER 1, 2014
 TO: BOARD OF SELECTMEN
 FROM: NAN BALMER, TOWN ADMINISTRATOR
 RE: PROPOSED MEETING SCHEDULE

BOARD ACTION REQUESTED:

**REVIEW AND COMMENT ON DRAFT BOS MEETING SCHEDULE:
 DECEMBER 8, 2014 THROUGH APRIL 8, 2015**

POSSIBLE BOS MEETING DATES	POTENTIAL AGENDA ITEMS
2014	
Monday December 8	FY 16 Budget Topics (Utilities, Debt) Annual License Renewals, Review Solar Project with Energy Committee
Monday December 15	Presentation of FY 14 Audit by Independent Auditor; FY 16 Budget Topics - New Positions, Unclassified - Forward budgets under Selectmen to Finance Committee if possible
<i>Monday December 22</i>	<i>(If Required)</i>
2015	
Monday January 5	BOS discussion on its proposed warrant articles (Capital Projects Committee?) Discuss Town Meeting Schedule including process for petitioners to submit articles / final deadline and purpose of warrant hearing.
Monday January 12	Petitioners Workshop with Board of Selectmen; Last meeting before warrant closes on Thursday January 15; Final discussion and vote on FY 16 Budget – Report on 12/31 YTD if possible. Board votes to submit its warrant articles, if any
<i>Tuesday January 20 (day after MLK Day)</i>	<i>(If Required)</i>
Monday January 26	Review Zoning Articles with Town Planner, Building Commissioner and Town Administrator

POSSIBLE BOS MEETING DATES	POTENTIAL AGENDA ITEMS
<i>Monday February 2</i>	<i>(if required)</i>
Monday February 9	Joint Meeting with Planning Board on Zoning Articles; Board determines final order of warrant articles; Vote to Set date for ATM and open STM warrant if required; Finance Committee presents debt exclusion recommendation to BOS if any
Tuesday February 17	Public Comment – Discuss ballot questions;
Monday February 23	Vote Ballot Question, if any
<i>Monday March 2</i>	<i>Regular Meeting if Required</i>
Monday March 9	Final Copy of Warrant delivered to Selectmen, Moderator, Town Clerk, Town Counsel and Finance Director
Monday March 16	Selectmen Sign Warrant for Posting, Selectmen review Town Counsel's draft motions
<i>Monday March 23</i>	<i>If Required</i>
Monday March 30	Selectmen conduct ATM Warrant Hearing, Selectmen vote positions on ATM and STM articles
<i>Note Tuesday March 31 - Election</i>	
Monday April 6	Town Meeting Opens

2015 Calendar

January 2015

Su	Mo	Tu	We	Th	Fr	Sa
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February 2015

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March 2015

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April 2015

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26	27	28	29	30		

May 2015

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31						

June 2015

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July 2015

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August 2015

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September 2015

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October 2015

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November 2015

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22	23	24	25	26	27	28
29	30					

December 2015

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27	28	29	30	31		

DATE: DECEMBER 1, 2014
TO: BOARD OF SELECTMEN
FROM: NAN BALMER, TOWN ADMINISTRATOR
RE: RIVERS EDGE PROJECT: SPECIAL COUNSEL FEE AGREEMENT /
DESIGNATION OF SPECIAL MUNICIPAL EMPLOYEE STATUS

BOARD ACTION REQUESTED:

VOTE TO AUTHORIZE THE CHAIRMAN OF THE BOARD OF SELECTMEN TO SIGN A FEE AGREEMENT WITH THE LAW FIRM OF ANDERSON & KREIGER AND TO DESIGNATE THE ATTORNEYS WORKING ON THE PROJECT AS SPECIAL MUNICIPAL EMPLOYEES OF THE TOWN

BACKGROUND

On November 17th, the Board voted to appoint the law firm Anderson & Kreiger as Special Counsel for the Rivers Edge Project. Since that time a Fee Agreement was drafted which Town Counsel advised should be signed by the Chairman, as authorized by the Board.

The attached fee agreement was reviewed and approved by Town Counsel. The Agreement requires the Board to designate the attorneys working on this project as Special Municipal Employees under MGL Chapter 268A. By providing special municipal employee status, the Board allows greater latitude under the ethics law for attorneys assigned to the project to serve private clients and work on other projects for the town.

FISCAL IMPACT

The cost for this project was proposed at \$95,532, based on hourly rates for attorneys of \$270 to \$320 per hour. The Finance Director advised that sufficient funding for the project is available.

SPECIAL MUNICIPAL COUNSEL FEE AGREEMENT

To be Executed in Duplicate

Dated: November 24, 2014

The Town of Wayland, through its Board of Selectmen, (the "Client"), retains the firm of Anderson & Kreiger LLP, One Canal Park, Suite 200, Cambridge, MA 02141 (the "Firm") as Special Municipal Counsel to perform the legal services described in Paragraph 1, below. The Firm agrees to perform those services faithfully and with due diligence.

1. Under this Special Municipal Counsel Fee Agreement ("Agreement"), the Firm will provide legal services to the Client within the scope of the Firm's Response (including the Firm's Price Proposal and Technical Proposal) (collectively the "Response") submitted on August 28, 2014, to the Town of Wayland's Request for Proposals, RFP #15-12 for legal services as River's Edge Special Counsel (the "RFP"). The Response is incorporated by reference herein. Provision of legal services under this agreement is facilitated by the Town Administrator and may only be requested by the Board of Selectmen in accordance with established Board of Selectmen policy.

2. The Client agrees to pay for services as set forth in this Agreement and the Response, including without limitation, Section 1 of the Firm's Price Proposal and (if the term of the appointment is extended by the Client) Section 2 of the Price Proposal.

3. The Firm will bill the Client monthly for time spent on this matter. Each bill will describe the services performed, the persons performing them, and their hours and hourly rates.

4. Any time spent on this matter within the Description of Services in the Response (e.g. conferences, meetings, telephone calls, emails, drafting documents, research, preparation for and attendance at hearings, advice, guidance, closing, travel time, etc.) will be billed at the hourly composite hourly rate for Partners (\$320), for Counsel and Associates (\$270) and for Paralegals (\$150) set forth in the Firm's Price Proposal. Time will be charged in minimum units of one-tenth (.1) of an hour.

5. The Client agrees to pay the Firm for its reasonable expenses and disbursements (e.g. recording fees, title searches, travel, transcripts, investigative expenses, copying, custom printing, official fees, express postage, etc.). These costs will be itemized, billed, and paid monthly. The Client acknowledges that it may be appropriate to retain one or more expert consultants in this matter, and the Client will retain and pay for any such consultants directly. The Firm will not incur any expense of more than \$400 without the Client's prior approval.

6. The Client will pay each bill from the Firm within 30 days. If the Client fails to pay a bill within 30 days, the Firm may terminate this Agreement, cease providing services and withdraw any appearance it has filed, subject to its ethical obligations.

7. The Firm will keep the Client informed by email of the status of this matter. It will send the Client by email to the Town Administrator and Town Counsel (and to such other

Town officials as the Client may from time to time designate) copies of all significant communications and papers concerning this matter. The Firm will return the Client's telephone calls and respond to Client's e-mails as quickly as possible. Consistent with the standard of care applicable to lawyers practicing in the greater Boston area, the Firm will represent the Client promptly, efficiently and ethically.

8. Under the five factor test set forth in Massachusetts State Ethics Commission's Advisory 06-01, the Client and the Firm agree that the Firm and the attorneys performing services under this Agreement are not municipal employees of the Town. If, however, any attorney of the Firm performing services under this Agreement were to be considered a municipal employee of the Town under Advisory 06-01, pursuant to M.G.L. c. 268A, the Wayland Board of Selectmen has classified the position of River's Edge Special Counsel as a special municipal employee position pending in the municipal agency the Wayland Board of Selectmen. By the position's classification and by the terms hereof, this Agreement permits personal or private employment during normal working hours.

This agreement and its performance are subject to Rule 1.5 of the Massachusetts Rules of Professional Conduct, which rule sets forth certain provisions related to how attorneys charge for their fees.


WE HAVE READ THIS AGREEMENT BEFORE SIGNING IT.

CLIENT:


(Name of Witness)

TOWN OF WAYLAND
By: Joseph F. Nolan
Its: Duly authorized Chair of the
Board of Selectmen

FIRM:



(Name of Witness)



ANDERSON & KREIGER LLP
By: Stephen D. Anderson
Its: Partner

TOWN ADMINISTRATOR'S REPORT

FOR THE WEEKS ENDING NOVEMBER 28, 2014

FY 16 BUDGET PROCESS

Under the process laid out in the Town Code, the Board votes on December 15th to forward departmental budgets under its jurisdiction to the Finance Committee so that it can prepare the FY 16 Omnibus budget. We expect to have those budgets in MUNIS form available to you by December 8th. For the meetings of December 8th and December 15th, I am working with staff to prepare for discussions on selected budget issues as follows: 1) December 8: Utilities and Debt Projection, and 2) December 15th: New Personnel and Employee Health Insurance. Please request any other subjects for Board review including any review in detail of specific departmental budgets. I will try to keep the process moving forward as specified in the Code which states the Board takes final action prior to January 15th.

A meeting was held with the Chairman of the Finance Committee, a School Committee Member and management staff including the new Facilities Director to discuss timing, scope and costs for capital projects.

HOLIDAY LIGHTS

Holiday lights will be installed by a contractor along the hedge at the Public Safety Building and in the trees at each end. The DPW building will install lighting on its sign. The Fire Department will continue to do the same holiday lighting it has done in prior years. The Beautification Committee participated in the planning of the holiday lights and agreed to make a contribution from its budget toward the cost. The Beautification Committee plans to meet in late summer of 2015 to begin planning for holiday lights for December 2015.

PLANNING BOARD

The Planning Board will meet again this week to discuss its recommendation for Board consideration for a Municipal Space Planning Committee which would take a "big picture" view of the future of town buildings.

In a related matter, individual Selectmen and FinCom members suggested a committee working under the Finance Committee which would off-load the Finance Committee's annual work on the next year and 5 year capital improvement program. There are models for such committees in other towns – If requested staff will research these models and provide them to the Board to work toward a possible Board sponsored or Finance committee sponsored article for Annual Town Meeting.

FIRE CHIEF

I have asked the Human Resources Director / Assistant Town Administrator to post the vacancy of Fire Chief.

WAY-CAM

A flood at Way-Cam did not, fortunately, damage equipment. Flooding was the result of a clogged drainage pipe that has now been cleared by the Facilities Department. As a result of the flooding, staff will review the lease with Way-Cam to identify landlord / tenant responsibilities.

AUDIT – MANAGEMENT LETTER

The staff response to the comments in the FY 14 Audit Management Letter will be presented to the Audit Committee on December 2nd in preparation for the joint meeting with the BOS and the Independent Auditor to present the FY 14 Audit.

REVOLVING FUND – RECREATION

Staff including the new Recreation Director, Finance Director and me are working to understand the 53 E ½ Recreation Revolving Fund including cash flow, end of year balance, cap and to what extent Recreation Fees will need to increase to account for future and (possibly past) personnel costs indirect costs.