



NAN BALMER
TOWN ADMINISTRATOR
TEL. (508) 358-7755
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TOWN OF WAYLAND

41 COCHITUATE ROAD
WAYLAND, MASSACHUSETTS 01778

BOARD OF SELECTMEN

LEA T. ANDERSON
MARY M. ANTES
ANTHONY V. BOSCHETTO
CHERRY C. KARLSON
JOSEPH F. NOLAN

**BOARD OF SELECTMEN
Tuesday, April 21, 2015
Wayland Town Building
Selectmen's Meeting Room**

Proposed Agenda

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

- | | | |
|---------|------|--|
| 7:00 pm | 1.) | Call to Order by Chair <ul style="list-style-type: none">• Announcements; Review Agenda for the Public |
| 7:02 pm | 2.) | Public Comment |
| 7:10 pm | 3.) | Organization of the Board |
| 7:20 pm | 4.) | Discuss Portfolio Assignments |
| 7:35 pm | 5.) | Discussion on Annual Town Meeting: Board Comments and Questions |
| 7:50 pm | 6.) | Plan Future Meetings |
| 8:05 pm | 7.) | Discussion and Potential Vote to Approve Letter to Minuteman Regional Vocational School District from Board of Selectmen |
| 8:20 pm | 8.) | Hear Comments and Discuss Council on Aging/Community Center Advisory Committee Charge |
| 8:35 pm | 9.) | Discussion and Potential Vote to Approve the Amended Charge of the Permanent Municipal Building Committee |
| 8:50 pm | 10.) | Review and Potential Vote to Approve Open Session Minutes: <ul style="list-style-type: none">• January 5, 2015• January 12, 2015• February 3, 2015• February 10, 2015• February 17, 2015• February 23, 2015• March 2, 2015• March 16, 2015• March 23, 2015• March 30, 2015• April 6, 2015• April 7, 2015• April 8, 2015• April 13, 2015 |

BOARD OF SELECTMEN
Tuesday, April 21, 2015
Wayland Town Building
Selectmen's Meeting Room
Proposed Agenda Page Two

- | | | |
|---------|------|---|
| 9:05 pm | 11.) | Review and Approve Consent Calendar (See Separate Sheet) |
| 9:10 pm | 12.) | Review Correspondence (See Separate Index Sheet) |
| 9:20 pm | 13.) | Report of the Town Administrator |
| 9:30 pm | 14.) | Selectmen's Reports and Concerns |
| 9:40 pm | 15.) | Topics Not Reasonably Anticipated by the Chair 48 Hours in Advance of the Meeting, If Any |
| 9:45 pm | 16.) | Adjourn |

OFFICERS AND MEETINGS

OFFICERS

1. At the first meeting of the Board of Selectmen held after the adjournment of Annual Town Meeting *sine die*, members shall elect a chairman and vice chairman/clerk whose terms of office begin immediately and end when duly elected successors are chosen at the first meeting of the Board of Selectmen following the adjournment of the subsequent Annual Town Meeting.
2. The chairman shall be the presiding officer at meetings of the board. S/he will set the agenda, represent the board, and act as its spokesman, or designate the same.
3. The vice chairman shall preside at meetings in the absence of the chair, assist the chairman as needed in managing the affairs of the board, and coordinate/schedule the warrant process for the board.
4. If both the chairman and vice chairman are unavailable, the senior Selectman in time served as a Selectman shall preside at meetings of the board.
5. The intent of this policy is for the chairman of the board to rotate among members of the board willing to serve. Nothing in this policy prohibits a selectman from succeeding him/herself if the board so votes.
6. Should the chairman be unable to continue to serve, the vice chairman will become the chair and an election held to choose a new vice-chairman. Should the vice chairman be unable or unwilling to serve, a new chairman shall be elected. Should both positions become vacant, the senior elected Selectman shall hold both offices until an election can be held to fill the vacancy in both positions.

MEETINGS

1. The Board of Selectmen shall convene weekly on Monday evening at 7:00 p.m. or as otherwise scheduled. Special meetings may be called when necessary. Unless deemed appropriate by the board, discussion shall not begin on new business items after 11:00 p.m.
2. The Town Administrator shall provide the members with appropriate background materials on matters before the Board and shall provide copies of all correspondence sent to the Selectmen. S/he shall maintain accurate records of all meetings and action taken, including executive sessions.
3. Three members shall constitute a quorum.

Approved on April 26, 2010; restated on October 13, 2010

4. PORTFOLIO ASSIGNMENTS - CURRENT ASSIGNMENTS

Board of Selectmen Portfolio Assignments for April 2014 through April 2015

Mary Antes - term expires 2015

Housing Authority and Housing Partnership
Affordable Housing, 40B projects
Historic Commission, Historic District Commission
Conservation Commission
375th Anniversary Commemoration Committee
Community Preservation Committee
Technology Planning, Electronic Communication and Improvements to Town Website
WAYcam Public Access Corporation; Cable Television Advisory Committee
Council on Aging, Senior Property Tax Relief Committee
Youth Advisory Committee; Wayland Cares Structural Solution

Tony Boschetto - term expires 2016

Audit Committee, OPEB Advisory Committee
Minuteman Regional Vocational Technical School
Finance Committee, Fiscal/Budget Strategy; Capital Planning; Financial Reporting
Wastewater Management District Commission (Shared)
Permanent Municipal Building Committee
Town Center Project (Shared)

Edward Collins - term expires 2015

Town Counsel and Legal Services
Planning Board, Zoning Board of Appeals
Surface Water Quality Committee
Board of Health
Public Safety Issues (Police, Fire, Including Ambulance, ALS Committee, Paramedic Services)
Emergency Preparedness

Joe Nolan - term expires 2017

Board of Public Works; DPW facility Project
Transportation Issues (Rail Trail, Canoe Launch, Senior/Disabled Transit, TIP Projects/Funding)
MetroWest 495 Partnership, MetroWest Regional Collaborative
Recreation Commission
Library Board of Trustees
River's Edge Project/Sudbury Agreement (Shared)

Cherry Karlson - term expires 2017

Board of Assessors; Overlay Estimate; Tax Classification/ Tax Rate Hearing
Personnel Board, Collective Bargaining, Negotiation Strategy; Health Insurance
Schools
Economic Development Committee
Wastewater Management District Commission (Shared)
Energy Initiatives Advisory Committee
Town Center Project (Shared)
River's Edge Project/Sudbury Agreement (Shared)

**6. Plan MEETINGS
- SUGGESTED BOS DATES**

365 **April 2015**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
14			1	2	3	4
15	5	6	7	8	9	10
16	12	13	14	15	16	17
17	19	20	21	22	23	24
18	26	27	28	29	30	

365 **March 2015**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
10	1	2	3	4	5	6
11	8	9	10	11	12	13
12	15	16	17	18	19	20
13	22	23	24	25	26	27
14	29	30	31			

365 **February 2015**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
6	1	2	3	4	5	6
7	8	9	10	11	12	13
8	15	16	17	18	19	20
9	22	23	24	25	26	27

365 **January 2015**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1			1	2	3	
2	4	5	6	7	8	9
3	11	12	13	14	15	16
4	18	19	20	21	22	23
5	25	26	27	28	29	30
	31					

365 **August 2015**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
31						1
32	2	3	4	5	6	7
33	9	10	11	12	13	14
34	16	17	18	19	20	21
35	23	24	25	26	27	28
36	30	31				

365 **July 2015**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
27			1	2	3	4
28	5	6	7	8	9	10
29	12	13	14	15	16	17
30	19	20	21	22	23	24
31	26	27	28	29	30	31

365 **June 2015**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
23	1	2	3	4	5	6
24	7	8	9	10	11	12
25	14	15	16	17	18	19
26	21	22	23	24	25	26
27	28	29	30			

365 **May 2015**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
18				1	2	
19	3	4	5	6	7	8
20	10	11	12	13	14	15
21	17	18	19	20	21	22
22	24	25	26	27	28	29
23	31					

365 **December 2015**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
49			1	2	3	4
50	6	7	8	9	10	11
51	13	14	15	16	17	18
52	20	21	22	23	24	25
1	27	28	29	30	31	

365 **November 2015**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
45	1	2	3	4	5	6
46	8	9	10	11	12	13
47	15	16	17	18	19	20
48	22	23	24	25	26	27
49	29	30				

365 **October 2015**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
40				1	2	3
41	4	5	6	7	8	9
42	11	12	13	14	15	16
43	18	19	20	21	22	23
44	25	26	27	28	29	30
	31					

365 **September 2015**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
36			1	2	3	4
37	6	7	8	9	10	11
38	13	14	15	16	17	18
39	20	21	22	23	24	25
40	27	28	29	30		

Calendar & Holidays
2015
Calendar-365.com

1 Jan New Year's Day	31 Oct Halloween
19 Jan Martin Luther King Day	1 Nov Daylight Saving (End)
12 Feb Lincoln's Birthday	11 Nov Veterans' Day
14 Feb Valentine's Day	26 Nov Thanksgiving
16 Feb Presidents Day	7 Dec Pearl Harbor
17 Feb Mardi Gras Carnival	25 Dec Christmas Day
8 Mar Daylight Saving (Start)	31 Dec New Year's Eve

7 Sep Labor Day
11 Sep September 11th
17 Sep Citizenship Day
25 Sep Native American Day
12 Oct Columbus Day
16 Oct Boss's Day
17 Oct Sweetest Day

16 May Armed Forces Day
24 May Pentecost
25 May Memorial Day
25 May Pentecost Monday
14 Jun Flag Day
21 Jun Father's Day
4 Jul Independence Day

17 Mar St. Patrick's Day
1 Apr April Fool's Day
3 Apr Good Friday
5 Apr Easter
6 Apr Easter Monday
5 May Cinco de Mayo
10 May Mother's Day

9/11 - 9/15 *Rosh Hashana*
9/29 *Yom Kippur*
12/14 *Ekanotsed*

4/21/15

*7 Letter to Minuteman
from Board of
Selectmen*

DATE: APRIL 21, 2015

TO: BOARD OF SELECTMEN

FROM: NAN BALMER, TOWN ADMINISTRATOR

**RE: LETTER FROM BOS TO MINUTEMAN REGARDING TOWN MEETING VOTE TO
WITHDRAW**

Selectman Boschetto and Minuteman Representative Castegna will provide a draft letter from the Board of Selectmen regarding Town Meeting's vote to withdraw from Minuteman.

Attached is a draft of the Town Clerk's Notice of Withdrawal from Minuteman which will be accompanied by the Town Clerk's certification of the Town Meeting vote. Also attached is Section IX of the existing regional Agreement regarding withdrawal from the district.

7. Letter from Selectmen. MM
- Excerpt from Regional
Agreement as amended
10.7.1980

SECTION VIII ADMISSION OF NEW TOWNS

By an amendment of this Agreement adopted under and in accordance with Section VII above, any other town or towns may be admitted to the regional school district. The effective date for the admission of each such new member town shall be the July 1 following the adoption by the District of such an amendment and the acceptance by the town of this Agreement as so amended. Such admission also shall be subject to compliance with such provisions of law as may be applicable and such terms as may be set forth in such amendment.

(Amendment #2-2/20/79)

SECTION IX WITHDRAWAL

(A) Limitations

The withdrawal of a member town from the District may be effected by an amendment to this agreement in the manner hereinafter provided by this section. Any member town seeking to withdraw shall by vote at an annual or special town meeting, request the committee to draw up an amendment to this agreement setting forth the terms by which such town may withdraw from the District, provided that the said town shall remain liable to the District for its share of the indebtedness of the District outstanding at the time of such withdrawal, and for interest thereon, to the same extent and in the same manner as though the town had not withdrawn from the District.

(B) Procedure

The clerk of the town seeking to withdraw shall notify the Committee in writing that such town has voted to request the Committee to draw up an amendment to the agreement (enclosing a certified copy of such amendment). The selectmen of each member town shall include in the warrant for the next annual or a special town meeting called for the purpose an article stating the amendment or the substance thereof. Such amendment shall take effect upon its acceptance by all of the member towns acceptance by each town to be by a majority vote at a town meeting as aforesaid.

(C) Cessation of Terms of Office of Withdrawing Town's Members

Upon the effective date of withdrawal the terms of office of the member serving on the regional district school committee from the withdrawing town shall terminate and the total membership of the Committee shall be decreased accordingly.

(D) Apportionment of Capital Costs after Withdrawal

The withdrawing town's annual share of any future installment of principal and interest on obligations outstanding on the effective date of its withdrawal shall be not less than the average of such town's annual capital cost apportionment percentages for the three years next preceding the year in which its withdrawal becomes effective, or, in case such withdrawal becomes effective, the withdrawing town's annual share of such future installments of principal and interest shall be not less than the average of such town's annual capital cost apportionment percentage for such of the year or years preceding the year in which its withdrawal becomes effective for which an apportionment of capital costs shall have been made. The remainder of any such installment after subtracting the share of any town or towns which have withdrawn shall be apportioned to the remaining member town or towns in the manner provided in sub-section IV(D) or as may be otherwise provided in the amendment providing for such withdrawal.

SECTION X TUITION STUDENTS

The Committee may accept for enrollment in the regional district school pupils from towns other than member towns on a tuition basis. Income received by the District from tuition pupils and not previously deducted from operating costs shall be deducted from the total operating costs in the next annual budget to be prepared after the receipt thereof, prior to apportionment under subsection FV(E) to the member towns.

SECTION XI FISCAL YEAR

Except as may otherwise be provided by law, the fiscal year of the district shall be the same as the fiscal period of the member towns and the work year or fiscal year as it relates in this agreement to a fiscal or budget period shall mean the fiscal year of the District.

If the fiscal year of the District shall be other than the calendar year, the dates on or before which the respective percentages of the annual share of each member town shall be paid as provided in



BETH R. KLEIN
TOWN CLERK
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TOWN OF WAYLAND

41 COCHITUATE ROAD
WAYLAND, MASSACHUSETTS 01778

7. LETTER FROM SELECTMEN - MINUTEMAN
- ACCOMPANYING NOTICE OF
WITHDRAWAL
FROM
TOWN CLERK

April 22, 2015

Mr. Jeff Stulin, Chair
Minuteman Regional School Committee
758 Marrett Road
Lexington MA 02421

Dear Mr. Stulin:

I am writing to inform you that on Wednesday, April 8, 2015, the Wayland Town Meeting voted to approve the following actions:

- a.) rescind its acceptance of Massachusetts General Laws Chapter 71, Sections 16 through 161, inclusive to establish a regional vocational technical school district with the towns of Arlington, Belmont, Concord and Lexington and such of the towns of Acton, Boxborough, Carlisle, Lincoln, Sudbury, Stow, and Weston which voted to accept such sections, and the construction, maintenance and operation of a regional school by said district in accordance with a proposed agreement filed with the Board of Selectmen; and
- b.) authorize the Board of Selectmen, with the approval of Town Counsel as to form, to (i) file with the Minuteman Regional Vocational School Committee a written request to prepare an amendment to the current Regional Agreement among the member towns of said district setting forth the terms and conditions by which the Town may withdraw from said district; and (ii) take all other actions necessary to withdraw from said district.

This correspondence is being sent to the Chair of the Minuteman Regional School Committee in fulfillment of Section IX Withdrawal (B) Procedure of the District Agreement dated June 18, 1970, as amended October 7, 1980.

Sincerely,

Beth R. Klein
Town Clerk

enc: Certified Vote of the 2015 Annual Town Meeting: "Withdraw from Minuteman Regional Vocational School District"
cc: Dr. Edward Bouquillon, Superintendent, Minuteman Regional School
Wayland Board of Selectmen
Wayland School Committee
Wayland Town Moderator
Wayland Representative to the Minuteman School Committee

8. HEAR COMMENTS / DISCUSS
COA/CC CHARGE

Town of Wayland

41 Cochituate Road, Wayland, MA 01778-2614

ph: 508-358-7701

fx: 508-358-3627

Council on Aging/Community Center Advisory Committee

Contact: Nan Balmer , 508-358-7755

Meeting Agendas:

Meeting Minutes

Name	Representing
Steven J. Correia	Member at Large
Kenneth A. Isaacson	Member at Large
Frank Krasin	Recreation Commission
Carol B. Martin	Finance Committee
P. Jean Milburn	Member at Large
Andrew J. Reck	Planning Board
William Sterling	Council on Aging

On September 8, 2014, the Board of Selectmen established a Council on Aging/Community Center Advisory Committee as a temporary advisory committee to review the feasibility of utilizing the former day care center at the Town Center municipal pad as a Wayland Council on Aging/Community Center.

By a vote of the Selectmen, the Committee shall be comprised of seven (7) voting members appointed by and serving at the pleasure of the Board of Selectmen, with four (4) appointees to be members of or designees (one each) by the following committees and boards:

- Finance Committee
- Recreation Commission
- Planning
- Council on Aging

and three (3) citizens of the Town for at large positions. (By a vote of the Board of Selectmen on October 20, 2014, the original charge calling for a designee of the Permanent Municipal Building Committee was changed to a third citizen of the Town for an at large position.) The Town Administrator may designate up to two (2) staff members as Ex-Officio members of the Committee. All terms will expire upon the final recommendation and report of Committee.

The purpose of the Committee is to provide the Board of Selectmen with a recommendation on the Wayland COA/Community Center project with the intention of developing a well prepared warrant article for the 2015 Annual Town Meeting. Responsibilities include, but are not limited to:

Phase 1

- Review space allocation for the existing structure and determine if it can be sufficiently re-configured for a COA/Community Center,

- Review existing structure and materials to determine the level of renovations required,
- Work with COA and Recreation departments to maximize programming space,
- Work with Town resources and departments to accurately identify project goals and objectives,
- Evaluate the cost and financing for Phase 1,
- Evaluate the possibility of generating income form room/facility rental.

Phase 2

- Evaluate the need and feasibility of a second structure to supplement the existing structure if needed.

The Committee shall submit a report and a draft warrant article seeking further study and feasibility funding to the Board of Selectmen at the conclusion of its work.

9. Discuss/VOTE ON AMENDED PMBC CHARGE

Permanent Municipal Building Committee

On April 25, 2011, the Board of Selectmen voted to establish a standing committee to be known as the Permanent Municipal Building Committee (PMBC). The PMBC suggested revisions to the charge based on its experience over three years. The BoS voted on February xx, 2015 to revise the charge with the accompanying policies and procedures.

The Committee shall be comprised of five (5) members who shall be appointed by and serve at the pleasure of the Board of Selectmen for terms of two (2) years, said appointments to be based on professional or vocational expertise with preference given to citizens possessing experience in any one of the following areas: structural or civil engineering; project management; construction law; building design and construction; or design and installation of heating, ventilation and cooling systems.

The Public Buildings Director shall serve as an ex officio member of the PMBC without right of vote.

The role of the PMBC is to oversee and direct the design and construction of selected Town building projects by providing technical, project management and cost and schedule expertise. The PMBC may also provide advice on projects not under its direct oversight, if requested by the Board of Selectmen, the School Committee, the Public Buildings Director or the project sponsor. The PMBC may provide technical advice on the feasibility, cost and schedule of projects under consideration by the Town, if requested.

In executing its responsibilities on municipal or school building projects assigned to it, the PMBC may be increased by two (2) members chosen based on interest and expertise related to the program and use of the public building project appointed by:

- the Board of Selectmen for a municipal building project related to a public service under the jurisdiction of the Board of Selectmen, provided that Selectmen may seek recommendations for appointments from an appointed committee of cognizance before making such appointments;
- jointly by the Board of Selectmen and an elected board of cognizance for municipal building projects; and,
- the School Committee, with approval of the Board of Selectmen, for school building projects.

The two additional appointments shall be made for a term ending with the completion of the project as determined by the Board of Selectmen for municipal building projects or the School Committee for school building projects.

The PMBC has developed policies and procedures to support its role. These can be found on the Committee's website and are important to clarify and support the Committee's role and responsibilities.

Permanent Municipal Building Committee

Policies and Procedures

Assigning Projects to PMBC:

The Town's Public Buildings Director will be responsible for identifying all projects that are required to come before the PMBC for review and for determining the level of oversight to be performed by the PMBC. The Public Buildings Director will inform the Board of Selectmen or the School Committee that a project must be assigned to the PMBC and will arrange for the project sponsor to meet with the PMBC for presentation of the project.

For projects not required for review, but assigned by the Board of Selectmen and the School Committee, the Public Buildings Director will schedule the project for review by the PMBC and will coordinate with the project sponsor.

The Public Buildings Director will inform sponsors of all Town construction projects of the option and process of having non-required projects reviewed by the PMBC and will arrange for the project sponsor to meet with the PMBC for presentation of their projects, if requested.

Project Review:

The following projects are required to come before the PMBC for review prior to any contracts being advertised or any related procurement of goods or services by the Town. Working with the Public Buildings Director, a determination will be made as to the level of oversight the PMBC will perform on each project. The project sponsor and the Board of Selectmen or the School Committee will be notified in writing as to the level of oversight. Required projects include:

- All vertical construction projects requiring an Owner's Project Manager by DCAM (currently all projects with an estimated cost of \$1.5M or more)
- All projects requesting funding from the MSBA regardless of project costs
- Any project that the Board of Selectmen or the School Committee assigns to the PMBC. The Board of Selectmen or School Committee will assign the project to the PMBC in writing and describe their reasons for the assignment

The following projects are not required to come before the PMBC for review, but project sponsors may request PMBC review and involvement with permission of the Board of Selectmen. Working with the Public Buildings Director, a determination will be made as to the level of oversight the PMBC will perform on each project. The project sponsor and the Board of Selectmen or the School Committee will be notified in writing as to the level of oversight. It is recommended that sponsors request review and involvement by the PMBC prior to any contracts being advertised or procured by the Town, but this is not required. Voluntary involvement projects include:

- Horizontal construction projects (such as athletic fields, roadway or infrastructure projects, solar projects, etc.)
- Vertical construction projects not subject to the mandatory criteria or assigned to the PMBC by the Board of Selectmen or School Committee

PMBC Product:

The PMBC will advise and make recommendations to the Board of Selectmen or the School Committee, and to the project sponsor and the Public Buildings Director regarding the following phases and/or elements of a project:

- Feasibility Studies
- Condition of existing building(s) related to the proposed project

- Programming
- Scope
- Plan for maintaining Town services during construction
- Award and execution of Contracts (to either Board of Selectmen or School Committee)
- Approval of payment of consultant and contractor invoices (to either Board of Selectmen or School Committee)

The PMBC will have decision-making authority over the following phases and/or elements of projects under its oversight, but may delegate some of this authority to project sponsors or the Public Buildings Director on a project-by-project basis:

- Bidding and procurement process
- Selection of all project consultants and contractors, e.g. programmer, architect, OPM, CMs, GC, etc.
- Supervision and direction of all project consultants and contractors, e.g. programmers, architects, OPMs, CMs, GCs, etc., unless the Public Buildings serves as the projects OPM
- Management of the approved project budget
- Management of the project schedule
- Design of the project consistent with the approved program and budget
- Design Review and value engineering
- De facto approval of expenditures and invoices consistent with the approved project budget
- Provide input to changes in scope and budget consistent with the approved project program and budget
- Exercise such other powers as are necessary with respect to the project to ensure the project meets the approved program, budget and schedule requirements
- With the Public Buildings Director may establish general criteria for projects and may establish general design review criteria for projects

Project Reporting:

The PMBC will communicate and interact with the project sponsors (board, committee and/or department) through the two members assigned to the PMBC for that project. Further, these two project specific members, along with the Public Buildings Director will have the responsibility to provide project reporting to the Board of Selectmen and/or School Committee, to the project sponsor's department, board or committee, and, if needed, to Town Meeting and other public forums. The permanent members of the PMBC will provide technical support for project reporting.

The two project specific members, along with the Public Buildings Director will have the responsibility of representing the project to approving town boards with the technical support of the permanent members of the PMBC.

The PMBC will report annually to the Town.

Staff Support:

The Public Buildings Director and/or staff of the Public Buildings Department will provide all needed administrative support, including, but not limited to scheduling meetings and preparing agendas and meeting minutes.

Project Advocacy:

The PMBC does not advise on the need for a Town construction project nor the amount of funding the Town should allocate to a project other than to provide technical information needed to make those decisions. The PMBC will not advocate for or against a project, and will not be involved in the public approval process for

project funding, other than to provide technical information, related to project scope, budget, schedule, and/or the condition of current buildings and other relevant technical questions.

Also, the PMBC will not advise or make recommendations regarding the following phases and/or elements of a project or the Town's capital maintenance plan:

- Need for the project by the Town
- Impact of the project on the Town
- Level of funding allocated or approved by the Town, unless the funding is substantially underfunded or overfunded based upon the project's design, or unless the funding results from a PMBC recommended change order
- Operating analysis or changes to operating budgets or Town staffing
- Financial analysis of project on the Town's finances
- Procurement of funding



TOWN OF WAYLAND

41 COCHITUATE ROAD
WAYLAND, MASSACHUSETTS 01778

DATE: April 17, 2015
TO: Board of Selectmen
FROM: John Senchyshyn, Asst. Town Administrator/HR Director
RE: Permanent Municipal Building Committee (PMBC) Charge

Over the past several months I have been working on updating the PMBC charge (copy attached). The new draft document updates the charge, but also adds a Policies and Procedures section to the charge. The Policies and Procedures clarify and further define the PMBC's role, level of involvement and responsibilities in various aspects of building projects. Hopefully the Policies and Procedures will provide the PMBC with better definition in addressing projects and interacting with various boards and committees.

I have shared the draft with Doug Goddard from the PMBC. Doug has not raised any concerns with either the revised Charge or the accompanying Policies and Procedures.



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BOARD OF SELECTMEN

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CHERRY C. KARLSON
JOSEPH F. NOLAN

DRAFT

Board of Selectmen Meeting Minutes January 5, 2015

Attendance: Mary M. Antes, Tony V. Boschetto, Edward J. Collins (arrived 6:36 p.m.), Cherry C. Karlson, Joseph F. Nolan

Also Present: Town Administrator Nan Balmer, Executive Assistant MaryAnn DiNapoli

A1. 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 pursuant to Massachusetts General Laws Chapter 30A, Section 21(a)(6), to Discuss the Exchange, Lease or Value of Real Estate At 6:33 p.m., J. Nolan moved, seconded by M. Antes, to enter into executive session with the Wastewater Management District Commission pursuant to Massachusetts General Laws Chapter 30A, Section 21a(3), to discuss strategy with respect to pending litigation regarding the case of Twenty Wayland, LLC and the Town of Wayland. The Chair declares that a public discussion of strategy with respect to pending litigation regarding the case of Twenty Wayland, LLC and the Town of Wayland will have a detrimental effect on the bargaining or litigating position of the Town. Roll call vote: YEA: M. Antes, T. Boschetto, C. Karlson, J. Nolan. NAY: none. ABSENT: E. Collins. ABSTAIN: none. Adopted 4-0. Chair J. Nolan invites attendance by Town Planner Sarkis Sarkisian, Wastewater Management District Commission members Fred Knight, Sam Potter and Rick Greene, Town Administrator Nan Balmer, Town Counsel Mark Lanza, and Executive Assistant MaryAnn DiNapoli. The Board will reconvene in open session in approximately thirty minutes.

The Board returned to open session at 7:05 p.m.

A2. Call to Order by Chair Chair J. Nolan called the open meeting of the Board of Selectmen to order at 7:04 p.m. in the Selectmen's Meeting Room of the Wayland Town Building and noted the meeting will likely be broadcast and videotaped for later broadcast by WayCAM. He reviewed the agenda for the public.

A3. Public Comment Jonathan Buchman, 240-244 Boston Post Road, representing the Wayland wastewater users, said the users had been hoping for a decision on legal matters at this point; he said the users would like a direction so they can move on. Woody Baston, 11 Cochituate Road, said the Wayland Depot lost electrical wires during the recent storms and needs repair. J. Nolan said the Town Administrator will look into it. He also suggested that the Board of Directors for the Wayland Depot consider requesting funding for repairs through the Community Preservation Committee. Alan Reiss, 463 Old Connecticut Path, said the intersection project at Route 30 and West Plain Street went very well, and he said the directional lights will be complete by the end of the month.

A4. Petitioners' Workshop with Town Counsel J. Nolan opened the Petitioners' Workshop at 7:27 p.m. Town Counsel Mark Lanza said the purpose of the workshop is to help potential petitioners understand the

process. He said as Town Counsel, he can assist with the drafting of articles and motions for procedural and technical issues only; he cannot advise as to the merits of the article or provide substantive legal advice. Duane Galbi, 190 Stonebridge Road, said he is looking for a way to limit the noise of the gun club, and he asked the Board to use the current bylaws to address the issue. M. Lanza said the gun club is exempt from the noise bylaw. T. Boschetto asked if the residents have tried to work with the gun club; D. Galbi said they had. He requested advice on drafting an article that would provide town funding for a study of the applicability of the noise bylaw. The Board requested that the Town Administrator work with Town Counsel to investigate the issue further. D. Galbi said that he is also looking into other ways to change the speed limit on Stonebridge Road. M. Lanza said the town followed the procedure for changing the speed limit and the state denied the request; there is nothing further to be done. D. Galbi said he is also considering an article to allow petitioners' questions on a town ballot, and a procedure for the impeachment of public officials. M. Lanza said a change to the ballot must be done by bylaw or special act, and recall procedures must be set by statute. Anthony Spencer, 7 Castle Road, said he is trying to draft an article for a bylaw to prevent commercial vehicles from parking on the street for a long period of time. M. Lanza said the Board of Selectmen has the authority to pass a traffic regulation now. C. Karlson advised A. Spencer to consult with the Town Administrator to bring a proposal to the Board. Alan Reiss, 463 Old Connecticut Path, said he is a petitioner on an article that is a resolution to establish electronic voting for three more years. The Board discussed whether to extend the term of the resolution. A. Reiss said it's appropriate to be more flexible, and the current contract is for three years. C. Karlson said the article is in the form of a resolution because petitioners cannot bind the town to future expenses. Linda Segal, 9 Aqueduct Road, expressed concern about a proposed placeholder article regarding the process for changing the way petitioners are allowed to modify their articles after they are submitted. C. Karlson said the intention was to limit changes so articles can be evaluated with enough time before Annual Town Meeting. L. Segal also requested that the Annual Town Meeting schedule be posted in a timely manner.

A5. Review and Potential Vote to Submit Articles for April 2015 Annual Town Meeting N. Balmer reviewed the standard articles and potential additional articles for the 2015 Annual Town Meeting. M. Antes moved, seconded by E. Collins, to accept for inclusion in the 2015 Annual Town Meeting the standard articles: Recognize Citizens and Employees for Particular Service to the Town, Choose Town Officers, Accept Gifts of Land, Sell or Trade Vehicles and Equipment, Pay Previous Fiscal Year Unpaid Bills, Current Year Transfer, Hear Reports, Compensation for Town Clerk, and Rescind Authorized but Unissued Debt. YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0. C. Karlson moved, seconded by T. Boschetto, to accept for inclusion in the 2015 Annual Town Meeting the article, Transfer Dudley Woods Parcels for Passive Recreation. YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0. E. Collins moved, seconded by M. Antes, to accept for inclusion in the 2015 Annual Town Meeting the article, Acquire Open Space Parcel in Sage Hill Subdivision. YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0. T. Boschetto moved, seconded by E. Collins, to accept for inclusion in the 2015 Annual Town Meeting the article, Accept the Local Option Provision of the Valor Act. YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0. The Board questioned the need for the article regarding the taking of land at Route 27/Route 30. M. Lanza said a taking was voted at the 2010 Annual Town Meeting, but it was a smaller project, with a more narrow scope. M. Antes moved, seconded by C. Karlson, to accept for inclusion in the 2015 Annual Town Meeting the article, Land and Easement Acquisitions for Route 30 and 27 Intersection Improvements. YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0. The Board discussed changing the petitioners' bylaw to a policy on a trial basis, and asked N. Balmer to prepare a recommendation by next week.

A6. Discussion of Minuteman Regional School Amendments T. Boschetto, as liaison to the school district, led the discussion regarding the Minuteman Regional School amendments. He said that last year the

town did not adopt the amendments, and had a nonbinding resolution to withdraw. Since then, there have been no changes, and none of the town's concerns were addressed. He said that he was joined by Jeanne Downs of the School Committee and Superintendent of Schools Paul Stein to investigate other regional schools. Mary Ellen Castagno, Wayland representative to the Minuteman School, said two other towns voted to withdraw. The Board discussed the costs and the educational standards of other schools. J. Nolan said he would like the recommendation of the School Committee, and noted that there are students who are invested in the current system. T. Boschetto asked for a financial analysis. J. Nolan also suggested contacting State Representative Alice Peish. The Board agreed to continue to review the issue.

A7. Request to Board of Selectmen to Sponsor Community Preservation Project for Rail Trail Larry Kiernan, Wayland Representative to the Central Mass Rail Trail, updated the Board on the rail trail project and asked for the Board's support. He reviewed funding sources and plans. He said he expects to receive approximately \$440,000 in CPA (Community Preservation Act) funds, \$250,000 from town center gift funds, and miscellaneous funding from other sources. He said the project could be done in 2015, and the DPW staff will maintain the trail once it is built. J. Nolan asked if there was money to be made from salvage, and by partnering with utilities; L. Kiernan said yes. He also noted that any funds not utilized for the trail will be used for a railroad interpretive site. It was the consensus of the Board to support the project.

A8. Discussion of Moderator's Forum on Town Meeting Warrant with Town Moderator Dennis Berry Town Moderator Dennis Berry appeared before the Board to discuss the proposed Moderator's Forum. He said it will provide another opportunity for residents to prepare for town meeting and allow discussion on articles, with the exception of the budget articles. He said he hopes to find compromise before town meeting. He said it will be less formal than town meeting, and participation is voluntary. E. Collins asked if he could make rulings on questions; D. Berry said no, rulings can only be made at town meeting. He said he anticipated that the Moderator's Forum be held March 25.

A9. Review and Approve Consent Calendar (See Separate Sheet) M. Antes moved, seconded by T. Boschetto, to approve consent calendar items 1 through 7. YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0. M. Antes moved, seconded by T. Boschetto, to approve consent calendar item 8. YEA: M. Antes, T. Boschetto, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: E. Collins Adopted 4-0-1.

A10. Review Correspondence (See Separate Index Sheet) The Board reviewed the week's correspondence. M. Antes noted that many of the minutes did not meet all the requirements of the open meeting law. She advised the Board that the town is now a complimentary member of the MetroWest Visitors Bureau. J. Nolan called attention to the letter from the MetroWest Regional Transit Authority regarding its collaboration with the MBTA.

A11. Report of the Town Administrator N. Balmer updated the Board on Glezen Lane and the lifting of the assignment of the River's Edge site as a landfill. She said funding for Wayland Cares may not be supplemented by federal funds, so there will be a request for local support. She suggested revising the charge for the Permanent Municipal Building Committee, and the Board requested more information at a future meeting. N. Balmer reviewed cash reconciliation, the DPW project, the environmental bond bill, school/town maintenance responsibilities, WayCAM and the completion of the FY2014 Annual Town Reports. The Board congratulated Fire Chief Vincent Smith on his retirement and thanked him for his service.

A12. Selectmen's Reports and Concerns M. Antes noted the town's responsibility to repair the clock at the Community United Methodist Church on Main Street, and the Board asked her to follow up on the funding. C. Karlson reported on a grant to the Energy Initiatives Advisory Committee from the Massachusetts Department of Energy to supplement the town generator with solar power.

A13. Topics Not Reasonably Anticipated by the Chair 48 Hours in Advance of the Meeting, If Any
J. Nolan said, "I know of none."

A14. Adjourn There being no further business before the Board, E. Collins moved, seconded by M. Antes, to adjourn the meeting of the Board of Selectmen at 10:37 p.m. YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

Items Distributed for Information and Use by the Board of Selectmen at the Meeting of January 5, 2015

1. Articles for 2015 Annual Town Meeting: Accept the Local Option Provision of the Valor Act, and Change Deadline for Submission of Warrant Articles by Petitioners
2. Draft Timeline for 2015 Annual Town Meeting Schedule

Items Included as Part of Agenda Packet for Discussion During the January 5, 2015, Board of Selectmen's Meeting

1. Warrant Article Process: Guide for Petitioners
2. Standard Articles for Annual Town Meeting
3. Point by Point Comparison, Minuteman Regional Vocational School, Current Agreement versus Proposed Agreement
4. Wayland Rail Trail Project Application for Community Preservation Committee
5. Memorandum of 1/5/15 from Nan Balmer, Town Administrator, to Board of Selectmen, re: Moderator's Forum on Annual Town Meeting Warrant



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BOARD OF SELECTMEN

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

DRAFT

Board of Selectmen Meeting Minutes January 12, 2015

Attendance: Mary M. Antes, Tony V. Boschetto, Edward J. Collins (arrived 6:08 p.m.), Cherry C. Karlson, Joseph F. Nolan

Also Present: Town Administrator Nan Balmer, Executive Assistant MaryAnn DiNapoli (left at 7:00 p.m.)

A1. Open Meeting and Enter into Executive Session pursuant to Massachusetts General Laws Chapter 30A, Section 21a(3), to Discuss Strategy with Respect to Potential Litigation regarding the Enforcement of the Judgment with Respect to Bernstein, et al v. Wayland Planning Board; and 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 et al; and Pursuant to Massachusetts General Laws Chapter 30A, Section 21a(6), to Discuss the Exchange, Lease or Value of Real Estate At 6:03 p.m., J. Nolan moved, seconded by M. Antes, to enter into executive session pursuant to Massachusetts General Law Chapter 30A, Section 21a(3), to discuss strategy with respect to potential litigation regarding the enforcement of the judgment with respect to Bernstein, et al v. Wayland Planning Board; and 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 et al; and pursuant to Massachusetts General Laws Chapter 30A, Section 21(a)(6), to discuss the exchange, lease or value of real estate. The Chair declares that a public discussion of strategy with respect to potential litigation regarding the enforcement of the judgment with respect to Bernstein, et al v. Wayland Planning Board; and strategy with respect to pending litigation regarding the case of Twenty Wayland, LLC and the Town of Wayland et al; and a public discussion of the exchange, lease or value of real estate, will have a detrimental effect on the bargaining, litigating or negotiating position of the Town. Roll call vote: YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: E. Collins. ABSTAIN: none. Adopted 4-0. Chair J. Nolan invites attendance by Fire Chief Vincent Smith, Police Chief Robert Irving, Director of Highway Operations Stephen Kadlik, Wastewater Management District Commission members Fred Knight, Sam Potter and Rick Greene, Town Administrator Nan Balmer, Assistant Town Administrator/HR Director John Senchyshyn, Town Counsel Mark Lanza, and Executive Assistant MaryAnn DiNapoli. The Board will reconvene in open session in approximately one hour.

Linda Segal, 9 Aqueduct Road, asked the Board to identify the real estate which is the subject of the executive session. J. Nolan said the discussion was in regard to an easement and the municipal pad at the town center.

The Board returned to open session at 7:04 p.m.

A2. Call to Order by Chair Chair J. Nolan called the open meeting of the Board of Selectmen to order at 7:05 p.m. in the Selectmen's Meeting Room of the Wayland Town Building and noted the meeting will likely be broadcast and videotaped for later broadcast by WayCAM. He reviewed the agenda for the public.

A3. Public Comment Gretchen Schuler, 126 Old Connecticut Path, requested that the Board act on the request to build sidewalks at the town center. Heidi Seaborg, 26 Alpine Road, expressed her support for a Council on Aging/Community Center at the municipal pad in town center.

A4. Discuss Recommendation on the Formation of a Municipal Space Planning Committee

Colleen Sheehan, Chair of the Planning Board, presented the recommendation of the Planning Board that the Board of Selectmen form a Municipal Space Planning Committee. She said it would be an independent committee, not affiliated with town boards that own land; she said it will evaluate all town owned parcels and what could be built on those parcels. The Board discussed the importance of the ability of the committee to work independently, the need for sufficient staff resources to fulfill the charge, the timeline for accomplishing the work, and the goal of transparency. C. Karlson suggested that the charge include a deadline and a report to town meeting. J. Nolan said more analysis should be done now in order for the Board to create a charge as soon as possible, and he asked how the charge would relate to the Finance Committee. T. Boschetto said he would ask that the charge have a financial element which would tie the municipal needs with debt and the long term financial trajectory. C. Karlson advised that the committee determine Conservation Commission restrictions, and prioritize potential projects. The Board noted that routine projects, outside of this charge, should be analyzed annually, and T. Boschetto said a long-range plan will assist with routine maintenance plans. C. Sheehan said the proposed committee will determine what resources are needed, and J. Nolan said the funding would need to come through the Board. E. Collins said a great deal of expertise will be required to fulfill the charge, and C. Sheehan said the initial work will not require any cost except staff time. The Board discussed the relationship of the committee to the annual capital process, the disbanding of the current working groups, and the evolution of the proposed committee from a short-term charge to a long-term charge. It was the consensus of the Board that the committee report to the Board of Selectmen.

Mike Lowery, 120 Lakeshore Drive, and member of the Board of Public Works, said the proposed committee would provide a consistent approach. Kent Greenawalt, 10 Reservoir Road and member of the Planning Board, said order is needed for Town Meeting to set priorities. He suggested holding public forums to discuss priorities.

The Board asked that a draft charge be prepared for further discussion. M. Antes said the committee can come back to the Board at any time to revise its charge if necessary. T. Boschetto noted that the charge is similar to a business plan that is updated annually, based on circumstances that change.

A5. Review and Potential Vote to Submit Articles for April 2015 Annual Town Meeting The Board was joined by Town Counsel Mark Lanza, Fred Knight and Sam Potter, Wastewater Management District Commission, and Jean Milburn, Economic Development Committee, to discuss the sewer capacity figures for town owned buildings. J. Milburn noted that sewer capacity is a factor in keeping the library as a viable site for any future town or other use. S. Potter said purchasing sewer capacity protects against the future cost of building a septic system for the library or any other town building. T. Boschetto said he would prefer that the article be written more clearly in regard to a specific building rather than a general "town use." C. Karlson moved, seconded by M. Antes, to accept for inclusion in the 2015 Annual Town Meeting the article, Fund Payment in Lieu of Sewer Betterment Assessment for Sewer Capacity for Town-Owned Buildings, with a cost of \$70,000. YEA: M. Antes, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: T. Boschetto. Adopted 4-0-1.

The Board was joined by Council on Aging Director Julie Secord, Council on Aging/Community Center Advisory Committee members Bill Sterling, Carol Martin, Ken Isaacson, and Jean Milburn, to discuss the funding for a feasibility design for a proposed Council on Aging/Community Center. B. Sterling said the request included an environmental study for pre-project activities; he said if it is determined that the site is

appropriate to build, then they will proceed with a conceptual design, a schematic, and a detailed cost estimate. He presented three options for the buildout of the center; he also requested an amendment to the project to include a study of the construction of boathouse, which could be done at no additional cost. T. Boschetto requested that the article for the acquisition of the land come first in the ordering of the articles for Annual Town Meeting. M. Antes moved, seconded by C. Karlson, to accept for inclusion in the 2015 Annual Town Meeting the article, Appropriate Funds for Due Diligence and Feasibility Design for Proposed Council on Aging/Community Center at Wayland Town Center. YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

The Board was joined by Fire Chief Vincent Smith. V. Smith advised that he is requesting a bylaw change to protect hydrants to be sure they are operational when needed. He said there are currently ninety private hydrants in condominiums that are not being checked for maintenance and testing, and he would like them to become responsible for such in accordance with NFPA (National Fire Protection Association) standards beginning in April 2016, and then reporting to the Fire Department by July 2016. He said there is no cost to the town and the bylaw is consistent with state law. E. Collins moved, seconded by M. Antes, to accept for inclusion in the 2015 Annual Town Meeting the article, Inspection, Testing and Maintenance of Privately Owned Water Based Fire Suppression Systems. YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

The Board was joined by Energy Initiatives Advisory Committee members John Harper and Ellen Tohn to review the Power Purchase and License Agreement and authorization for PILOT. T. Boschetto asked if all pertinent documents will be available and understood by Town Meeting. E. Tohn said yes, and the documents will be posted on Energy Initiatives Advisory Committee website. She noted the School Committee voted to support the article; she will return and ask their support for the licensing and leasing of land as well. E. Collins moved, seconded by M. Antes, to accept for inclusion in the 2015 Annual Town Meeting the article, Implement Solar Energy: Power Purchase and License Agreement and Authorization for PILOT. YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

T. Boschetto discussed his meeting with other communities in regard to the Minuteman Regional School issue. He said there was consensus that the new agreement does not benefit smaller communities, and he suggested making approval of the article to amend the Regional School Agreement subject to all other communities approval to the withdrawal of Wayland. M. Lanza suggested research on what can be done within the agreement, and adding it to the scope of the article. T. Boschetto noted the positive fiscal implications of withdrawal. It was noted that the School Committee has not taken a position. T. Boschetto moved, seconded by E. Collins, to accept for inclusion in the 2015 Annual Town Meeting the articles, Withdraw from Minuteman Vocational Technical School District, and Amendments to the District Agreement of the Minuteman Regional Vocational School District. YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

E. Collins moved, seconded by M. Antes, to accept for inclusion in the 2015 Annual Town Meeting the article, Acquire Municipal Parcel and Transfer and Convey Access Easement in Town Center. YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0. T. Boschetto moved, seconded by E. Collins, to accept for inclusion in the 2015 Annual Town Meeting the article, Fund Glezen Lane Traffic Control Measures. YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0. C. Karlson moved, seconded by T. Boschetto, to accept for inclusion in the 2015 Annual Town Meeting a resolution to support the ESCO project to be drafted by Town Counsel. YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0. T. Boschetto moved, seconded by M. Antes, to accept for inclusion in the 2015 Annual Town Meeting the article, Accept Chapter 390 of the Acts

of 2014 to Establish a Tax Title Collection Revolving Fund. YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0. M. Antes moved, seconded by C. Karlson, to accept for inclusion in the 2015 Annual Town Meeting the articles, Create Chapter 44 Section 53 F ½ Recreation Enterprise Fund, and Create Chapter 44 Section 53 D Recreation Revolving Fund. YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

A6. FY 16 Budget: Vote to Recommend Budgets Under the Selectmen's Jurisdiction to Finance Committee The Board reviewed the FY16 budget. T. Boschetto discussed the increase in purchased services for Parks and Cemeteries, questioned the increase in personnel services in the library as the staffing hasn't changed, asked for confirmation of the retirement figures, asked if the reserve for salary adjustments was still necessary in the coming fiscal year, and asked if the cost of issuance of debt was moved from the debt service line item. M. Antes moved, seconded by E. Collins, to transmit the FY16 budget as presented to the Finance Committee. YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

A7. Review and Approve Consent Calendar (See Separate Sheet) M. Antes moved, seconded by C. Karlson, to approve the consent calendar, with a revision to item 8 to include potential soil gases. YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

A8. Review Correspondence (See Separate Index Sheet) The Board reviewed the week's correspondence. Members noted the positive feedback on the traffic mitigation at School Street/East Plain Street/Commonwealth Road, and asked the Town Administrator to insure that the relevant departments are notified about the vegetation maintenance plan submitted by NSTAR. M. Antes asked that the Housing Authority, the Council on Aging, and the Board of Health be copied on the letter from the MetroWest Regional Transit Authority regarding travel training for people with disabilities.

A9. Report of the Town Administrator N. Balmer updated the Board on current issues including cash reconciliation at the Treasurer's office, safety training measures at the town building, and document management. The Board reviewed upcoming agenda items. The Board asked N. Balmer to re-draft the Capital Planning Committee Charge for future consideration, and reviewed the timeline for Annual Town Meeting.

A10. Selectmen's Reports and Concerns C. Karlson said she and M. Antes will be attending the Massachusetts Municipal Association conference in Boston; J. Nolan said he will attend as well. M. Antes asked for an update of the proposed changes to the charge of the Permanent Municipal Building Committee. N. Balmer said she has a redlined version of the charge for Board review next week. She also noted that the Audit Committee would also like to discuss amending their charge at a future meeting.

A11. Topics Not Reasonably Anticipated by the Chair 48 Hours in Advance of the Meeting, If Any J. Nolan said, "I know of none."

A12. Adjourn There being no further business before the Board, T. Boschetto moved, seconded by M. Antes, to adjourn the meeting of the Board of Selectmen at 10:00 p.m. YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

Items Distributed for Information and Use by the Board of Selectmen at the January 12, 2015, Meeting

1. List of Warrant Articles Sponsored by the Board of Selectmen

Items Included as Part of Agenda Packet for Discussion During the January 12, 2015 Board of Selectmen's Meeting

1. Recommendation from Planning Board that the Board of Selectmen Form a Town Land and Buildings Capital Planning Committee, 1/6/15
2. Articles for 2015 Annual Town Meeting:
 - Appropriate Funds for Due Diligence and Feasibility Design for Proposed Council on Aging/Community Center at Wayland Town Center
 - Inspection, Testing and Maintenance of Privately Owned Water Based Fire Suppression Systems
 - Implement Solar Energy: Power Purchase and License Agreement and Authorization for PILOT
 - OPEB Funding
 - Amendments to the District Agreement of the Minuteman Regional Vocational School District
 - Acquire Municipal Parcel and Transfer and Convey Access Easement in Town Center
 - Fund Glezen Lane Traffic Control Measures
 - Resolution: ESCO Project Changes
 - Accept Chapter 390 of the Acts of 2014 to Establish a Tax Title Collection Revolving Fund
 - Create Chapter 44 Section 53 F ½ Recreation Enterprise Fund
 - Create Chapter 44 Section 53 D Recreation Revolving Fund
 - Fund Payment in Lieu of Sewer Betterment Assessment for Sewer Capacity for Town-Owned Buildings
3. Memorandum of 1/12/2015 from Nan Balmer, Town Administrator, to Board of Selectmen, re: FY16 Budget
4. Town Administrator's Report for the Week Ending January 9, 2015



TOWN OF WAYLAND

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DRAFT

Board of Selectmen Meeting Minutes February 3, 2015

Attendance: Mary M. Antes, Tony V. Boschetto, Edward J. Collins, Cherry C. Karlson, Joseph F. Nolan
Also Present: Town Administrator Nan Balmer

A1. Convene in Open Session and then Enter into Executive Session Pursuant to Massachusetts General Laws Chapter 30A, Section 21a(3), with the Wastewater Management District Commission, to Discuss Pending Litigation in Matter of Twenty Wayland, LLC v. Town of Wayland and Wayland Wastewater Management District Commission; and to Discuss Collective Bargaining Strategy Pertaining to OPEB Recommendation At 6:00 p.m., J. Nolan moved, seconded by M. Antes, to 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 et al; and to discuss collective bargaining strategy pertaining to the OPEB recommendation in regard to the AFSCME Clerical Union, the AFSCME Professional Union, the Teamsters, the Library Association, the Police Union, the Fire Union, the Wayland Teachers Association, the Wayland Educational Secretarial Association, the School Custodians Union, and the Food Service Association. The Chair declares that a public discussion of strategy with respect to pending litigation regarding the case of Twenty Wayland, LLC and the Town of Wayland et al; and the discussion of collective bargaining strategy pertaining to the OPEB recommendation in regard to the AFSCME Clerical Union, the AFSCME Professional Union, the Teamsters, the Library Association, the Police Union, the Fire Union, the Wayland Teachers Association, the Wayland Educational Secretarial Association, the School Custodians Union, and the Food Service Association, will have a detrimental effect on the bargaining, litigating or negotiating position of the Town. Roll call vote: YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0. Chair J. Nolan invites attendance by Wastewater Management District Commission members Fred Knight, Sam Potter and Rick Greene, Town Administrator Nan Balmer, Assistant Town Administrator/HR Director John Senchyshyn, and Town Counsel Mark Lanza. The Board will reconvene in open session in approximately one hour.

The Board returned to open session at 7:24 p.m.

A2. Call to Order by Chair Chair J. Nolan called the open meeting of the Board of Selectmen to order at 7:25 p.m. in the Selectmen's Meeting Room of the Wayland Town Building and noted the meeting will likely be broadcast and videotaped for later broadcast by WayCAM. He reviewed the agenda for the public. C. Karlson left the meeting at 7:26 p.m. to join the Finance Committee.

A3. Public Comment There was no public comment.

A4. Meet with Treasurer/Collector Paul Keating for Potential Vote to Approve Sale of 2015 Bonds and Execute and Deliver Documents; and Discussion and Potential Vote on Position on Article to Create Treasurer's Revolving Fund, and Recommend Withdrawal of Warrant Article to Rescind

Debt Treasurer/Collector Paul Keating reviewed the sale of 2015 bonds. He recommended the withdrawal of the article to rescind authorized but unexpended debt. He discussed his support for a warrant article to adopt the local option for a Treasurers Revolving Fund to match tax title expenses and revenues; he said it will be budget neutral, taking revenues and expenses out of the General Fund.

T. Boschetto moved, seconded by E. Collins, to approve and authorize the sale of the \$6,917,000 General Obligation Municipal Purpose Loan of 2015 Bonds of the Town dated February 12, 2015 (the "Bonds"), to Roosevelt & Cross, Inc., at the price of \$7,379,210.23, and accrued interest, if any, is hereby approved and confirmed. The Bonds shall be payable on February 1 of the years and in the principal amounts and bear interest at the respective rates, as follows:

<u>Year</u>	<u>Amount</u>	<u>Interest Rate</u>	<u>Year</u>	<u>Amount</u>	<u>Interest Rate</u>
2016	\$572,000	3.00%	2023	\$315,000	3.00%
2017	570,000	3.00	2024	315,000	3.00
2018	550,000	3.00	2025	315,000	3.00
2019	545,000	3.00	2029	1,050,000	3.00
2020	510,000	3.00	2031	510,000	3.00
2021	335,000	3.00	2033	500,000	3.00
2022	330,000	3.00	2035	500,000	3.25

Further Voted: that the Bonds maturing on February 1 in each of the years 2029, 2031, 2033 and 2035 (each, a "Term Bond") shall be subject to mandatory redemption or mature as follows:

Term Bond due February 1, 2029

<u>Year</u>	<u>Amount</u>
2026	\$265,000
2027	265,000
2028	260,000
2029*	260,000

Term Bond due February 1, 2031

<u>Year</u>	<u>Amount</u>
2030	\$260,000
2031*	250,000

Term Bond due February 1, 2033

<u>Year</u>	<u>Amount</u>
2032	\$250,000
2033*	250,000

Term Bond due February 1, 2033

<u>Year</u>	<u>Amount</u>
2034	\$250,000
2035*	250,000

*Final Maturity

Further Voted: that in connection with the marketing and sale of the Bonds, the preparation and distribution of a Notice of Sale and Preliminary Official Statement dated January 16, 2015 and a final Official Statement dated January 29, 2015 (the "Official Statement"), each in such form as may be approved by the Town Treasurer, be and hereby are ratified, confirmed, approved and adopted.

Further Voted: that the Bonds shall be subject to redemption, at the option of the Town, upon such terms and conditions as are set forth in the Official Statement.

Further Voted: that the Town Treasurer and the Board of Selectmen be, and hereby are, authorized to execute and deliver a continuing disclosure undertaking in compliance with SEC Rule 15c2-12 in such form as may be approved by bond counsel to the Town, which undertaking shall be incorporated by reference in the Bonds for the benefit of the holders of the Bonds from time to time.

Further Voted: that we authorize and direct the Treasurer to establish post issuance federal tax compliance procedures in such form as the Treasurer and bond counsel deem sufficient, or if such procedures are currently in place, to review and update said procedures, in order to monitor and maintain the tax-exempt status of the Bonds.

Further Voted: that each member of the Board of Selectmen, the Town Clerk and the Town Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing votes.

Roll call vote: YEA: M. Antes, T. Boschetto, E. Collins, J. Nolan. NAY: none. ABSENT: C. Karlson. ABSTAIN: none. Adopted 4-0.

A5. Recess to Attend Finance Committee Warrant Article Hearing At 7:38 p.m., the Board recessed to attend the Finance Committee Warrant Article Hearing.

A6. Reconvene and Review Community Preservation Committee Articles Submitted for 2015 Annual Town Meeting with Chair, Community Preservation Committee At 9:25 p.m., the Board members T. Boschetto, E. Collins, C. Karlson, and J. Nolan reconvened the regular meeting. Board member M. Antes remained at the Finance Committee Warrant Article Hearing.

Gretchen Schuler, Chair, Community Preservation Committee, discussed with the Board the articles submitted by the committee for the 2015 Annual Town Meeting. She noted that the article to transfer the Dudley Woods parcels must be ordered before the article for the construction of trails and signage at Dudley Woods. She provided an estimate for the funding of the rail trail project, considered the re-evaluation of the ten-year plan, the possibility of borrowing up to the town's portion (1.5% of tax of town) over twenty years, and the acquisition of Mainstone Farms. She discussed the transfer of community housing funds to the Municipal Affordable Housing Trust Fund. E. Collins expressed his concern that diversity and dispersion of housing should be a goal of affordable housing; he said he would like to ensure that the funding is not spent in one place. C. Karlson said the town is bound by the Affordable Housing Trust, and the Community Preservation Committee articles will not address how the fund finances its projects. The Board discussed the grass playing field at Oxbow Meadows (the former Nike Site), noting that the deed requires it be used for recreation; if the Board of Public Works supports the article, there is no need to transfer the custody of the land. The Board discussed its concerns that prior projects approved by the Community Preservation Committee for fields were not complete. The Board requested a drawing from the Recreation Commission that explains what the expenditure of \$85,000 would provide in terms of trails and signage at Dudley Woods.

A7. Discussion and Potential Approval of Appointment of Special Counsel to Represent the Board of Health before the Department of Environmental Protection re: Septage Property Site Assignment

E. Collins moved, seconded by T. Boschetto, to approve and authorize the appointment of Special Counsel to represent the Board of Health before the Department of Environmental Protection in regard to the septage property site assignment. YEA: T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: M. Antes. ABSTAIN: none. Adopted 4-0.

A8. Review and Approve Consent Calendar (See Separate Sheet) T. Boschetto moved, seconded by C. Karlson, to approve the consent calendar. YEA: T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: M. Antes. ABSTAIN: none. Adopted 4-0.

A9. Review Correspondence (See Separate Index Sheet) The Board reviewed the correspondence of the weeks of January 26 and February 3, 2015. C. Karlson noted the goals of the Police Department. E. Collins asked about the next steps in regard to the letter from the Sudbury Board of Selectmen about the septage facility. J. Nolan noted the increase in Chapter 90 funds and discussed the impact of the weather. C. Karlson said the Board needs a better understanding of the wastewater article. She said it was unclear if Betty Salzberg was expressing the need for a part-time land manager on behalf of the Conservation Commission or in her personal capacity. The Board discussed the impact of withdrawal from the Minuteman Regional School, and the report of Wayland Cares.

A10. Report of the Town Administrator N. Balmer updated the Board on a land use meeting regarding the AMERESCO project, the funding of Wayland Cares, a meeting with the Finance Committee and the Recreation Commission regarding the formation of a revolving fund, municipal space planning, and the presentation of the FY16 budget by the Finance Committee on February 9. The Board discussed future agenda items and the timeline to town meeting. The Board advised N. Balmer to post an additional meeting for February 17 if necessary.

A11. Selectmen's Reports and Concerns T. Boschetto thanked the DPW staff for their hard work in the midst of a series of snowstorms. C. Karlson and M. Antes reported on the Massachusetts Municipal Association annual conference.

A12. Topics Not Reasonably Anticipated by the Chair 48 Hours in Advance of the Meeting, If Any J. Nolan said, "I know of none."

A13. Adjourn There being no further business before the Board, C. Karlson moved, seconded by M. Antes, to adjourn the meeting of the Board of Selectmen at 10:50 p.m. YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

Items Distributed for Information and Use by the Board of Selectmen at the February 3, 2015, Meeting

1. Wayland Rail Trail Cost Estimate

Items Included as Part of Agenda Packet for Discussion During the January 26, 2015/February 3, 2015 Board of Selectmen's Meeting

1. Proposed Vote of the Board of Selectmen to Approve the Sale of General Obligation Municipal Purpose Bonds
2. Articles Submitted for the 2015 Annual Town Meeting (January 26 Packet)
3. Memorandum of 1/26/15 from Nan Balmer, Town Administrator to Board of Selectmen re: Rivers Edge Project: Special Counsel to Board of Health for Site Assignment (January 26 Packet)



TOWN OF WAYLAND

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BOARD OF SELECTMEN

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

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DRAFT

Board of Selectmen Meeting Minutes February 10, 2015

Attendance: Mary M. Antes, Tony V. Boschetto, Edward J. Collins, Cherry C. Karlson, Joseph F. Nolan
Also Present: Town Administrator Nan Balmer

A1. Convene in Open Session and then Enter into Executive Session Pursuant to Massachusetts General Laws Chapter 30A, Section 21a(3), to Discuss Pending Action regarding the Glezen Lane Judgment; and pursuant to Massachusetts General Laws Chapter 30A, Section 21a (2) to Discuss Strategy with Respect to Contract Negotiations with Nonunion Personnel, and Pursuant to Massachusetts General Laws Chapter 30A, Section 21a(6) to Consider the Lease or Value of Real Property, and to Review and Consider for Approval and Potential Release the Following Executive Session Minutes Relative to the Said Subjects: May 27, 2014, June 30, 2014, July 15, 2014, August 11, 2014, August 18, 2014, September 8, 2014, October 6, 2014 At 6:20 p.m., J. Nolan moved, seconded by M. Antes, to enter into executive session pursuant to Massachusetts General Laws (MGL) Chapter 30A, Section 21a(3), to discuss pending action regarding the Glezen Lane judgment; and pursuant to Massachusetts General Laws Chapter 30A, Section 21a(2) to discuss strategy with respect to contract negotiations with nonunion personnel, and pursuant to MGL Chapter 30A, Section 21a(6) to consider the lease or value of real property, and to review and consider for approval and potential release the following executive session minutes relative to the said subjects: May 27, 2014, June 30, 2014, July 15, 2014, August 11, 2014, August 18, 2014, September 8, 2014, October 6, 2014. The Chair declares that a public discussion of strategy with respect to pending litigation regarding the pending action regarding the Glezen Lane judgment; and pursuant to Massachusetts General Laws Chapter 30A, Section 21a(2) to discuss strategy with respect to contract negotiations with nonunion personnel, and pursuant to MGL Chapter 30A, Section 21a(6) to consider the lease or value of real property, and to review and consider for approval and potential release the following executive session minutes relative to the said subjects: May 27, 2014, June 30, 2014, July 15, 2014, August 11, 2014, August 18, 2014, September 8, 2014, October 6, 2014, will have a detrimental effect on the bargaining, litigating or negotiating position of the Town. Roll call vote: YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0. Chair J. Nolan invites attendance by Wastewater Management District Commission members Fred Knight, Sam Potter and Rick Greene, Town Administrator Nan Balmer, Assistant Town Administrator/HR Director John Senchyshyn, and Town Counsel Mark Lanza. The Board will reconvene in open session in approximately one hour.

The Board returned to open session at 7:24 p.m.

A2. Call to Order by Chair Chair J. Nolan called the open meeting of the Board of Selectmen to order at 7:24 p.m. in the Selectmen's Meeting Room of the Wayland Town Building and noted the meeting will likely be broadcast and videotaped for later broadcast by WayCAM. He reviewed the agenda for the public. The Board thanked the Board of Public Works for its work during the snowstorms, and also the state for its assistance. J. Nolan read a press release in regard to the settlement of the legal dispute with Twenty Wayland LLC, noting that the settlement will be funded solely through the use of gift funds to the town.

A3. Public Comment Brud Wright, 16 Jeffrey Road, and member of the Recreation Commission, updated the Board on a conversation he had with the Finance Director regarding the revolving fund. He suggested raising the cap in the short term, and then working to create a proper revolving fund for the 2016 Annual Town Meeting. T. Boschetto questioned why the Recreation Commission was not an enterprise fund; B. Wright said many programs do not charge a fee. C. Karlson said the commission should ask the town for an appropriation to meet its budget. The Board advised that he continue to work with the Finance Committee. Ken Isaacson, 228 Lakeshore Drive, distributed a petition signed by residents who feel that the 4.5% increase in the FY16 school budget is excessive.

A4. Meet with WayCAM to Review Changes to Selectmen's Meeting Room The Board was joined by Ben Keefe, Facilities Director, who provided a description of the proposed changes to the broadcasting system in the Selectmen's Meeting Room.

A11. Review and Approve Consent Calendar (See Separate Sheet) M. Antes moved, seconded by C. Karlson, to approve the consent calendar. YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

A12. Review Correspondence (See Separate Index Sheet) The Board reviewed the week's correspondence. The Board discussed Minuteman Regional School preliminary assessments and how the process would proceed if town meeting voted to withdraw from the Minuteman School District.

A5. Discussion on OPEB Warrant Article for Annual Town Meeting The Board was joined by members of the OPEB Advisory Committee Cliff Lewis, David Gutschenritter, Maryanne Peabody, Kent George, and Jay Sherry, to the discuss the warrant article for the Annual Town Meeting. C. Lewis provided a revised draft copy of the warrant article, and reviewed parity contributions, annual contributions from each account, and the remaining funds needed to be fully funded. C. Karlson noted that the timing issues with the revolving funds were resolved by the Finance Director. C. Lewis said the actuarial numbers were not yet final. T. Boschetto asked if any modifications were made to the assumptions. J. Sherry said they revised the health care inflation figures. T. Boschetto asked if they had created an investment fund policy; C. Lewis said no, but the committee would like to discuss it before the OPEB Committee sunsets. C. Karlson discussed the source of funding from the Recreation Commission, and C. Lewis said it was important to standardize the use the language across all departments in order to make accurate evaluations. J. Nolan noted that some school categories seemed to no longer exist. C. Lewis said stipends are not benefit eligible, and it took time to sort them out. C. Lewis said the committee will have its article in final form by February 23.

A6. Discussion and Potential Vote to Approve the China Rose LLC Application for an Entertainment License The Board was joined by Police Chief Robert Irving and Jeff Mei, owner of the China Rose LLC, to discuss the application of China Rose for an entertainment license to provide karaoke on Friday and Saturday nights. R. Irving distributed a map of abutters, and noted that the location was heavily residential. He suggested that the Board notify the abutters before making a decision in order to avoid any noise issues in the future. J. Nolan said the license can be revoked if there are complaints. J. Mei said he had spoken to his neighbors and they had no concerns. He said no minors will be allowed. T. Boschetto moved, seconded by E. Collins, to approve the entertainment license for China Rose LLC on Friday and Saturday nights. YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

A7. Discussion and Potential Vote on Position on Amendments to Stormwater Bylaw; and Discussion and Potential Vote to Approve Application for MWRA 8(m) Permit for Public Access to Aqueduct Trails Brian Monahan, Conservation Administrator, appeared before the Board to discuss the

amendments to the stormwater bylaw. He said changes were made to the definition of run-off and the formula for impervious surfaces, and some terms were clarified. He said there will be a public hearing on the article on February 19. The Board asked how residents would be informed of the changes. B. Monahan said a one-page summary is provided to everyone applying for a building permit, and the Board of Health includes the information on its septic permitting. He also said the information will be sent to all the landscapers working in town. B. Monahan said the Conservation Commission is working on an illicit discharge bylaw for future consideration. M. Antes moved, seconded by E. Collins, that the Board support the article for Annual Town Meeting, "Amend Chapter 193 – Stormwater and Land Disturbance Bylaw." YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

B. Monahan reviewed the application for an MWRA 8(m) permit for public access to aqueduct trails. He said that while the aqueduct is being used now, this permit will confirm public access. He said no maintenance is required by the town, parking is not addressed, and dogs will be allowed on leash only. T. Boschetto moved, seconded by M. Antes, to authorize the submission of the application for an MWRA 8(m) permit for public access to aqueduct trails by the Town Administrator. YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

A8. Discussion and Potential Vote on Draft ESCO Resolution Anne Harris, Energy Initiatives Advisory Committee, appeared before the Board to ask for support of the ESCO resolution at the Annual Town Meeting. She said the language of the article from the 2014 Town Meeting did not specify funding by project, and it was agreed that if any of the plans were changed, the committee would return to Town Meeting for approval. T. Boschetto said he expected an article that carried authority, and he would not support a non-binding resolution. He requested that the amount of funding transferred from the town building to the schools be specified. C. Karlson said that, upon advice of Town Counsel, there was no need for an article. She agreed that the language could be broadened to include a more detailed accounting of the funds. J. Nolan asked that the changes be made and the resolution be considered again at a future meeting.

A9. Vote Order of Annual Town Meeting Warrant Articles N. Balmer presented a draft order of Annual Town Meeting articles for Board review. C. Karlson noted that the transfer of the Dudley Woods parcels must be placed before the design and construction of trails and signage at Dudley Woods, and that the acquisition of 246 Stonebridge Road be voted before the funding of the stabilization of the two arches of Stone's Bridge. M. Antes reported on a conversation with a petitioner to potentially withdraw the articles regarding water usage and speed limits. M. Antes moved, seconded by T. Boschetto, to accept the order of the Annual Town Meeting warrant articles as presented. YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

A10. Discuss and Vote Response to Open Meeting Law Violation N. Balmer reviewed the Open Meeting Law complaint of January 29, 2015, in regard to the availability of Board of Selectmen minutes. She presented a draft response to the Board for its approval. The Board approved the response, and discussed the workload of the staff and the establishment of a plan to have the minutes completed in a reasonable timeframe in the future.

A12. Review Correspondence (See Separate Index Sheet) The Board continued its discussion of the week's correspondence. It was the sense of the Board to invite Antonia Hieronymus to a future meeting to discuss the Loose Change campaign.

A13. Report of the Town Administrator N. Balmer asked the Board for direction in how to proceed with Board approval of the Annual Town Meeting articles. She reviewed upcoming meeting schedules, and updated the Board on the River's Edge project. She discussed the relocation of the administrative staff of the Board of Public Works to the new facility. She said a consultant has been brought in to address the recent

attempted fraud, and the town will look at security, cash management processes, and management of the OPEB funds. She said she is also considering an updated IT plan. She distributed a report from the DPW Director regarding the expenses for the removal of snow and ice, and an update on the Fire Chief recruitment.

A14. Selectmen's Reports and Concerns M. Antes asked that the Board recognize the fiftieth season of the Little Theatre concerts; the Board agreed and authorized M. Antes to write a letter of recognition to the Town Crier. She also noted the 2015 Lunar New Year Celebration sponsored by the Wayland Parents Teachers Organization on March 1. C. Karlson discussed advancing plans for municipal buildings.

A15. Topics Not Reasonably Anticipated by the Chair 48 Hours in Advance of the Meeting, If Any J. Nolan said, "I know of none."

A16. Adjourn There being no further business before the Board, C. Karlson moved, seconded by E. Collins, to adjourn the meeting of the Board of Selectmen at 10:50 p.m. YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

Items Distributed for Information and Use by the Board of Selectmen at the Meeting of February 10, 2015

1. Petition Regarding the FY16 School Budget, February 2015
2. Revised OPEB Funding Article for 2015 Annual Town Meeting
3. Year to Date Cost of Snow and Ice Removal, November 2014 to February 9, 2015
4. Memorandum of 1/28/15 from John Senchyshyn, Assistant Town Administrator/HR Director, to Board of Selectmen re: Fire Chief Recruitment
5. Map of Abutters to China Rose, East Plain Street, distributed by Police Chief Robert Irving

Items Included as Part of Agenda Packet for Discussion During the February 10, 2015 Board of Selectmen's Meeting

1. Article for 2015 Annual Town Meeting, "OPEB Funding"
2. Memorandum of 2/9/15 from Nan Balmer, Town Administrator, to Board of Selectmen re: Application for Entertainment License: China Rose, and Backup Material
3. Draft Resolution for 2015 Annual Town Meeting, "Resolution Regarding ESCO Project Changes"
4. Draft Order of Annual Town Meeting Articles
5. Letter of 1/29/15 from George Harris to Board of Selectmen re: Open Meeting Law Complaint and Draft Response
6. Report of the Town Administrator for the Week Ending February 6, 2015



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BOARD OF SELECTMEN

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ANTHONY V. BOSCHETTO
EDWARD J. COLLINS
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JOSEPH F. NOLAN

DRAFT

Board of Selectmen Meeting Minutes February 17, 2015

Attendance: Mary M. Antes, Tony V. Boschetto, Edward J. Collins, Cherry C. Karlson, Joseph F. Nolan
Also Present: Town Administrator Nan Balmer

A1. Call to Order by Chair Chair J. Nolan called the open meeting of the Board of Selectmen to order at 7:01 in the Selectmen's Meeting Room of the Wayland Town Building and noted the meeting will likely be broadcast and videotaped for later broadcast by WayCAM. He reviewed the agenda for the public, and thanked the DPW for its work during the recent snowstorms. M. Antes announced the 2015 Lunar New Year Celebration sponsored by the Wayland Parents Teachers Organization on March 1.

A2. Public Comment There was no public comment.

A 3 Presentation on Loose Change Campaign by Antonia Hieronymus Antonia Hieronymus, 15 Reservoir Road, appeared before the Board to review the Loose Change campaign which begins March 1.

A4. Discussion and Potential Vote to Withdraw the Following Warrant Articles from the 2015 Annual Town Meeting: "Create Chapter 44 Section 53 F ½ Recreation Enterprise Fund," and "Create Chapter 44 Section 53D Recreation Revolving Fund," and Discussion and Potential Vote to Increase Cap on Recreation Revolving Fund The Board was joined by the Recreation Commission. Participants discussed increasing the cap on the recreation revolving fund for FY 15 and FY 16, withdrawing the currently proposed articles to create new revolving funds, and determining the uses for the current revolving fund balance. T. Boschetto asked whether the programs are self-sustaining. C. Karlson said the community may want to offer programs that are not self-supporting. The Recreation Commission noted it would be difficult to determine which programs are self-supporting. They said that in order to make a determination on whether to increase the cap, there needs to be a determination on whether the indirect costs are included under the cap. It was proposed to have in place a working group to plan for the FY 17 approach to funding Recreation by September, including how existing fund balances will be used. Members agreed that the chairs of the Finance Committee, Board of Selectmen and Recreation Commission, and staff, will meet to agree upon an approach to move forward for FY 15 through FY 17. T. Boschetto moved, seconded by E. Collins, to remove the following articles from the Annual Town Meeting warrant: "Create Chapter 44 Section 53 F ½ Recreation Enterprise Fund," and "Create Chapter 44 Section 53D Recreation Revolving Fund." YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

A5. Discussion and Potential Vote to Withdraw the Following Warrant Articles from the 2015 Annual Town Meeting: "Withdraw from Minuteman Regional Vocational School District," and "Amendments to the District Agreement for the Minuteman Regional Vocational School District"

The Board was joined by Mary Ellen Castagno, the Wayland representative to the Minuteman Regional School, and Jeanne Downs of the School Committee. T. Boschetto, liaison to the Minuteman Regional School, said there is a consensus that vocational programs are needed, so the issue becomes finding the most viable way to provide the service. He said there are different opinions among towns in the Minuteman region about whether the new regional agreement is the right agreement for each town. For each town to determine its position, it is necessary to know what towns plan to stay in the region. He said that since there are so few students from Wayland attending Minuteman, it does not make sense for Wayland to remain a member. Arrangements would be made for Wayland vocational students to attend the school on a tuition basis. M. Castagno said she does not believe that if Wayland withdraws from the region, it will negatively affect Minuteman's MSBA funding. J. Downs reported that the School Committee has not discussed the matter, but the Superintendent has expressed concerns about the effects of withdrawal from Minuteman, and the viability of staying in the region with so few students attending Minuteman. The Board discussed alternative vocational programs for Wayland students. T. Boschetto said his conclusion is that it is better for Wayland to withdraw from Minutemen under the old agreement. Alternatively, Town Counsel could be asked whether approval of the amendments could be contingent upon the approval of other towns of Wayland's withdrawal; M. Castagno said it could not. T. Boschetto said the recommendation to withdraw from Minuteman should be an article and not a resolution. It was agreed the article to amend the agreement should be withdrawn because it was approved last year. T. Boschetto moved, seconded by E. Collins, to remove the article, "Amendments to the District Agreement for the Minuteman Regional Vocational School District," from the warrant for the 2015 Annual Town Meeting. YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

A6. Discussion and Potential Vote to Withdraw the Following Warrant Article from the 2015 Annual Town Meeting: Fund Payment in Lieu of Sewer Betterment Assessment for Town Owned Buildings

The Board was joined by Fred Knight, Wastewater Management District Commission, and Ben Keefe, Facilities Director, to discuss the article to fund payment in lieu of sewer betterment. F. Knight said that he and B. Keefe were in agreement that the Town already owns enough sewer capacity to cover the future sewer needs of town facilities, unless the building on the municipal pad is 40,000 square feet. The Board discussed the reallocation of the sewer capacity that the town owns to include the Library. B. Keefe said 500-600 gallons could be reallocated to Library. The Board agreed to review the matter after the Board of Library Trustees meets next week to discuss the issue.

A7. ESCO Town Meeting Resolution: Discussion and Vote on Article Text; Potential Vote on Position

C. Karlson presented the revised language for the resolution to inform Town Meeting of the changes to the ESCO program to transfer projects from Town Building to the schools. She said Town Counsel advised that the changes are within the scope of the original resolution, and said the Energy Initiatives Advisory Committee is in favor of the changed language. M. Antes moved, seconded by C. Karlson, to approve the change in the language to the resolution, "Resolution Regarding ESCO Project Changes." YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

A8. Potential Vote on Positions on Annual Town Meeting Warrant Articles

T. Boschetto moved, seconded by M. Antes, to recommend to town meeting the approval of articles, "Recognize Citizens and Employees for Particular Service to the Town," "Pay Previous Fiscal Year Unpaid Bills," and "Current Year Transfers." YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0. T. Boschetto moved, seconded by E. Collins, to recommend to town meeting the approval of articles, "Compensation for Town Clerk," "Personnel Bylaw and Wage and Classification Plan," and "Accept Valor Act." YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0. M. Antes moved, seconded by T. Boschetto, to recommend to town meeting the approval of the article, "Transfer Community Housing Funds to Wayland

Municipal Affordable Housing Trust Fund.” YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0. T. Boschetto moved, seconded by E. Collins, to recommend to town meeting the approval of the article, “Withdraw from Minuteman Regional Vocational School District.” YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0. C. Karlson moved, seconded by E. Collins, to recommend to town meeting the approval of the article, “Transfer Dudley Woods Parcels for Passive Recreation.” YEA: T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: M. Antes. Adopted 4-0-1. C. Karlson moved, seconded by M. Antes, to recommend to town meeting the approval of the article, “Construct Rail-Trail in Wayland.” YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0. T. Boschetto moved, seconded by C. Karlson, to recommend to town meeting the approval of articles, “Hear Reports,” and “Choose Town Officers.” YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

A9. Review and Approve Consent Calendar (See Separate Sheet) E. Collins moved, seconded by M. Antes, to approve the revised consent calendar. YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

A10. Review Correspondence (See Separate Index Sheet) The Board reviewed the week’s correspondence. J. Nolan discussed the 495/MetroWest Partnership Board. C. Karlson noted the need for a timekeeper for the Annual Town Meeting.

A11. Report of the Town Administrator N. Balmer reviewed future meeting schedules, and the Personnel Board’s recommendation regarding a part-time position in the Conservation Department. The Board discussed the job description and the procedure for creating new staff positions. She said the Board of Public Works voted to authorize the DPW to begin construction of the sidewalk on Old Sudbury Road. She said Elizabeth Doucette, Financial Analyst, is working to document all the payments and accounts used to fulfill the agreements between the town, the Wastewater Management District Commission, and Twenty Wayland LLC. She advised the Board that the position of Fire Chief has been narrowed to two candidates.

A12. Selectmen’s Reports and Concerns There were no Selectmen’s reports and concerns.

A13. Topics Not Reasonably Anticipated by the Chair 48 Hours in Advance of the Meeting, If Any J. Nolan said, “I know of none.”

A14. Adjourn There being no further business before the Board, E. Collins moved, seconded by M. Antes, to adjourn the meeting of the Board of Selectmen at 9:00 p.m. YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

Items Distributed for Information and Use by the Board of Selectmen at the Meeting of February 17, 2015

1. Promotional Piece, Loose Change Campaign in Wayland, March 2-6, 2015
2. Assabet Valley Tech and Nashoba Valley Tech Tuition Comparisons

Items Included as Part of Agenda Packet for Discussion During the February 17, 2015 Board of Selectmen’s Meeting

1. Memorandum of 2/17/15 from Nan Balmer, Town Administrator, to Board of Selectmen, re: Recreation Revolving Fund Articles/Recreation Revolving Fund Caps
2. Comments on the Proposed Annual Town Meeting Articles to Obtain Wastewater Design Flow for the Library, 2/12/2015, by Fred Knight, Wastewater Management District Commission

3. Memorandum of 2/13/2015 from Ben Keefe, Facilities Director, to Nan Balmer, Town Administrator, re: Annual Town Meeting Article to Obtain Wastewater Design Flow for the Library
4. Proposed Article for Annual Town Meeting, "Resolution Regarding ESCO Project Changes"
5. List of Articles for the 2015 Annual Town Meeting and Revised Text for Annual Town Meeting Warrant
6. Report of the Town Administrator for the Week Ending February 13, 2015



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BOARD OF SELECTMEN

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ANTHONY V. BOSCHETTO
EDWARD J. COLLINS
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JOSEPH F. NOLAN

DRAFT

Board of Selectmen Meeting Minutes February 23, 2015

Attendance: Mary M. Antes, Tony V. Boschetto (arrived 7:30 p.m.), Edward J. Collins, Cherry C. Karlson, Joseph F. Nolan

Also Present: Town Administrator Nan Balmer, Town Counsel Mark Lanza, Executive Assistant MaryAnn DiNapoli (left at 7:00 p.m.)

A1. Convene in Open Session and then Enter into Executive Session Pursuant to Massachusetts General Laws Chapter 30A, Section 21a(6) to Consider the Purchase, Exchange, Lease or Value of Real Property in regard to the Municipal Pad and Town Green at Town Center At 6:35p.m., J. Nolan moved, seconded by M. Antes, to enter into executive session pursuant to Massachusetts General Laws Chapter 30A, Section 21a (6), to discuss strategy with respect to the consideration of the purchase, exchange, lease or value of real property in regard to the municipal pad and Town Green at Town Center. The Chair declares that a public discussion of strategy with respect to the consideration of the purchase, exchange, lease or value of real property in regard to the municipal pad and Town Green at Town Center will have a detrimental effect on the negotiating position of the Town. Roll call vote: YEA: M. Antes, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: T. Boschetto. ABSTAIN: none. Adopted 4-0. Chair J. Nolan invites attendance by Town Administrator Nan Balmer, Town Counsel Mark Lanza, and Executive Assistant MaryAnn DiNapoli. The Board will reconvene in open session in approximately thirty minutes.

The Board returned to open session at 7:15 p.m.

A2. Call to Order by Chair Chair J. Nolan called the open meeting of the Board of Selectmen to order at 7:15 p.m. in the Selectmen's Meeting Room of the Wayland Town Building and noted the meeting will likely be broadcast and videotaped for later broadcast by WayCAM. He reviewed the agenda for the public.

A3. Public Comment There was no public comment.

A4. Recognize Fire Chief Vincent Smith upon his Retirement for Thirty-Eight Years of Service to the Town of Wayland The Board remarked on Fire Chief Vincent Smith's career and thanked him for his service to the town. Chair J. Nolan read into the record a Certificate of Appreciation signed by the Board of Selectmen.

A5. Discussion and Potential Vote on Warrant Article, "Adopt Inspection Testing and Maintenance of Privately Owned Water Based Fire Suppression Systems" The Board was joined by Fire Chief Vincent Smith to review the article regarding privately owned water-based fire suppression systems. E. Collins moved, seconded by M. Antes, to recommend to town meeting the approval of the article, "Adopt Inspection Testing and Maintenance of Privately Owned Water Based Fire Suppression Systems." YEA: M.

Antes, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: T. Boschetto. ABSTAIN: none. Adopted 4-0.

A6. Ratify the Appointment of the Acting Fire Chief E. Collins moved, seconded by M. Antes, to ratify the appointment by Town Administrator Nan Balmer of David Houghton as Acting Fire Chief effective 12:01 a.m. on Wednesday February 24, 2015. YEA: M. Antes, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: T. Boschetto. ABSTAIN: none. Adopted 4-0.

A7. Recess to Attend Finance Committee Budget Presentation At 7:25 p.m., the Board recessed to attend the Finance Committee's budget presentation.

A8. Reconvene for Consideration and Potential Vote to Approve Change of Manager Application, Bertucci's Restaurant, 14 Elissa Avenue The Board reconvened at 8:48 p.m., with T. Boschetto in attendance. The Board was joined by Michael Reilly, the new manager of Bertucci's Restaurant. M. Reilly described his background and experience, and his interest in working in the community. J. Nolan reminded M. Reilly of the importance of educating staff about TIPS. E. Collins moved, seconded by M. Antes, to approve the Change of Manager application for Michael Reilly at Bertucci's Restaurant at 14 Elissa Avenue. YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: T. Boschetto. ABSTAIN: none. Adopted 5-0.

A9. Update on Solar Project The Board was joined by Ellen Tohn, John Harper and Michael Stati of the Energy Initiatives Advisory Committee to provide an update on the solar project. E. Tohn noted that the Energy Initiatives Advisory Committee had voted to support a 1.3 MW project at four sites: the DPW roof and carports at the Town Building, the Middle School and the High School. The purpose of the project is to meet the town's Green Community commitment and reduce the town's energy load. She said the project is a good financial deal and reduces greenhouse gases. An Owner's Representative, funded under a grant, will provide a review of the project by the end of the week. E. Tohn said a public forum is scheduled for March 18. Committee members said the proposal was reviewed with town committees and town staff. The Board discussed the financial structure of the power purchase agreement (PPA), including net metering, the cost of power, and the taxation of the facilities. T. Boschetto asked about leasing space to AMERESCO as an alternative to the financial structure of the PPA in order to be a fixed and stable arrangement, assumptions about quantity of power generation, the life of the solar equipment, the bid process for the selection of the developer, the price of power, the commitment to purchase quantity, and the tracking of performance through the accounting system. Members of the committee responded to these questions by saying their analyses showed an advantage to the town, assuming varying assumptions. The Board will vote a position after the consultant review and review by all committees. T. Boschetto requested a proposal to structure the PPA with a lease payment only. The Energy Initiatives Advisory Committee will follow up with Town Counsel regarding the use of license vs. lease.

A10. Discussion and Potential Vote to Increase FY15 Cap on Recreation Revolving Fund to \$595,862.92 N. Balmer advised the Board that the Finance Committee voted an increase in the Recreation Revolving Fund FY 15 Revolving Fund cap to \$595,862.92. The Board discussed how the Recreation Commission and its Director will manage its programs under the new cap, including indirect costs and OPEB funding. The Board discussed a transition period until a new financial model for Recreation can be recommended by September 2016 to the Finance Committee, Board of Selectmen and Recreation Commission by a working group. During the transition period, it would be the goal that there is no reduction in recreation programming. C. Karlson moved, seconded by M. Antes, to increase the FY15 Recreation Revolving Fund cap to the maximum amount allowed of \$595,862.92. YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

A11. Discussion and Potential Vote on Warrant Article, “Fund Payment in Lieu of Sewer Betterment Assessment for Town Owned Buildings” C. Karlson moved, seconded by M. Antes, to remove the article, “Fund Payment in Lieu of Sewer Betterment Assessment for Town Owned Buildings” from the warrant for the 2015 Annual Town Meeting. YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

A12. Review and Approve Consent Calendar (See Separate Sheet) M. Antes moved, seconded by E. Collins, to approve the consent calendar. YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

A13. Review Correspondence (See Separate Index Sheet) The Board reviewed the week’s correspondence.

A14. Report of the Town Administrator N. Balmer reviewed upcoming agenda items. She provided the position description for the part-time Conservation Land Manager, and reviewed the FY16 funding for WaylandCares. She advised the Board that the town was the victim of computer fraud again, and reported that the town is in the process of establishing a dedicated computer terminal for the exclusive use of bank transactions. She updated the Board on emergency funds for cleanup of the recent storms, and a sewage spill at the Public Safety Building,

A15. Selectmen’s Reports and Concerns T. Boschetto said he has scheduled a meeting on March 11 with Minuteman School Superintendent Dr. Edward Bouquillon, Wayland Superintendent of Schools Paul Stein, and Mary Ellen Castagno, the Wayland representative to Minuteman. The Board discussed creating a town-wide calendar on its website.

A16. Topics Not Reasonably Anticipated by the Chair 48 Hours in Advance of the Meeting, If Any J. Nolan said, “I know of none.”

A17. Adjourn There being no further business before the Board, E. Collins moved, seconded by M. Antes, to adjourn the meeting of the Board of Selectmen at 9:44 pm . YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

Items Distributed for Information and Use by the Board of Selectmen at the Meeting of February 23, 2015

1. Powerpoint Presentation, Finance Committee, FY16 Omnibus Budget Proposal: Operating and Capital Budgets
2. Presentation, Wayland Solar Projects: How Net Metering Works

Items Included as Part of Agenda Packet for Discussion During the February 23, 2015 Board of Selectmen’s Meeting

1. Memorandum of 2/23/15 from Nan Balmer, Town Administrator, to Board of Selectmen, re: Ratification of Appointment of Acting Fire Chief
2. Application for Change of Manager from Bertucci’s Restaurant, 14 Elissa Avenue
3. Executive Summary from AMERESCO for the Town of Wayland, February 19, 2015
4. Memorandum of 2/23/15 from Nan Balmer, Town Administrator, to Board of Selectmen, re: Vote to Increase the FY15 Recreation Revolving Fund Cap to the Maximum Allowed, \$595,862.92
5. Email of 2/20/15 from Fred Knight, Chair, Wastewater Management District Commission, to Nan Balmer, Town Administrator, re: Comments on Wastewater Article for Library
6. Report of the Town Administrator for the Week Ending 2/20/2015



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Board of Selectmen Meeting Minutes March 2, 2015

Attendance: Mary M. Antes, Edward J. Collins, Cherry C. Karlson, Joseph F. Nolan (arrived 8:30 p.m.)

Also Present: Town Administrator Nan Balmer

A1. Call to Order by Chair Vice Chair C. Karlson called the open meeting of the Board of Selectmen to order at 7:00 p.m. in the Selectmen's Meeting Room of the Wayland Town Building and noted the meeting will likely be broadcast and videotaped for later broadcast by WayCAM. She reviewed the agenda for the public, noting that the Executive Session will be postponed because the agenda listing is not completely stated.

A2. Public Comment Lea Anderson, 47 Sedgemoor Road, said the Senior Tax Relief proposal should be researched because she believed senior tax relief eligibility may already have been increased to higher income and asset levels.

A3. Request for Support of Legislation from Senior Tax Relief Committee The Board was joined by Rebecca MacGregor of the Senior Tax Relief Committee, who asked the Board to support legislation to increase the income eligibility limits for tax relief for senior citizens. R. MacGregor noted that the circuit breaker law that Lea Anderson referenced was different than the tax relief the committee was addressing, and that circuit breaker income limits were a benchmark for the senior tax relief they proposed. E. Collins moved, seconded by M. Antes, that the Board of Selectmen support the Committee's recommendation and send the Senior Tax Relief Committee a letter of support for increasing the tax relief granted to seniors under Massachusetts General Laws Chapter 59, Section 5, Clause 41C. YEA: M. Antes, E. Collins, C. Karlson. NAY: none. ABSENT: T. Boschetto, J. Nolan. ABSTAIN: none. Adopted 3-0.

A4. Ratify the Appointment of the Fire Chief M. Antes moved, seconded by E. Collins, to ratify the appointment by Town Administrator Nan Balmer of David Houghton as Fire Chief for the Town of Wayland. YEA: M. Antes, E. Collins, C. Karlson. NAY: none. ABSENT: T. Boschetto, J. Nolan. ABSTAIN: none. Adopted 3-0.

A5. Report of Odyssey Advisory of Wayland OPEB Valuation The Board was joined by Jay Sherry, member of the OPEB Advisory Committee, and Parker Elmore, President and CEO of Odyssey Advisory, to review the OPEB valuation report. P. Elmore noted a reduction in the Actuarial Accrued Liability (AAL) due to health care plan design changes for retiree health care plans and a reduction in covered persons. The unfunded liability decreased from \$28 million to \$17 million. He said Wayland has placed itself in a more favorable OPEB funding situation than other communities. P. Elmore noted the actuarial report assumptions, including investment earnings based on 7%, the percentage of employees electing to take retirement on termination from employment, the rate of health premium increase and annual retirement rates. P. Elmore discussed the premium based approach compared to the GASB 45 approach to forecasting OPEB liability. Based on the town's adopted OPEB funding schedule and the actuarial assumptions, the

town's OPEB liability will be fully funded in 2038. P. Elmore discussed the average \$1,400 cost per active employee per year, which is what is required to fully fund these employees' future benefits, and discussed the federal excise tax on high cost health care plans to the insurance carrier beginning in 2018, which will be passed through to the town when it hits the federal thresholds for high cost health plans. The federal excise tax will affect collective bargaining in the future and the cost will be either managed incrementally over time or in larger single changes in response to crises. The Board discussed with P. Elmore the study assumptions, state legislative proposals regarding OPEB funding requirements, the differences between the GASB 45 valuation compared to the premium based valuation, and the frequency of preparation of the valuation report.

J. Nolan joined the meeting at 8:30 p.m.

A6. Potential Vote of Position on OPEB Warrant Article for Annual Town Meeting The Board reviewed the revised OPEB article numbers, noting it was recommended by the School Committee, Finance Committee and the Personnel Board. E. Collins moved, seconded by M. Antes, to recommend to town meeting the approval of the article, "OPEB Funding." YEA: M. Antes, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: T. Boschetto. ABSTAIN: none. Adopted 4-0.

A7. Review and Vote Annual Town Meeting Warrant Articles C. Karlson moved, seconded by M. Antes, to E. Collins moved, seconded by M. Antes, to recommend to town meeting the approval of the article, "Resolution regarding ESCO Project Changes." YEA: M. Antes, C. Karlson, J. Nolan. NAY: E. Collins. ABSENT: T. Boschetto. ABSTAIN: none. Adopted 3-1. C. Karlson moved, seconded by E. Collins, to recommend to town meeting the approval of the article, "Set Aside for Later Spending Community Preservation Funds for Open Space." YEA: M. Antes, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: T. Boschetto. ABSTAIN: none. Adopted 4-0. The Board deferred action on the articles, "Implement Solar Energy," and "Fund Glezen Lane Traffic Control Measures." M. Antes moved, seconded by E. Collins, to recommend to town meeting the approval of the article, "Land and Easement Acquisitions for Route 30 and 27 Intersection Improvement." YEA: M. Antes, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: T. Boschetto. ABSTAIN: none. Adopted 4-0. The Board noted the DPW has sufficient funding available for the project. M. Antes moved, seconded by E. Collins, to recommend to town meeting the approval of the article, "Amend Chapter 193-Stormwater and land Disturbance Bylaw." YEA: M. Antes, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: T. Boschetto. ABSTAIN: none. Adopted 4-0. The Board deferred action on the petitioners' articles. C. Karlson moved, seconded by E. Collins, to recommend to town meeting the approval of the article, "Design and Construct Trails and Signage at Dudley Woods." YEA: M. Antes, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: T. Boschetto. ABSTAIN: none. Adopted 4-0. The Board requested a list of the vehicles for sale or trade, and that the remaining articles be scheduled for a vote at the next meeting.

A8. Review and Approve Consent Calendar (See Separate Sheet) M. Antes moved, seconded by E. Collins, to approve the consent calendar. YEA: M. Antes, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: T. Boschetto. ABSTAIN: none. Adopted 4-0.

A9. Review Correspondence (See Separate Index Sheet) The Board reviewed the week's correspondence. The Board noted correspondence from the Town Administrator to the Villari's, a report from the Police Chief on an incident at the Dudley Chateau, and an invitation to attend the League of Women Voters Civics Bee.

A10. Report of the Town Administrator N. Balmer reviewed future agenda items. She provided an update on technology security, the proposed solar project, upcoming DPW projects, state funding of municipal and school programs, and logistics for the upcoming Annual Town Meeting.

A11. Selectmen's Reports and Concerns M Antes said as a result of the recent 375th anniversary commemoration, there is now a Wayland Town Flag available for the hall of flags at the state house, and suggested the flag be presented at Annual Town Meeting. C. Karlson said Larry Kiernan, representative to the Central Massachusetts Rail Trail Committee, requested the Board's position on using gift money to fund the bike trail. She said a public meeting on OPEB will be held on Thursday March 18, 2015, at 7:00 p.m., and an Energy Forum will be held on March 18, 2015, at 8:00 p.m.

A12. Topics Not Reasonably Anticipated by the Chair 48 Hours in Advance of the Meeting, If Any J. Nolan said, "I know of none."

A13. Enter into Executive Session pursuant to Massachusetts General Laws Chapter 30A, Section 21a(3), to Discuss Strategy with Respect to Pending Litigation regarding the Case of Twenty Wayland, LLC and the Town of Wayland; and to Review and Consider for Approval and Potential Release the Following Executive Session Minutes Relative to the Said Subject: November 28, 2011, March 28, 2012, January 7, 2013, June 13, 2013, June 17, 2013, July 8, 2013, July 16, 2013, July 23, 2013, August 12, 2013, August 26, 2013, September 9, 2013, September 16, 2013, September 23, 2013, October 21, 2013, December 9, 2013, January 6, 2014, February 24, 2014, April 28, 2014, May 5, 2014, May 12, 2014, May 19, 2014, May 27, 2014, August 11, 2014, and August 18, 2014 This agenda item was deferred until a later meeting due to an incomplete listing on the posting.

A14. Potential Vote to Release Executive Session Minutes This agenda item was deferred until a later meeting due to an incomplete listing on the posting.

A15. Adjourn There being no further business before the Board, E. Collins moved, seconded by M. Antes, to adjourn the meeting of the Board of Selectmen at 9:22 p.m. YEA: M. Antes, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: T. Boschetto. ABSTAIN: none. Adopted 4-0.

Items Distributed for Information and Use by the Board of Selectmen at the Meeting of March 2, 2015

1. Powerpoint Presentation, Odyssey Advisors, Presentation of GASB 45 and Premium Forecast Result, March 2, 2015
2. Odyssey Advisors, Town of Wayland Other Postemployment Benefits Plan, Premium Based Forecast as of December 231, 2014
3. Odyssey Advisors, Town of Wayland Other Postemployment Benefits Plan, GASB45 Actuarial Valuation as of December 31, 2014
4. Article List for the 2015 Annual Town Meeting
5. Article from MassResources.org re: Circuit Breaker Tax Credit

Items Included as Part of Agenda Packet for Discussion During the March 2, 2015 Board of Selectmen's Meeting

1. Draft Letter, Request for Support of Legislation from Senior Tax Relief Committee
2. Memorandum of 3/2/15 from Nan Balmer, Town Administrator, to Board of Selectmen, re: Ratification of Appointment of David Houghton as Fire Chief Effective Tuesday, March 3, 2015
3. Odyssey Advisors Report, February 24, 2015, GASB 45 and Premium Based Forecast, Executive Summary
4. Article for Annual Town Meeting: OPEB Funding
5. List of Articles for 2015 Annual Town Meeting
6. Report of the Town Administrator for the Week Ending 2/27/2015



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Board of Selectmen Meeting Minutes March 16, 2015

Attendance: Mary M. Antes, Tony V. Boschetto, Edward J. Collins, Cherry C. Karlson, Joseph F. Nolan
Also Present: Town Administrator Nan Balmer, Town Counsel Mark Lanza, Executive Assistant MaryAnn DiNapoli (left at 7:00 p.m.)

A1. Enter into Executive Session pursuant to: (i) Massachusetts General Laws (MGL) Chapter 30A, Section 21a(6) to Consider the Purchase, Exchange, Lease or Value of Real Property Relative to the Town Center Municipal Parcel; and (ii) MGL Chapter 30A, Section 21a(3), to Discuss Strategy with Respect to a Potential Action regarding the Glezen Lane Judgment; and (iii) MGL Chapter 30A, Section 21a(3), to Discuss Strategy with Respect to Pending Litigation regarding the case of Twenty Wayland LLC and the Town of Wayland and the Wastewater Management District Commission and Potential Litigation by a Group of Wastewater System Users; and (iv) MGL Chapter 30A, Section 21a(3) to Discuss Strategy with Respect to Collective Bargaining in regard to contract negotiations with the School Custodians and other town unions; and (v) to Review and Consider for Approval and Potential Release the Following Executive Session Minutes Relative to the Said Subjects: June 2, 2014, June 16, 2014, June 30, 2014, July 15, 2014, September 8, 2014, September 15, 2014, October 20, 2014, December 8, 2014, March 5, 2015 At 6:04 p.m., J. Nolan moved, seconded by M. Antes, to enter into executive session pursuant to (i) Massachusetts General Laws (MGL) Chapter 30A, Section 21a(6) to consider the purchase, exchange, lease or value of real property relative to the Town Center Municipal Parcel; and (ii) MGL Chapter 30A, Section 21a(3), to discuss strategy with respect to a potential action regarding the Glezen Lane judgment; and (iii) MGL Chapter 30A, Section 21a(3), to discuss strategy with respect to pending litigation regarding the case of Twenty Wayland LLC and the Town of Wayland and the Wastewater Management District Commission and potential litigation by a group of wastewater system users; and (iv) MGL Chapter 30A, Section 21a(3) to discuss strategy with respect to collective bargaining in regard to contract negotiations with the School Custodians and other town unions; and (v) to Review and consider for approval and potential release the following executive session minutes relative to the said subjects: June 2, 2014, June 16, 2014, June 30, 2014, July 15, 2014, September 8, 2014, September 15, 2014, October 20, 2014, December 8, 2014, March 5, 2015. The Chair declares that a public discussion of pending litigation and collective bargaining and the review and consideration for approval and potential release of executive session minutes will have a detrimental effect on the bargaining or litigating position of the Town. Roll call vote: YEA: M. Antes, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: T. Boschetto. ABSTAIN: none. Adopted 5-0. Chair J. Nolan invites attendance by Town Administrator Nan Balmer and Town Counsel Mark Lanza. The Board will reconvene in open session in approximately fifty minutes.

The Board returned to open session at 6:43 p.m.

A2. Call to Order by Chair Chair J. Nolan called the open meeting of the Board of Selectmen to order at 6:47 p.m. in the Selectmen's Meeting Room of the Wayland Town Building and noted the meeting will likely be broadcast and videotaped for later broadcast by WayCAM. He reviewed the agenda for the public. M. Antes announced that Wayland students had won the seventh annual League of Women Voters Civics Bee on March 15.

A3. Public Comment Heidi Seaborg, 26 Alpine Road, spoke in favor of the Council on Aging/Community Center at the municipal pad at town center. Mike Lowery, 120 Lakeshore Drive, thanked the candidates for town office for keeping their signs out of the town's right-of-ways. He distributed a photo montage of the signs placed by Russell's Garden Center for its Farmer Market; he said the Board of Public Works will consider whether it is a safety concern. He said he is concerned that the rules are applied correctly.

A12. Review and Approve Consent Calendar (See Separate Sheet) M. Antes moved, seconded by E. Collins, to approve the consent calendar with a revision to the minutes of March 5, 2015. YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

A9. Vote to Sign Annual Town Meeting Warrant M. Antes moved, seconded by E. Collins, that the Board approve and sign the warrants for the 2015 Annual Town Meeting. YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

A11. Review and Potential Vote to Accept Massachusetts General Laws Chapter 138, Section 33B, to Allow the Sale of Alcoholic Beverages on Sundays between the Hours of 10:00 a.m. and 12:00 noon, and Potential Vote to Approve the Request of The Local to Begin Selling Alcohol at 10:00 a.m. on Sunday, April 5, 2015 M. Antes moved, seconded by E. Collins, that the Board of Selectmen, as the Town's licensing authority, accept the provisions of Massachusetts General Laws Chapter 138, Section 33B, which are to allow the sales of alcoholic beverages by on-premise licensees, licensed by the Board of Selectmen, on Sundays and certain legal holidays, between 10:00 a.m. and 12:00 noon; and also to approve the request of The Local for the sale of alcoholic beverages at 10:00 a.m. on Sunday, April 5, 2015. YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

A4. Swear In Fire Chief and Promoted Personnel The Board recessed at 7:00 p.m. to attend the swearing in ceremony of David Houghton as Fire Chief, Andrew Holland as Acting Deputy Fire Chief, James Gemelli as Fire Captain, and Douglas Williams as Fire Lieutenant. The Board reconvened at 7:21 p.m.

A5. Interview and Potential Vote to Appoint a Member of the Historic District Commission as the Real Estate Representative for a Term to Expire on June 30, 2015, and to Appoint an Alternate Member of the Historic District Commission for a Term to Expire on June 30, 2016 Sheryl Simon and Marjorie Ford appeared before the Board to interview for appointment to the Historic District Commission as the real estate representative. M. Ford reviewed her background; she said she is a realtor for Coldwell banker, she served on the Historical Commission, and she worked to support the demolition delay bylaw. S. Simon said she worked for Coldwell Banker before opening her own real estate firm, Benoit Mizner Simon, and said she is familiar with the challenges of preserving property. T. Boschetto moved, seconded by M. Antes, to appoint Marjorie Ford as the real estate representative to the Historic District Commission for a term to expire on June 30, 2015, and to appoint Sheryl Simon as an alternate member to the Historic District Commission for a term to expire on June 30, 2016. YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

A6. Discussion and Potential Vote to Support Council on Aging/Community Center Article The Board was joined by Bill Sterling, Chair of the Council on Aging/Community Center Advisory Committee, and Council on Aging Director Julie Secord, to review the warrant article for Annual Town Meeting. B. Sterling noted the article was pared back to a phased project to cover two steps: due diligence for site

constraints, and the creation of a schematic concept for pricing the construction of the facility. The Board discussed its options if the previous article to acquire the municipal parcel does not pass. T. Boschetto advised B. Sterling to be prepared for an alternate plan, and C. Karlson said a Special Town Meeting would be required. M. Antes expressed her desire that the committee broaden its plan to include young families. C. Karlson noted that if the article passed, the committee charge would need to be revised and extended. The Board discussed the need for a town-wide plan for municipal properties. M. Antes moved, seconded by C. Karlson, to recommend to town meeting the approval of the article, "Appropriate Funds for Due Diligence and Feasibility Design for a Proposed Council on Aging/Community Center at Wayland Town Center." YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

A7. Update on River's Edge Project and Potential Vote to Approve Position on Site Assignment

The Board was joined by River's Edge Advisory Committee members Rebecca Stanizzi, Bill Sterling, and Jerry Heller. R. Stanizzi noted that they would be providing a preliminary review of the issues, and would meet with the Board again on March 30 to request Board votes. She asked the Board to review and provide feedback on the RFP for the Disposition of Town-Owned Real Property for Rental, Affordable and Senior Housing Purposes for the River's Edge Property, highlighting the key exhibits and the evaluation criteria. She discussed a meeting with the Department of Environmental Protection regarding site assignment, and outlined the options that were available. She said the committee decided to go to the Board of Health to advise them they are looking for presumptive approval. J. Nolan expressed concern about the access road and the Town of Sudbury's interest in the septage facility. R. Stanizzi discussed the ability to bring water to the project and the impact of the potential funding by the state bond bill. The Board asked about the status of the bill; N. Balmer said she spoke to the office of Senator Richard Ross and there was no news. M. Antes asked the committee to keep in touch with the River Stewardship Council. E. Collins asked if the evaluation criteria, and the decision to sell or lease, was discussed with the larger community. R. Stanizzi said they did not hold a public hearing, but did discuss it in open meeting. E. Collins asked if the Department of Environmental Protection had agreed to the presumptive approval; R. Stanizzi said no, but it was their opinion that it was a minor variation. E. Collins asked for assurance that the affordable units will be included in the project. R. Stanizzi said twenty-five percent of the inventory must be affordable housing, and is protected by a land disposition agreement attached to the deed.

A8. Final Presentation of Solar Project and Potential Vote to Support Article Members of the Energy Initiatives Advisory Committee (Ellen Tohn, Tom Sciacca, Corinne Lenk and Mike Staiti) appeared before the Board to provide an update on the solar project. E. Tohn said the Finance Committee and the School Committee voted to support the article, and the committee was in the process of addressing the concerns of Permanent Municipal Building Committee. She said they met with the Board of Assessors to structure the tax payments, and with the Board of Public Works to confirm their ability to provide maintenance. She said the committee is holding a public hearing on March 18, and she reviewed the report from the Peregrine Energy Group. The Board discussed the impact of the project on parking, re-paving, and the potential change in the use of the town building. T. Boschetto questioned the financial impact, and the Board discussed the importance of receiving the B5 or A9 rates. E. Tohn said if the town does not get the B5 or A9 rate, the contract is void. T. Boschetto asked if the contract will be complete before town meeting; M. Staiti said it will be negotiated by then, but it can't be signed without town meeting approval. N. Balmer asked for the construction timeline for completion, the impact if one or more of the structures is not included in the final project, the likelihood that the state would abolish the credits, and the time period between the first PPA bill and the net meter credits. E. Tohn said there would still be positive income without a full buildout, and it was unlikely that the state metering credits would stop. M. Staiti said the meter credits will appear in thirty days from the first PPA bill. M. Antes asked why the landfill land was not being used; T. Sciacca said it was unsuitable as the slopes are too steep. M. Antes advised making that clear in the documentation. C. Karlson moved, seconded by M. Antes, to recommend to town meeting the approval of the article, "Implement Solar Energy: Power Purchase and License Agreement and Authorization for PILOT." YEA: M. Antes, T.

Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0. J. Nolan thanked the committee for its work. E. Tohn confirmed that an accurate accounting of the savings will be maintained by the Public Buildings Director.

A10. Review and Potential Vote to Support Annual Town Meeting Warrant Articles C. Karlson moved, seconded by E. Collins, to recommend to town meeting the approval of the article, "Sell or Trade Vehicles and Equipment." YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0. Petitioner Alice Boelter reviewed her article to amend Chapter 36 of the current bylaws in regard to the date of Annual Town Meeting. E. Collins moved, seconded by T. Boschetto, to recommend to town meeting the approval of the article, "Amend Chapter 36 of the Current Bylaws." J. Nolan and C. Karlson felt the Board should have more flexibility in determining the date of the town meeting. There was no vote. E. Collins asked that the Board postpone the vote in order to get more information.

A13. Review Correspondence (See Separate Index Sheet) The Board reviewed the week's correspondence. T. Boschetto updated the Board on the Minuteman issue. The Board agreed that T. Boschetto and N. Balmer would work with Town Counsel and Jeanne Downs, School Committee, to ensure that the article and motion are correct. The Board discussed the concerns of local business about the difficulty of holding public events at the town center; T. Boschetto noted it is not the purview of the Board of Selectmen and they should be referred to KGI Properties. T. Boschetto discussed the press release regarding the spring field conditions, and C. Karlson noted deficiencies in minutes submitted by town boards and committees.

A14. Report of the Town Administrator N. Balmer reviewed upcoming agenda items. She discussed the projects underway in regard to the town's IT structures, including security issues, management issues, storage considerations, and the virtualization of the police and library system. She said a draft revised charge for the Audit Committee had been prepared for Board approval. She noted that John Senchyshyn is the Acting Treasurer/Collector, and consultant Suzanne Marchand has been hired to work in the office.

A15. Selectmen's Reports and Concerns M. Antes said the new Town of Wayland flag will be available for the Annual Town Meeting, and will subsequently be placed in the State House following a ceremony with the State representatives. The Board discussed the next steps in creating a committee to study the long-term use of municipal land; C. Karlson and M. Antes said they would revise the current charge for Board review.

A16. Topics Not Reasonably Anticipated by the Chair 48 Hours in Advance of the Meeting, If Any J. Nolan said, "I know of none."

A17. Adjourn There being no further business before the Board, E. Collins moved, seconded by M. Antes, to adjourn the meeting of the Board of Selectmen at 10:01 p.m. YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

Items Distributed for Information and Use by the Board of Selectmen at the Meeting of March 16, 2015

1. Montage of Photographs from Michael Lowery, 120 Lakeshore Drive, of Farmers Market Signs posted by Russell's Garden Center
2. Wayland Solar Project: Frequently Asked Questions
3. Wayland Solar Project: Sensitivity Analysis
4. Real Estate Portfolio and Background Information on Sheryl Simon

Items Included as Part of Agenda Packet for Discussion During the March 16, 2015 Board of Selectmen's Meeting

1. Recommendation of the Greater Boston Association of Realtors, 2/12/15, re: Appointment to the Historic District Commission
2. Article 26, Appropriate Funds for Due Diligence and Feasibility Design for a proposed Council on Aging/Community Center at Wayland Town Center
3. Memorandum of 3/13/15 from Jerry Heller and Rebecca Stanizzi, River's Edge Advisory Committee, re: River's Edge Update
4. Backup Materials to Update on River's Edge Project
 - Draft Request for Proposals (RFP) (including the Committee's edits through today),
 - Draft Land Disposition Agreement (LDA),
 - Draft Right of Entry and License Agreement,
 - Draft Repurchase Agreement,
 - Draft Escrow Agreement, and
 - Memorandum dated today regarding a sale versus a ground lease (updated from an earlier version)
5. Backup Materials to Solar Power Projects
6. 2015 Annual Town Meeting Warrant
7. List of Annual Town Meeting Articles with Board of Selectmen and Finance Committee Positions
8. Request of The Local, 3/4/15, to Begin to Serve Alcohol on Sunday, April 5, 2015, at 10:00 a.m., and Massachusetts General Laws Chapter 138, Section 33B
9. Report of the Town Administrator for the Week Ending 3/13/2015



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BOARD OF SELECTMEN

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

DRAFT

Board of Selectmen Meeting Minutes March 23, 2015

Attendance: Mary M. Antes, Tony V. Boschetto, Edward J. Collins, Joseph F. Nolan

Also Present: Town Administrator Nan Balmer, Town Counsel Mark Lanza, Executive Assistant MaryAnn DiNapoli (left at 7:00 p.m.)

A1. Enter into Executive Session pursuant to: (i) Massachusetts General Laws (MGL) Chapter 30A, Section 21a(6) to Consider the Purchase Exchange, Lease or Value of Real Property Relative to the Septage Facility; and (ii) MGL Chapter 30A, Section 21a(6) to Consider the Purchase Exchange, Lease or Value of Real Property Relative to the Town Center Municipal Parcel; and (iii) MGL Section 21a(3), to Discuss Strategy with Respect to Pending Litigation regarding the case of Twenty Wayland LLC and the Town of Wayland and the Wastewater Management District Commission and Potential Litigation by a Group of Wastewater System Users and to Discuss Strategy with Respect to Pending Litigation between Moss and Borner v. Lingleys and the Town of Wayland regarding "Crown Path;" and (iv) MGL Chapter 30A, Section 21a(3) to Discuss Strategy with Respect to Collective Bargaining in regard to Contract Negotiations with the Library Union and the Teamsters; and (v) to Review and Consider for Approval and Potential Release the Following Executive Session Minutes Relative to the Said Subjects: June 9, 2014, July 21, 2014, September 23, 2014, September 29, 2014, October 27, 2014, November 3, 2014, November 17, 2014, November 24, 2014, December 1, 2014, January 5, 2015, and March 16, 2015 At 6:38 p.m., J. Nolan moved, seconded by M. Antes, to enter into executive session pursuant to: (i) Massachusetts General Laws (MGL) Chapter 30A, Section 21a(6) to consider the purchase exchange, lease or value of real property relative to the septage facility; and (ii) MGL Chapter 30A, Section 21a(6) to consider the purchase exchange, lease or value of real property relative to the town center municipal parcel; and (iii) MGL Section 21a(3), to discuss strategy with respect to pending litigation regarding the case of Twenty Wayland LLC and the Town of Wayland and the Wastewater Management District Commission and potential litigation by a group of wastewater system users and to discuss strategy with respect to pending litigation between Moss and Borner v. Lingleys and the Town of Wayland regarding "Crown Path;" and (iv) MGL Chapter 30A, Section 21a(3) to discuss strategy with respect to collective bargaining in regard to contract negotiations with the Library Union and the Teamsters; and (v) to review and consider for approval and potential release the following executive session minutes relative to the said subjects: June 9, 2014, July 21, 2014, September 23, 2014, September 29, 2014, October 27, 2014, November 3, 2014, November 17, 2014, November 24, 2014, December 1, 2014, January 5, 2015 and March 16, 2015. The Chair declares that a public discussion of pending litigation and collective bargaining and the review and consideration for approval and potential release of executive session minutes will have a detrimental effect on the bargaining or litigating position of the Town. Roll call vote: YEA: M. Antes, T. Boschetto, E. Collins, J. Nolan. NAY: none. ABSENT: C. Karlson. ABSTAIN: none. Adopted 4-0. Chair J. Nolan invites attendance by Town Administrator Nan Balmer, Town Counsel Mark Lanza, HR John Senchyshyn, and Executive Assistant MaryAnn DiNapoli. The Board will reconvene in open session in approximately thirty minutes.

The Board returned to open session at 7:00 p.m.

A2. Call to Order by Chair Chair J. Nolan called the open meeting of the Board of Selectmen to order at 7:00 p.m. in the Selectmen's Meeting Room of the Wayland Town Building and noted the meeting will likely be broadcast and videotaped for later broadcast by WayCAM. He reviewed the agenda for the public, and announced that the Wayland Library is conducting a town-wide survey to learn how it can best serve residents and help in evaluating the library's space needs.

A3. Public Comment Nancy Carapezza, 223 Boston Post Road, requested time on a Board agenda for the users of the wastewater system, with the exception of Twenty Wayland LLC, to discuss a settlement related to the wastewater betterments and fees. T. Boschetto questioned the jurisdiction of the Board of Selectmen in the matter. J. Nolan said the Board could not comment, due to potential litigation, and said the Town Counsel will provide a response. Jonathan Buchman, owner of business property at 231-241 Boston Post Road, said that many of the wastewater users have pending abatements and wish to come to an amicable solution. He said he believed the court would agree with the users that the facility was overbuilt, and the users are being charged betterments for the advantage of others, citing the RFP for the Rivers Edge project and the proposed leaching field at the town building. J. Nolan said the Board will discuss the parameters of discussions and negotiations with Town Counsel. David Larson, owner of Joint Ventures Physical Therapy, 109 Andrew Avenue, and Berkeley O'Keefe, owner of Orange Leaf Yogurt, 61 Andrew Avenue, addressing the Board as representatives of small business owners in the town center, asked for the Board's assistance in utilizing the town green for public events to promote business. T. Boschetto said that while the Board welcomes public events, the property is under the control of the landlord. M. Antes noted that she also has had difficulties in getting events approved. Linda Segal, 9 Aqueduct Road, said that Stop & Shop used the town center to collect donations to Breezy Point after the flooding in 2012, and suggested they contact the manager as to protocol.

A4. Potential Vote to Release Executive Session Minutes E. Collins moved, seconded by M. Antes, to approve and release, with edits and redactions, the executive session minutes of June 9, 2014, July 21, 2014, September 23, 2014, September 29, 2014, October 27, 2014, November 3, 2014, November 17, 2014, November 24, 2014, December 1, 2014, January 5, 2015, and March 16, 2015. YEA: M. Antes, T. Boschetto, E. Collins, J. Nolan. NAY: none. ABSENT: C. Karlson. ABSTAIN: none. Adopted 4-0.

A5. Discuss and Potential Vote on Warrant Article to Fund Design of a Multi-Use Playing Field at Oxbow Meadows (Community Preservation Funds) The Board was joined by Brud Wright and Frank Krasin of the Recreation Commission, and Recreation Commissioner Jessica Brodie, to ask for the Board's support of a multi-use playing field at Oxbow Meadows. J. Nolan asked for assurance that the funds would be used for the designated project. B. Wright noted there was an issue of ledge at the Middle School, and concerns about the numbers provided by Gale Associates at Loker. He said the Recreation Commission is looking for funds to move forward with a feasibility study to design potential soccer fields at Oxbow Meadows. M. Antes asked why they did not consider developing Alpine Field; B. Wright said there are wetlands issues and historic artifacts. J. Nolan brought up the residents' concern that there will be clear-cutting of the field. Gretchen Schuler, Chair, Community Preservation Committee, said the land is protected conservation land. J. Nolan asked if the possible settling of the fixed structure under the ground will be contemplated in the design; B. Wright said yes. T. Boschetto noted the benefit to the neighborhood. B. Wright said there will be a public hearing with the designer and the neighbors. J. Nolan asked the Recreation Commission to consider an indoor artificial turf field in its long-term plans. B. Wright asked that potential sites be included in the town-wide study of municipal parcels. E. Collins moved, seconded by T. Boschetto, to recommend to town meeting the approval of the article, "Fund Design of a Multi-Use Grass Playing Field at Oxbow Meadow (Former Nike Site)." YEA: M. Antes, T. Boschetto, E. Collins, J. Nolan. NAY: none. ABSENT: C. Karlson. ABSTAIN: none. Adopted 4-0.

A6. Discussion and Potential Vote on Warrant Article to Acquire Property for Conservation at 246 Stonebridge Road The Board was joined by Brian Monahan, Conservation Administrator, to discuss the property at 246 Stonebridge Road. B. Monahan said the town is close to finalizing a Purchase and Sales Agreement; he said the goal is to acquire the land and demolish the house. The land provides access to the Sudbury River and a historic bridge, and could be used for passive recreation and canoe access. He said the land will be under the jurisdiction of the Conservation Commission, and the price includes the purchase of the land and the demolition. T. Boschetto asked for a breakdown of the costs. The Board agreed to hold its vote until the March 30 meeting, pending the receipt of the final costs.

A7. Discussion and Potential Vote to Approve Amended Charge for Audit Committee The Board was joined by Gordon Cliff of the Audit Committee to explain the changes to the committee charge. T. Boschetto moved, seconded by M. Antes, to approve the revised charge of the Audit Committee. YEA: M. Antes, T. Boschetto, E. Collins, J. Nolan. NAY: none. ABSENT: C. Karlson. ABSTAIN: none. Adopted 4-0.

A8. Discussion and Potential Vote to Support Use of Gift Money for Bike Path M. Antes moved, seconded by T. Boschetto, that the Town Center developer gift of \$250,000 be committed to the Wayland bike rail trail. YEA: M. Antes, T. Boschetto, E. Collins, J. Nolan. NAY: none. ABSENT: C. Karlson. ABSTAIN: none. Adopted 4-0.

A10. Review and Approve Consent Calendar (See Separate Sheet) M. Antes moved, seconded by E. Collins, to approve the consent calendar. YEA: M. Antes, T. Boschetto, E. Collins, J. Nolan. NAY: none. ABSENT: C. Karlson. ABSTAIN: none. Adopted 4-0.

A11. Review Correspondence (See Separate Index Sheet) The Board reviewed the week's correspondence. M. Antes updated the Board on the actions of the housing boards and committees.

A9. Discussion and Potential Vote to Support FY16 Omnibus Budget Warrant Article The Board was joined by Tom Greenaway, Chair, Finance Committee, to provide an update on the FY16 budget process. T. Greenaway noted the level services budget this year, and said the operating budget won't change. He said that the IT capital budget for the town and school may be revised. T. Boschetto asked about surplus bond proceeds, and whether it was a one-time event. T. Greenaway said the balance sheet was scrubbed for excess capital money from prior years wherever possible, and said he expected it to be an ongoing process, although not of the current magnitude. He said much of the excess capital was from the high school project, and will go toward the funding of Claypit School doors and windows. T. Boschetto asked how the \$4 million in capital compares to last year; T. Greenaway said he will get back to him with those numbers. T. Boschetto asked if there was a plan to reduce debt over time. T. Greenaway said the goal is to keep the debt service to 5-10% of the operating budget and to maintain the free cash balance. He said the debt service was high by historical standards, due to the high school and DPW projects. T. Boschetto cited large capital expenditures in FY17 and FY18, and asked how it fit the model. T. Greenaway said he has asked Facilities Director Ben Keefe to review and refine the five-year plan; he said it includes the buildout on the library and the Council on Aging/Community Center. J. Nolan said the Board is pursuing a long range working group for municipal facilities. T. Greenaway advised the Board that the \$1 million capital expenditure for a fire department ladder truck will be fully funded by ambulance receipts. T. Boschetto discussed the need to keep an accurate accounting of the utility expenses in order to verify the impact of ESCO on utility costs. M. Antes moved, seconded by T. Boschetto, to recommend to town meeting the approval of the article, "FY 2016 Omnibus Budget." Linda Segal, 9 Aqueduct Road, said that the vote may change after the Warrant Hearing. M. Antes withdrew the motion for reconsideration after the Warrant Hearing on March 30, 2015.

A12. Report of the Town Administrator N. Balmer discussed with the Board the procedures for the upcoming Warrant Hearing. She said draft motions have been posted, but will continue to be revised. She

advised the Board that Dr. Paul Stein, Superintendent of Schools, will be contacting Wayland students who attend the Minuteman Regional School. T. Boschetto said he should convey that there will be no impact due to Wayland's withdrawal from the school district, and they should be assured they are still entitled to continue their education there. N. Balmer noted the revised draft charge for the Municipal Space Strategic Planning Committee, and the Permanent Municipal Building Committee. She said the Treasurer/Collector submitted his resignation and the town will advertise the position. She proposed a three-month school/town project to address Information Technology issues, including security, training, and maintenance. J. Nolan asked how it would be funded; she said by current year transfer or a reserve fund transfer.

A13. Selectmen's Reports and Concerns M. Antes noted that the Metropolitan Area Planning Council Annual Meeting is May 27, 2015, and they are looking for nominations for officers and awards.

A14. Topics Not Reasonably Anticipated by the Chair 48 Hours in Advance of the Meeting, If Any J. Nolan said, "I know of none."

A15. Adjourn There being no further business before the Board, E. Collins moved, seconded by M. Antes, to adjourn the meeting of the Board of Selectmen at 8:45 p.m. YEA: M. Antes, T. Boschetto, E. Collins, J. Nolan. NAY: none. ABSENT: C. Karlson. ABSTAIN: none. Adopted 4-0.

Items Distributed for Information and Use by the Board of Selectmen at the Meeting of March 23, 2015

1. Email of 3/23/15 from Lenore Travis to Board of Selectmen re: Public Comment on Multi-Use Field on Oxbow Road
2. Letter of 3/23/15 from Leonard and Nancy Carapezza to Board of Selectmen re: Request to Discussion of Wastewater Issues at Board of Selectmen Meeting
3. Permanent Municipal Building Committee, Policies and Procedures
4. Draft Memorandum of 3/30/15 from Nan Balmer, Town Administrator, to Finance Committee, re: Information Technology
5. Map of 246 Stonebridge Road

Items Included as Part of Agenda Packet for Discussion During the March 23, 2015 Board of Selectmen's Meeting

1. Memorandum of 3/23/15 from Nan Balmer, Town Administrator, to Board of Selectmen, re: Audit Committee Charge Revision
2. Letter of 3/18/15 from Larry Kiernan, Representative to the Mass Central Rail Trail Committee, to the Board of Selectmen, re: Developer Bike Trail Gift
3. Town of Wayland FY2016 Budget
4. Report of the Town Administrator for the Week Ending 3/20/2015



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BOARD OF SELECTMEN

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EDWARD J. COLLINS
CHERRY C. KARLSON
JOSEPH F. NOLAN

DRAFT

Board of Selectmen Meeting Minutes March 30, 2015

Attendance: Mary M. Antes, Tony V. Boschetto, Edward J. Collins, Cherry C. Karlson, Joseph F. Nolan
(arrived 6:35 p.m.)

Also Present: Town Administrator Nan Balmer, Assistant Town Administrator/Human Resources Director John Senchyshyn, Town Counsel Mark Lanza, Executive Assistant MaryAnn DiNapoli

A1. Convene in Open Session and then Enter into Executive Session pursuant to: (i) Massachusetts General Laws (MGL) Chapter 30A, Section 21a(3) to discuss collective bargaining strategy in regard to the AFSCME Professional Union; and (ii) MGL Chapter 30A, Section 21a(6) to Consider the Purchase Exchange, Lease or Value of Real Property Relative to the Septage Facility; and (iii) MGL Chapter 30A, Section 21a(6) to Consider the Purchase Exchange, Lease or Value of Real Property Relative to the Town Center Municipal Parcel; and (iv) MGL Section 21a(3), to Discuss Strategy with Respect to Pending Litigation regarding the case of Twenty Wayland LLC and the Town of Wayland and the Wastewater Management District Commission and Potential Litigation by a Group of Wastewater System Users, and with Respect to Potential Litigation Regarding the Enforcement of the Judgment with Respect to Bernstein et al v. Wayland Planning Board; and (v) MGL Chapter 30A, Section 21a(3) to discuss collective bargaining strategy pertaining to the OPEB recommendation in regard to the AFSCME Clerical Union, the AFSCME Professional Union, the Teamsters, the Library Association, the Police Union, the Fire Union, the Wayland Teachers Association, the Wayland Educational Secretarial Association, the School Custodians Union, and the Food Service Association; and (vi) to Review and Consider for Approval and Potential Release the Following Executive Session Minutes Relative to the Said Subjects: January 12, 2015, February 3, 2015, February 10, 2015, and February 23, 2015 At 6:25 p.m., C. Karlson moved, seconded by M. Antes, to enter into executive session pursuant to (i) Massachusetts General Laws (MGL) Chapter 30A, Section 21a(3) to discuss collective bargaining strategy in regard to the AFSCME Professional Union; and (ii) MGL Chapter 30A, Section 21a(6) to consider the purchase exchange, lease or value of real property relative to the septage facility; and (iii) MGL Chapter 30A, Section 21a(6) to consider the purchase exchange, lease or value of real property relative to the town center municipal parcel; and (iv) MGL Section 21a(3), to discuss strategy with respect to pending litigation regarding the case of Twenty Wayland LLC and the Town of Wayland and the Wastewater Management District Commission and potential litigation by a group of Wastewater System Users, and with respect to potential litigation regarding the enforcement of the judgment with respect to Bernstein et al v. Wayland Planning Board; and (v) MGL Chapter 30A, Section 21a(3) to discuss collective bargaining strategy pertaining to the OPEB recommendation in regard to the AFSCME Clerical Union, the AFSCME Professional Union, the Teamsters, the Library Association, the Police Union, the Fire Union, the Wayland Teachers Association, the Wayland Educational Secretarial Association, the School Custodians Union, and the Food Service Association; and (vi) to review and consider for approval and potential release the following executive session minutes relative to the said subjects: January 12, 2015, February 3, 2015, February 10, 2015, and February 23, 2015. The Chair declares that a public discussion of these matters will have a detrimental effect on the bargaining, litigating or negotiating position of the Town. Roll call vote:

YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 4-0. Vice Chair C. Karlson invited attendance by Assistant Town Administrator/Human Resources Director John Senchyshyn, Town Administrator Nan Balmer, Assistant Town Administrator/HR Director John Senchyshyn, and Town Counsel Mark Lanza. The Board will reconvene in open session in approximately forty minutes.

The Board returned to open session at 6:59 p.m.

A2. Call to Order by Chair Chair J. Nolan called the open meeting of the Board of Selectmen to order at 7:00 p.m. in the Large Hearing Room of the Wayland Town Building and noted the meeting will likely be broadcast and videotaped for later broadcast by WayCAM. He reviewed the agenda for the public, and noted that the Annual Town Elections will be held Tuesday, March 31, 2015.

A3. Potential Vote to Approve a Memorandum of Agreement with regard to a Successor AFSCME Collective Bargaining Agreement T. Boschetto moved, seconded by E. Collins, to approve the Memorandum of Agreement between the Town of Wayland and AFSCME 690 Wayland for the collective bargaining agreement from July 1, 2011, to June 30, 2014. YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. ABSENT: none. ABSTAIN: none. Adopted 5-0.

A4. Potential Vote to Release Executive Session Minutes of January 12, 2015, February 2, 2015, February 10, 2015, and February 23, 2015 C. Karlson moved, seconded by M. Antes, to approve as amended and release with redactions the executive session minutes of January 12, 2015, February 3, 2015, and February 10, 2015. YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. ABSENT: none. ABSTAIN: none. Adopted 5-0. C. Karlson moved, seconded by E. Collins, to approve as amended and release with redactions the executive session minutes of February 23, 2015. YEA: M. Antes, E. Collins, C. Karlson, J. Nolan. ABSENT: none. ABSTAIN: T. Boschetto. Adopted 4-0-1.

A5. Public Comment Mark Hays, 1 Sylvan Way, and member of the technology task force for the public schools, distributed a powerpoint presentation that will be presented to the Finance Committee at its meeting later that night. Anette Lewis, 33 Claypit Hill Road, asked if changes would be made to the Annual Town Meeting warrant due to the approval of the AFSCME collective bargaining agreement. J. Senchyshyn said an errata sheet will be created to revise the pay scales. Tom Greenaway, Chair, Finance Committee, said the budget adjustments will be done through the reserve salary account.

A6. Warrant Hearing for 2015 Annual Town Meeting J. Nolan opened the warrant hearing at 7:10 p.m. The Board was joined by Town Counsel Mark Lanza and Town Moderator Dennis Berry. M. Lanza advised the public that the warrant hearing is to review the warrant for errata, substantive changes, and procedural issues. Finance Director Brian Keveny said that the total revenue amount in Table 2 on page 7 will decrease due to an error in the transfer from the revolving funds, and he noted the corrections going forward to the following tables. Linda Segal, 9 Aqueduct Road, noted that the article numbers were wrong at the bottom of page 12. B. Keveny reviewed corrections to Table 12 on page 20, and said the final amount to be raised by taxation, Fiscal Year 2016, will be \$60,717,268. On Table 14, page 21, the final total of local receipts becomes \$4,192,000. Rick Greene, 26 Pequot Road, and member of the Wastewater Management District Commission, disputed the funding source for the transfers to wastewater expense, and he corrected the amount of the transfer. A. Lewis said the motion at town meeting must identify the correct budget source. L. Segal asked that the final motions be made available to the public before town meeting. M. Hays asked for more detail in the IT budget; T. Greenaway said it will be discussed at the Finance Committee meeting tonight. A. Lewis corrected the table heading on page 25 to "CURRENT YEAR TRANSFERS FY 2015." She questioned the procedure for payment of the Minuteman Vocational Assessment. Cliff Lewis, 33 Claypit Hill Road, and member of the OPEB Advisory Committee, noted that the estimated cost of the OPEB funding on page 27 was calculated differently than last year. A. Lewis said consistency is important because

residents need to make accurate comparisons. R. Greene said that in Motion 2 of Article 5, page 31, the Town Administrator was cited as responsible for the wastewater treatment facility. M. Lanza said that while the Wastewater Management District Commission has custody and control, the Town Administrator is responsible for daily operation. The Board agreed to delete the reference. A. Lewis said in Motion 1, Article 5, page 31, it states that \$1,322,580 shall be provided by transfer from other funds, and she asked for those funds to be defined. She asked why the text referred to "Acts" instead of citing the appropriate Massachusetts General Law. She said there are motions in the budget article that don't have any relevance to the budget, as tax abatements do not come from the omnibus budget. She questioned the two different amounts in the revolving funds for the Transfer Station and the Recreation Commission on page 32, and T. Greenaway explained the discrepancy. T. Greenaway said there will be changes in the capital IT budget and also in Motion 4, in the MSBA (Massachusetts School Budget Authority) language. A. Lewis said funding for the Claypit School doors and windows is a separate motion, so it must be deleted from Motion 3 on page 32. B. Keveny noted the headings in the Fiscal Year 2016 Budget charts were wrong. A. Lewis said the motion for Article 7 had the wrong pages listed. J. Senchyshyn said the headers on the FTE charts on pages 129-132 are incorrect. A. Lewis asked for clarification of the budget impact of the Valor Act, whether it has to be adopted annually, and its effect on the issue of unemployment. M. Lanza said the Valor Act only needs to be adopted once. C. Karlson said the funding is appropriated from the overlay. Gretchen Schuler, 126 Old Connecticut Path, and Chair of the Community Preservation Committee, noted that on page 66, Article 11, a.) the Fiscal Year should be 2015, and on page 69, Article 12, the Finance Committee reference should be Article 11. L. Segal said the maps in the appendices are too small and the details are unclear. J. Nolan said there will be 11x17 maps at town meeting; D. Berry said audio visual equipment will also be available. A. Lewis said the Motion for Article 19 has incorrect page numbers. A. Lewis questioned the need to determine the method of appropriation in Article 23, page 95, because the open space is a gift. M. Lanza said it is standard wording that offers all the options. Mike Lowery, 120 Lakeshore Drive, and member of the Board of Public Works, said that in regard to Article 23, there is no mention of the need to loop a water line beneath a portion of the land. R. Greene expressed concern that the transfer of land may not leave enough land for the expansion of the wastewater treatment facility, should it become necessary. The Board said they would review the issue. L. Segal said Appendices J and K are not legible. A. Lewis said that Appendix J does not show Lot R-21 as referenced in Article 25. She asked whether the decision has been made to buy or lease the land; J. Nolan said both options are currently under consideration. L. Segal asked if the town was indemnified for any contaminants at the municipal parcel cited in Article 26. M. Antes said there are ongoing conversations with Ben Gould, the town's LSP (Licensed Site Professional). A. Lewis asked that the Board strike the last sentence of Article 26, "and authorize the Town Administrator, with the approval by the voters of the Town of Wayland, to take any action necessary to carry out said program, review and designs." The Board agreed. L. Segal expressed concern about the configuration of the municipal land at town center; J. Nolan referred her to the planning process. A. Lewis said Article 28 should cite the Massachusetts General Laws and not the Acts. L. Segal asked that the Town of Lincoln be made aware of the proposed playing field at Oxbow Meadows. A. Lewis said the map at Appendix E says Appendix D. G. Schuler said the map at Appendix H will be revised for town meeting. C. Karlson said the map at Appendix J cites an access and utility easement, but the article only refers to the access easement. M. Antes moved, seconded by E. Collins, to close the warrant hearing at 8:42 p.m. YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

A7. Discussion of River's Edge Project The Board was joined by members of the River's Edge Advisory Committee (Bill Sterling, Jerry Heller, Rebecca Stanizzi, Christine DiBona, Rob Morrison) and Special Counsel Stephen Anderson of Anderson & Krieger LLP. Participants discussed whether the Town of Wayland should sell or lease the River's Edge property. Bonnie Gossels, 15 Bennett Road, advocated for the lease of the property; she said a lease would provide more flexible options, better control, and the potential for an increased bid price. S. Anderson advised the Board that there were more advantages to a sale, noting that a sale eliminates certain liabilities, relieves the town of property management obligations, and allows the town more control over the choice of projects, developers, and price. E. Collins said he agreed with B.

Gossels, and asked for an economic analysis and a public hearing by the Economic Development Committee. C. Karlson said she preferred the option to sell, as she did not want the town to lose its right to qualitative review. T. Boschetto moved, seconded by C. Karlson, to dispose of the River's Edge property by sale versus lease. YEA: M. Antes, T. Boschetto, C. Karlson, J. Nolan. NAY: E. Collins. ABSENT: none. ABSTAIN: none. Adopted 4-1.

N. Balmer advised the Board that the issue of site assignment was addressed in a confidential memo, and therefore the Board can vote but cannot engage in discussion. L. Segal asked if the Board of Health should be included in the conversation. S. Anderson said the Board of Health was involved with both the River's Edge Advisory Committee and the Department of Environmental Protection regarding its options. M. Antes moved, seconded by C. Karlson, to keep the Site Assignment in place but secure Department of Environmental Protection Presumptive Approval for the new River's Edge use. YEA: M. Antes, C. Karlson, J. Nolan. NAY: E. Collins. ABSENT: none. ABSTAIN: T. Boschetto. Adopted 3-1-1.

Chris Brown, Chair, Board of Public Works, said the Board supports the River's Edge project, but expressed concern about the ability of the Board of Public Works to retain control of the land in the event there is no development agreement. J. Nolan asked what options are available to address the issue. S. Anderson cited previous case law that provided flexibility in creating an agreement for the continued use of the land and arrangements that would satisfy all interests. Mike Lowery, Board of Public Works, questioned why the Board of Public Works could not convey the land for sale, and S. Anderson cited the legal justification for the conveyance to the Board of Selectmen.

S. Anderson left the meeting at 9:25 p.m.

C. Brown said another issue is the ability to supply water to the site, and a study must be authorized to insure that it will be possible. T. Boschetto asked about the source of funding; R. Stanizzi said the cost is approximately \$2,000 and is already included in the appropriation. C. Karlson volunteered to work with the Chair of the Board of Public Works on the issue. The Board reviewed the request for approval of legal fees and engineering and consultant contracts. T. Boschetto requested that the approval of the legal invoice be held until the details of the invoice are made available. C. Karlson moved, seconded by M. Antes, to approve the Tata & Howard contract for a study of water service capacity and flow testing in the amount of \$9,000, and to approve the contract of Ed Marchand, Consultant, for a follow up on peer review of the RFP, not to exceed \$1,000. YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

A8. Review and Potential Vote to Support Annual Town Meeting Warrant Articles, Including Petitioners' Articles M. Antes moved, seconded by E. Collins, to recommend to town meeting the approval of the article, "Acquire Open Space Parcel in Sage Hill Subdivision." YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0. T. Boschetto moved, seconded by M. Antes, to recommend to town meeting the approval of the article, "Acquire 246 Stonebridge Road." YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0. In regard to Article 29, "Town will Enforce Lowest Speed Limit Allowed by Law," M. Antes said the petitioner would like to meet with the Board, Town Counsel, the Chief of Police, and the Board of Public Works to discuss his concerns outside of town meeting.

A9. Review and Approve Consent Calendar (See Separate Sheet) T. Boschetto moved, seconded by E. Collins, to approve the consent calendar. YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

A10. Review Correspondence (See Separate Index Sheet) The Board reviewed the week's correspondence, and noted the Chapter 90 funds for the repair of damaged roads after the snowstorms this winter.

A11. Report of the Town Administrator N. Balmer updated the Board on IT (Information Technology) capital projects, and a long-term capital and joint management plan to work with the schools. She reported on the Moderator's Forum, and she said that she is working with Superintendent of Schools Paul Stein and the Board of Public Works to get the fields open as soon as possible. She provided a memorandum on the status of the solar projects agreements with Ameresco from Facilities Director Ben Keefe.

A12. Selectmen's Reports and Concerns There were no Selectmen's reports and concerns.

A13. Topics Not Reasonably Anticipated by the Chair 48 Hours in Advance of the Meeting, If Any J. Nolan said, "I know of none."

A13. Adjourn There being no further business before the Board, C. Karlson moved, seconded by M. Antes, to adjourn the meeting of the Board of Selectmen at 10:10 p.m. YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

Items Distributed for Information and Use by the Board of Selectmen at the Meeting of March 30, 2015

1. Email of 3/30/15 from Ben Keefe, Facilities Director, to Nan Balmer, Town Administrator, re: Wayland High School Artificial Turf Update
2. Powerpoint Presentation to the Finance Committee by Dave Bernstein, David Howe, Rajiv Shridhar, and Mark Hays re: IT CIPS: New Direction Required

Items Included as Part of Agenda Packet for Discussion During the March 30, 2015 Board of Selectmen's Meeting

1. Memorandum of 3/25/15 from Jerry Heller and Rebecca Stanizzi, River's Edge Advisory Committee, re: Documents for River's Edge Update at March 30 Meeting
2. List of Articles for Annual Town Meeting with Positions of Board of Selectmen
3. Report of the Town Administrator for the Week Ending 3/27/2015



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Board of Selectmen Meeting Minutes April 6, 2015

Attendance: Mary M. Antes, Tony V. Boschetto, Edward J. Collins (arrived 7:25 p.m.), Cherry C. Karlson, Joseph F. Nolan

Also Present: Town Administrator Nan Balmer

A1. Call to Order by Chair Chair J. Nolan called the open meeting of the Board of Selectmen to order at 6:50 p.m. in the Field House of the Wayland High School. He reviewed the agenda for the public.

A2. Public Comment Linda Segal, 9 Aqueduct Road, said the start time for Annual Town Meeting was incorrectly listed as 6:30 p.m. on the electronic sign at the Public Safety Building. N. Balmer said she would look into it.

A3. Review and Approve Consent Calendar (See Separate Sheet) T. Boschetto moved, seconded by M. Antes, to approve the consent calendar. YEA: M. Antes, T. Boschetto, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 4-0.

A4. Discussion and Potential Vote for the Approval of Invoice from Anderson & Krieger LLP in regard to River's Edge Project This matter was deferred until the end of the meeting in order that E. Collins could participate in the discussion.

A5. Discussion and Potential Vote on Positions on Articles and Discussion of Issues Relative to 2015 Annual Town Meeting C. Karlson reported on a discussion by the Wastewater Management District Commission regarding Article 25, Motion 2, which would allow the Board to convey an easement at the access road to the Wastewater Treatment Plant (WWTP). The Board discussed withdrawing Motion 2 based on discussions about possible future space needs for equipment at the WWTP, and the recommendation of the Town Planner that possible conveyance of the easement did not need to be considered right now. M. Antes moved, seconded by C. Karlson, that no motion would be made for sections d) and e) of Article 25 (Motion 2). YEA: M. Antes, C. Karlson, J. Nolan. NAY: none. ABSENT: E. Collins. ABSTAIN: T. Boschetto. Adopted 3-0-1.

C. Karlson noted that the Town's Capital Improvement Projects for Information Technology were deleted from the Capital Improvement Plan by the Finance Committee, and that the Finance Committee had approved a Current Year Transfer to fund an updated IT plan to make informed decisions on IT projects going forward. N. Balmer reported to the Board on IT projects at previous meetings at which no vote was taken by the Board.

The Board declined to take additional positions on articles, noting it often did not take positions on petitioners' articles. The Board discussed with Town Counsel the process for Town Meeting to appoint an Assistant Moderator from the Board in case it is necessary for the Moderator to recuse himself. C. Karlson

said she contacted the Beard family regarding the acknowledgement by Town Meeting of the Beards' gift of land to the town.

A6. Topics Not Reasonably Anticipated by the Chair 48 Hours in Advance of the Meeting, If Any
J. Nolan said, "I know of none."

Recess At 7:15 p.m. T. Boschetto moved, seconded by J. Nolan, to recess and reconvene upon the arrival of E. Collins to consider item 4 on the agenda. YEA: M. Antes, T. Boschetto, C. Karlson, J. Nolan. NAY: none. ABSENT: E. Collins ABSTAIN: none. Adopted 4-0.

The Board reconvened at 7:25 p.m.

A4. Discussion and Potential Vote for the Approval of Invoice from Anderson & Krieger LLP in regard to River's Edge Project E. Collins moved, seconded by C. Karlson, to approve the legal bills for Anderson & Krieger LLP in regard to the Rivers Edge Project. YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

A7. Adjourn and Reconvene to Join 2015 Annual Town Meeting There being no further business before the Board, C. Karlson moved, seconded by M. Antes, to adjourn the meeting of the Board of Selectmen at 7:30 p.m. and to reconvene for the 2015 Annual Town Meeting. YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

Items Distributed for Information and Use by the Board of Selectmen at the Meeting of April 6, 2015

1. Revised Capital Budget – Fiscal 2016
2. Errata to Annual Town Meeting
3. Revisions to Annual Town Meeting
4. Motions for 2015 Annual Town Meeting

Items Included as Part of Agenda Packet for Discussion During the April 6, 2015 Board of Selectmen's Meeting

1. Invoice from Anderson & Krieger LLP, March 5, 2015, Reference #111878, for \$76,361.13



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DRAFT

Board of Selectmen Meeting Minutes April 7, 2015

Attendance: Mary M. Antes, Tony V. Boschetto, Edward J. Collins, Cherry C. Karlson, Joseph F. Nolan
Also Present: Town Administrator Nan Balmer, Lea Anderson, Town Counsel Mark Lanza

A1. Open Meeting and Enter into Executive Session Pursuant to Massachusetts General Laws Chapter 30A, Section 21a(6), to Discuss the Exchange, Lease or Value of Real Estate in regard to the Municipal Parcel at Town Center At 6:40 p.m., J. Nolan moved, seconded by M. Antes, to enter into executive session pursuant to Massachusetts General Laws Chapter 30A, Section 21a(6), to discuss the exchange, lease or value of real estate in regard to the municipal parcel at Town Center. The Chair declares that a public discussion of the exchange, lease or value of real estate in regard to the municipal parcel will have a detrimental effect on the bargaining, litigating or negotiating position of the Town. Roll call vote: YEA: M. Antes, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: T. Boschetto, ABSTAIN: none. Adopted 5-0. Chair J. Nolan invites attendance by Town Administrator Nan Balmer, Assistant Town and Town Counsel Mark Lanza. The Board will reconvene in open session in approximately ten minutes.

The Board returned to open session at 6:57 p.m.

A2. Call to Order by Chair Chair J. Nolan called the open meeting of the Board of Selectmen to order at 6:58 p.m. in the Field House of the Wayland High School. He reviewed the agenda for the public.

A3. Public Comment There was no public comment.

A4. Discussion of Schedule for Upcoming Board of Selectmen Meetings The Board discussed future meeting dates and agreed to meet on April 13, 2015, if Town Meeting ends by Wednesday April 8, 2015, and to discuss other meeting dates at the next meeting.

A5. Discussion and Potential Vote on Positions on Articles and Discussion of Issues Relative to 2015 Annual Town Meeting The Board discussed upcoming articles at the Annual Town Meeting.

A6. Correspondence The Board discussed the week's correspondence.

A7. Topics Not Reasonably Anticipated by the Chair 48 Hours in Advance of the Meeting, If Any J. Nolan said, "I know of none."

A8. Adjourn and Reconvene to Join 2015 Annual Town Meeting There being no further business before the Board, E. Collins moved, seconded by C. Karlson, to adjourn the meeting of the Board of Selectmen at 7:10 pm and to reconvene for the 2015 Annual Town Meeting. YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

Items Distributed for Information and Use by the Board of Selectmen at the Meeting of April 7, 2015

1. None

Items Included as Part of Agenda Packet for Discussion During the April 7, 2015 Board of Selectmen's Meeting

1. None



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Board of Selectmen Meeting Minutes April 8, 2015

Attendance: Mary M. Antes, Tony V. Boschetto, Cherry C. Karlson

Also Present: Town Administrator Nan Balmer, Town Counsel Mark Lanza, Lea Anderson

A1. Call to Order by Chair Vice Chair C. Karlson called the open meeting of the Board of Selectmen to order at 7:11 p.m. in the Field House of the Wayland High School. She reviewed the agenda for the public.

A2. Public Comment There was no public comment.

A3. Discussion and Potential Vote on Positions on Articles and Discussion of Issues Relative to 2015 Annual Town Meeting Town Counsel M. Lanza responded to questions about whether Article 26, "Appropriate Funds for Due Diligence and Feasibility Design for a Proposed Council on Aging/Community Center at Wayland Town Center," can go forward if Article 25, "Acquire Municipal Parcel in Town Center and Convey Access Easement in Town Center," fails. He said that Twenty Wayland LLC is still obligated to deed the municipal parcel to the town. He said there is no time frame when the town's ability to acquire the parcel would expire. T. Boschetto said the Board should be prepared to send its correspondence to the Minuteman School District if Article 17, "Withdraw from Minuteman Regional Vocational School District," passes Town Meeting. The Board agreed to schedule its next regular meeting for Tuesday, April 21, 2015.

A4. Selectmen's Reports and Concerns There were no Selectmen's reports and concerns.

A5. Topics Not Reasonably Anticipated by the Chair 48 Hours in Advance of the Meeting, If Any C. Karlson said, "I know of none."

A6. Adjourn and Reconvene to Join 2015 Annual Town Meeting There being no further business before the Board, M. Antes moved, seconded by T. Boschetto, to adjourn the meeting of the Board of Selectmen at 7:18 p.m. and to reconvene for the 2015 Annual Town Meeting. YEA: M. Antes, T. Boschetto, C. Karlson. NAY: none. ABSENT: E. Collins, J. Nolan. ABSTAIN: none. Adopted 3-0.

Items Distributed for Information and Use by the Board of Selectmen at the Meeting of April 8, 2015

1. None

Items Included as Part of Agenda Packet for Discussion During the April 8, 2015 Board of Selectmen's Meeting

1. None



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Board of Selectmen Meeting Minutes April 13, 2015

Attendance: Mary M. Antes, Tony V. Boschetto (arrived 6:58 p.m.), Edward J. Collins, Cherry C. Karlson, Joseph F. Nolan

Also Present: Town Administrator Nan Balmer, Town Counsel Mark Lanza, Lea Anderson

A1. Call to Order by Chair Chair J. Nolan called the open meeting of the Board of Selectmen to order at 6:50 p.m. in the Field House of the Wayland High School. He reviewed the agenda for the public.

A2. Public Comment Linda Segal, 9 Aqueduct Road, said that if Town Meeting continued through Tuesday it would conflict with a hearing of the Zoning Board of Appeals.

A3. Review and Approve Consent Calendar (See Separate Sheet) C. Karlson moved, seconded by M. Antes, to approve the consent calendar. YEA: M. Antes, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: T. Boschetto ABSTAIN: none. Adopted 4-0.

A4. Correspondence The Board reviewed the correspondence, noting an email from L. Segal regarding the Twenty Wayland AUL. The Board deferred discussion on the remaining correspondence until the next meeting.

T. Boschetto arrived at 6:58 p.m.

A5. Discussion and Potential Vote on Positions on Articles and Discussion of Issues Relative to 2015 Annual Town Meeting The Board discussed an email from the Facilities Director saying that delaying the date of Town Meeting would make it difficult to take projects from bidding through construction in the same Fiscal Year. The Board decided not to take a position on the article since it has not done so for petitioners' articles. Town Counsel M. Lanza advised the Board that the Town Clerk will send notice of Town Meetings' vote to withdraw from the Minuteman Regional School District. He said the Agreement is confusing in that it says the Town Clerk's notice must be accompanied by a certified amendment to the Agreement, which cannot be included as it must be prepared by the Region rather than the Town. The Board discussed the next steps, and agreed the Region should be informed that the Town will communicate terms to Minuteman within thirty days.

A6. Topics Not Reasonably Anticipated by the Chair 48 Hours in Advance of the Meeting, If Any At 7:10 p.m., J. Nolan moved, seconded by M. Antes, that the Board of Selectmen enter into executive session pursuant to Massachusetts General Laws Chapter 30A, Section 21a (3), to discuss strategy with respect to a pending action regarding the Glezen Lane Judgment. The Chair declared that a public discussion of strategy with respect to potential litigation regarding the Glezen Lane judgment will have a detrimental effect on the bargaining or litigating position of the Town. Roll call vote: YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

The Chair invited Town Administrator Nan Balmer, Police Chief Robert Irving, Chair of the Board of Public Works Chris Brown, Selectmen elect Lea Anderson and Town Counsel Mark Lanza. The Board will reconvene in open session in approximately ten minutes.

The Board returned to open session at 7:25 p.m.

A7. Adjourn and Reconvene to Join 2015 Annual Town Meeting There being no further business before the Board, T. Boschetto moved, seconded by C. Karlson, to adjourn the meeting of the Board of Selectmen at 7:25 p.m. and to reconvene for the 2015 Annual Town Meeting. YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

Items Distributed for Information and Use by the Board of Selectmen at the Meeting of April 13, 2015

1. None

Items Included as Part of Agenda Packet for Discussion During the April 13, 2015 Board of Selectmen's Meeting

1. None

**TOWN ADMINISTRATOR'S REPORT
WEEK ENDING APRIL 17, 2015**

IT

Elizabeth Doucette worked with Library staff to develop an alternative to the IT capital project that was withdrawn from the capital plan. A similar, less expensive project used by other area libraries is under consideration.

The draft security study was received. As a first phase of the joint IT project, an IT consultant with the necessary credentials will be hired to evaluate the recommendations and implement new IT security measures.

Dr. Stein and I met with members of the school Technology Task Force to hear concerns and suggestions for improving school / town IT.

RECREATION FIELDS

Dr. Stein and I assigned Ben Keefe, Facilities Director, the overall authority to supervise the maintenance of and planning for the artificial turf filed by town and school departments. As a town / school Department Head with experience managing recreational fields, Ben is well positioned and has the skills for this job.

FINANCE

As requested, attached please find the third quarter year to date budget report. Selectmen requested to see the status of departmental budgets under their jurisdiction. The Finance Team is looking at the town's financial procedures and reporting – An upcoming change will be a new requirement for approval by the Town Administrator of town purchase orders. These are required for expenses over \$5,000.

FUTURE AGENDA ITEMS

The Board can expect to see the following agenda items in the coming weeks – Please express your thoughts on the organization of board business.

Board Planning and Town Organization:

1. Portfolio Assignments
2. Committee Appointments / Re-Appointments
 - a. Joint Appointment to Planning Board (elected)
3. Committee Charges
 - a. COA / CC
 - b. Municipal Space and Capital Planning
4. Committee Reports / Requests
 - a. OPEB Committee Request for BOS Adoption of Investment Policy and Process
5. Town Meeting
 - a. Set dates
6. Board of Selectmen and Town Administrator Goals

Board Policy and Regulatory Role

1. Board Policy Review and Development
2. Licensing
 - a. Bertucci's Change of Manager – Liquor License
3. Fee – Setting

Regular Departmental Reports:

Fire, Police, DPW / BOPW, Human Resources, Finance, Town Counsel

Management Priorities and Town Projects

1. Financial Management and Planning
 - a. Report of Acting Treasurer
2. Joint Town School IT
3. COA Studies
4. Rivers' Edge Project
5. Land Use Departments – Customer Service / Space- Workflow – Software
6. Library Project
7. Recreation – Revolving Fund
8. Solar

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TOWN OF WAYLAND
YEAR-TO-DATE BUDGET REPORT

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FOR 2015 09

ACCOUNTS FOR: 10	GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
1220 SELECTMEN								
10122002 SELECTMEN EXPENSES								
10122002	52100 CONTRACTUAL SERVICE	5,000	0	5,000	3,800.00	.00	1,200.00	76.0%*
10122002	52112 TRAINING & EDUCATIO	8,000	0	8,000	4,571.10	.00	3,428.90	57.1%
10122002	52114 DUES	11,000	0	11,000	10,899.50	.00	100.50	99.1%*
10122002	54100 SUPPLIES	3,000	0	3,000	413.68	.00	2,586.32	13.8%
10122002	54116 BEAUTIFICATION EXP	3,000	0	3,000	828.30	.00	2,171.70	27.6%
TOTAL SELECTMEN EXPENSES		30,000	0	30,000	20,512.58	.00	9,487.42	68.4%
TOTAL SELECTMEN		30,000	0	30,000	20,512.58	.00	9,487.42	68.4%
1230 TOWN OFFICE								
10123001 TOWN OFFICE PERSONNEL SERVICES								
10123001	51001 SALARIES	466,664	0	466,664	344,248.17	.00	122,415.83	73.8%
TOTAL TOWN OFFICE PERSONNEL SERVICES		466,664	0	466,664	344,248.17	.00	122,415.83	73.8%
10123002 TOWN OFFICE EXPENSES								
10123002	52100 CONTRACTUAL SERVICE	5,000	0	5,000	4,843.91	.00	156.09	96.9%*
10123002	52130 PRINTING	5,000	0	5,000	8,653.31	.00	-3,653.31	173.1%*
10123002	54100 SUPPLIES	38,500	0	38,500	32,900.94	.00	5,599.06	85.5%*
10123002	54121 POSTAGE	31,000	0	31,000	24,991.65	.00	6,008.35	80.6%*
TOTAL TOWN OFFICE EXPENSES		79,500	0	79,500	71,389.81	.00	8,110.19	89.8%
TOTAL TOWN OFFICE		546,164	0	546,164	415,637.98	.00	130,526.02	76.1%
1240 PERSONNEL BOARD								
10124001 PERSONNEL BOARD P S								
10124001	51922 ADJUSTMENT FUND	6,750	0	6,750	.00	.00	6,750.00	.0%

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ACCOUNTS FOR: 10	GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL PERSONNEL BOARD P S		6,750	0	6,750	.00	.00	6,750.00	.0%
10124002 PERSONNEL BOARD EXPENSES								
<u>10124002 52100 CONTRACTUAL SERVICE</u>		5,000	0	5,000	3,026.00	.00	1,974.00	60.5%
<u>10124002 52112 TRAINING & EDUCATIO</u>		5,000	0	5,000	3,294.92	.00	1,705.08	65.9%
TOTAL PERSONNEL BOARD EXPENSES		10,000	0	10,000	6,320.92	.00	3,679.08	63.2%
TOTAL PERSONNEL BOARD		16,750	0	16,750	6,320.92	.00	10,429.08	37.7%
1350 FINANCE								
10135001 FINANCE PERSONNEL SERVICES								
<u>10135001 51001 SALARIES</u>		313,661	0	301,661	215,690.13	.00	85,970.87	71.5%
<u>10135001 51140 OVERTIME</u>		1,500	0	1,500	.00	.00	1,500.00	.0%
TOTAL FINANCE PERSONNEL SERVICES		315,161	0	303,161	215,690.13	.00	87,470.87	71.1%
10135002 FINANCE EXPENSES								
<u>10135002 52100 CONTRACTUAL SERVICE</u>		40,000	0	52,000	45,899.52	.00	6,100.48	88.3%*
<u>10135002 52112 TRAINING & EDUCATIO</u>		8,000	0	8,000	1,150.03	.00	6,849.97	14.4%
<u>10135002 52114 DUES</u>		700	0	700	514.00	.00	186.00	73.4%
<u>10135002 54100 SUPPLIES</u>		3,000	0	3,000	200.74	.00	2,799.26	6.7%
TOTAL FINANCE EXPENSES		51,700	0	63,700	47,764.29	.00	15,935.71	75.0%
TOTAL FINANCE		366,861	0	366,861	263,454.42	.00	103,406.58	71.8%
1410 ASSESSOR								
10141001 ASSESSOR PERSONNEL SERVICES								
<u>10141001 51001 SALARIES</u>		243,090	0	243,090	173,711.87	.00	69,378.13	71.5%

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ACCOUNTS FOR: 10	GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL ASSESSOR PERSONNEL SERVICES		243,090	0	243,090	173,711.87	.00	69,378.13	71.5%
10141002 ASSESSOR EXPENSES								
10141002	52100 CONTRACTUAL SERVICE	34,000	0	34,000	10,640.79	.00	23,359.21	31.3%
10141002	52101 PROFESSIONAL SERVICE	25,800	0	25,800	23,747.75	.00	2,052.25	92.0%*
10141002	52112 TRAINING & EDUCATIO	10,000	0	10,000	5,215.55	.00	4,784.45	52.2%
10141002	52113 TRAVEL	3,500	0	3,500	1,342.98	.00	2,157.02	38.4%
10141002	52114 DUES	1,500	0	1,500	1,301.00	.00	199.00	86.7%*
10141002	54100 SUPPLIES	3,000	0	3,000	1,220.83	.00	1,779.17	40.7%
TOTAL ASSESSOR EXPENSES		77,800	0	77,800	43,468.90	.00	34,331.10	55.9%
TOTAL ASSESSOR		320,890	0	320,890	217,180.77	.00	103,709.23	67.7%
1450 TREASURER								
10145001 TREASURER PERSONNEL SERVICES								
10145001	51001 SALARIES	196,650	0	196,650	169,069.71	.00	27,580.29	86.0%*
10145001	51140 OVERTIME	0	0	0	250.64	.00	-250.64	100.0%*
TOTAL TREASURER PERSONNEL SERVICES		196,650	0	196,650	169,320.35	.00	27,329.65	86.1%
10145002 TREASURER EXPENSES								
10145002	52100 CONTRACTUAL SERVICE	18,600	12,576	76,176	33,311.46	.00	42,864.54	43.7%
10145002	52112 TRAINING & EDUCATIO	2,600	0	2,600	145.00	.00	2,455.00	5.6%
10145002	52114 DUES	200	0	200	140.00	.00	60.00	70.0%
10145002	52129 BANKING/LOCKBOX SER	9,000	0	9,000	8,714.86	.00	285.14	96.8%*
10145002	54100 SUPPLIES	500	0	500	.00	.00	500.00	.0%
TOTAL TREASURER EXPENSES		30,900	12,576	88,476	42,311.32	.00	46,164.68	47.8%
TOTAL TREASURER		227,550	12,576	285,126	211,631.67	.00	73,494.33	74.2%
1510 LEGAL								
10151002 LEGAL EXPENSES								

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ACCOUNTS FOR: 10	GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<hr/>								
10151002	52108	LEGAL SERVICES	0	190,000	89,938.71	.00	100,061.29	47.3%
		TOTAL LEGAL EXPENSES	0	190,000	89,938.71	.00	100,061.29	47.3%
		TOTAL LEGAL	0	190,000	89,938.71	.00	100,061.29	47.3%
<hr/>								
1550 INFORMATION TECHNOLOGY								
<hr/>								
10155001 INFORMATION TECHNOLOGY P S								
<hr/>								
10155001	51001	SALARIES	0	83,842	60,347.63	.00	23,494.37	72.0%
		TOTAL INFORMATION TECHNOLOGY P S	0	83,842	60,347.63	.00	23,494.37	72.0%
<hr/>								
10155002 INFORMATION TECHNOLOGY EXP								
<hr/>								
10155002	52100	CONTRACTUAL SERVICE	0	256,484	180,930.29	2,440.00	73,113.71	71.5%
10155002	52112	TRAINING & EDUCATIO	0	7,000	314.00	.00	6,686.00	4.5%
10155002	54102	COMPUTER SUPPLIES	0	5,000	1,452.83	.00	3,547.17	29.1%
10155002	54500	SMALL EQUIPMENT	0	38,000	31,068.84	988.00	5,943.16	84.4%
		TOTAL INFORMATION TECHNOLOGY EXP	0	306,484	213,765.96	3,428.00	89,290.04	70.9%
		TOTAL INFORMATION TECHNOLOGY	0	390,326	274,113.59	3,428.00	112,784.41	71.1%
<hr/>								
1610 TOWN CLERK								
<hr/>								
10161001 TOWN CLERK PERSONNEL SERVICES								
<hr/>								
10161001	51001	SALARIES	0	121,988	85,568.14	.00	36,419.86	70.1%
10161001	51140	OVERTIME	0	0	355.74	.00	-355.74	100.0%*
		TOTAL TOWN CLERK PERSONNEL SERVICES	0	121,988	85,923.88	.00	36,064.12	70.4%
<hr/>								
10161002 TOWN CLERK EXPENSES								
<hr/>								
10161002	52100	CONTRACTUAL SERVICE	3,500	10,915	9,430.07	.00	1,484.93	86.4%*

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ACCOUNTS FOR: 10	GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
10161002	52112	TRAINING & EDUCATIO	2,800	0	2,800	1,493.56	.00	1,306.44	53.3%
10161002	54100	SUPPLIES	1,400	0	1,400	1,079.82	.00	320.18	77.1%*
TOTAL TOWN CLERK EXPENSES		11,615	3,500	15,115	12,003.45	.00	3,111.55	79.4%	
TOTAL TOWN CLERK		133,603	3,500	137,103	97,927.33	.00	39,175.67	71.4%	
1620 ELECTIONS									
10162001 ELECTIONS PERSONNEL SERVICES									
10162001	51001	SALARIES	24,328	0	24,328	14,014.44	.00	10,313.56	57.6%
TOTAL ELECTIONS PERSONNEL SERVICES		24,328	0	24,328	14,014.44	.00	10,313.56	57.6%	
10162002 ELECTIONS EXPENSES									
10162002	52100	CONTRACTUAL SERVICE	900	0	900	880.00	.00	20.00	97.8%*
10162002	54100	SUPPLIES	9,970	0	9,970	3,714.96	.00	6,255.04	37.3%
TOTAL ELECTIONS EXPENSES		10,870	0	10,870	4,594.96	.00	6,275.04	42.3%	
TOTAL ELECTIONS		35,198	0	35,198	18,609.40	.00	16,588.60	52.9%	
1630 REGISTRAR									
10163001 REGISTRAR PERSONNEL SERVICES									
10163001	51001	SALARIES	275	0	275	275.00	.00	.00	100.0%*
TOTAL REGISTRAR PERSONNEL SERVICES		275	0	275	275.00	.00	.00	100.0%	
10163002 REGISTRAR EXPENSES									
10163002	52100	CONTRACTUAL SERVICE	4,000	0	4,000	3,799.94	.00	200.06	95.0%*

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ACCOUNTS FOR: 10 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL REGISTRAR EXPENSES	4,000	0	4,000	3,799.94	.00	200.06	95.0%
TOTAL REGISTRAR	4,275	0	4,275	4,074.94	.00	200.06	95.3%
<hr/> 1710 CONSERVATION <hr/>							
10171001 CONSERVATION P S <hr/>							
10171001 51001 SALARIES	136,944	0	136,944	93,648.05	.00	43,295.95	68.4%
10171001 51140 OVERTIME	3,500	0	3,500	2,096.78	.00	1,403.22	59.9%
TOTAL CONSERVATION P S	140,444	0	140,444	95,744.83	.00	44,699.17	68.2%
<hr/> 10171002 CONSERVATION EXPENSES <hr/>							
10171002 52100 CONTRACTUAL SERVICE	22,000	0	22,000	4,640.00	.00	17,360.00	21.1%
10171002 52112 TRAINING & EDUCATIO	500	0	500	.00	.00	500.00	.0%
10171002 54100 SUPPLIES	7,400	0	7,400	2,053.39	.00	5,346.61	27.7%
TOTAL CONSERVATION EXPENSES	29,900	0	29,900	6,693.39	.00	23,206.61	22.4%
TOTAL CONSERVATION	170,344	0	170,344	102,438.22	.00	67,905.78	60.1%
<hr/> 1750 PLANNING <hr/>							
10175001 PLANNING PERSONNEL SERVICES <hr/>							
10175001 51001 SALARIES	105,990	0	105,990	74,427.33	.00	31,562.67	70.2%
TOTAL PLANNING PERSONNEL SERVICES	105,990	0	105,990	74,427.33	.00	31,562.67	70.2%
<hr/> 10175002 PLANNING EXPENSES <hr/>							
10175002 52100 CONTRACTUAL SERVICE	800	0	800	2,101.88	.00	-1,301.88	262.7%*

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ACCOUNTS FOR: 10	GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
10175002	52112	TRAINING & EDUCATIO	1,000	0	1,000	36.66	.00	963.34	3.7%
10175002	52113	TRAVEL	800	0	800	.00	.00	800.00	.0%
10175002	52114	DUES	400	0	400	.00	.00	400.00	.0%
10175002	54100	SUPPLIES	1,500	0	1,500	222.42	.00	1,277.58	14.8%
TOTAL PLANNING EXPENSES		4,500	0	4,500	2,360.96	.00	2,139.04	52.5%	
TOTAL PLANNING		110,490	0	110,490	76,788.29	.00	33,701.71	69.5%	
1770 SURVEYOR									
10177001 SURVEYOR PERSONNEL SERVICES									
10177001	51001	SALARIES	160,778	0	160,778	115,724.55	.00	45,053.45	72.0%
TOTAL SURVEYOR PERSONNEL SERVICES		160,778	0	160,778	115,724.55	.00	45,053.45	72.0%	
10177002 SURVEYOR EXPENSES									
10177002	52100	CONTRACTUAL SERVICE	18,000	0	18,000	9,361.50	.00	8,638.50	52.0%
10177002	52112	TRAINING & EDUCATIO	3,000	0	3,000	3,531.04	.00	-531.04	117.7%*
10177002	52116	EQUIPMENT REPAIRS &	1,800	0	1,800	482.32	.00	1,317.68	26.8%
10177002	54100	SUPPLIES	4,150	0	4,150	644.52	.00	3,505.48	15.5%
TOTAL SURVEYOR EXPENSES		26,950	0	26,950	14,019.38	.00	12,930.62	52.0%	
TOTAL SURVEYOR		187,728	0	187,728	129,743.93	.00	57,984.07	69.1%	
1918 FACILITIES UTILITIES									
10191802 FACILITIES UTILITIES									
10191802	53101	HEATING OIL	8,000	0	8,000	2,714.85	.00	5,285.15	33.9%
10191802	53102	NATURAL GAS	143,170	0	143,170	85,799.71	.00	57,370.29	59.9%
10191802	53103	ELECTRICITY	262,650	0	262,650	150,254.35	.00	112,395.65	57.2%
10191802	53104	TELEPHONE	88,580	0	88,580	47,164.81	.00	41,415.19	53.2%

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ACCOUNTS FOR: 10	GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10191802	53105 WATER CHARGES	39,000	0	39,000	6,418.97	.00	32,581.03	16.5%
10191802	53106 WASTEWATER CHARGES	26,265	0	26,265	18,488.15	.00	7,776.85	70.4%
	TOTAL FACILITIES UTILITIES	567,665	0	567,665	310,840.84	.00	256,824.16	54.8%
	TOTAL FACILITIES UTILITIES	567,665	0	567,665	310,840.84	.00	256,824.16	54.8%
1919 FACILITIES SUPPLIES								
10191902 FACILITES SUPPLIES								
10191902	54105 SUPPLIES-CUSTODIAL	21,000	0	21,000	10,769.30	2,500.00	7,730.70	63.2%
10191902	54111 VEHICLE GASOLINE	7,500	0	7,500	1,769.58	.00	5,730.42	23.6%
10191902	54500 SMALL EQUIPMENT	10,000	0	10,000	2,667.55	.00	7,332.45	26.7%
	TOTAL FACILITES SUPPLIES	38,500	0	38,500	15,206.43	2,500.00	20,793.57	46.0%
	TOTAL FACILITIES SUPPLIES	38,500	0	38,500	15,206.43	2,500.00	20,793.57	46.0%
1920 FACILITIES								
10192001 FACILITIES P S								
10192001	51001 SALARIES	261,192	0	261,192	178,113.31	.00	83,078.69	68.2%
10192001	51140 OVERTIME	12,000	0	12,000	3,830.65	.00	8,169.35	31.9%
	TOTAL FACILITIES P S	273,192	0	273,192	181,943.96	.00	91,248.04	66.6%
10192002 FACILITIES EXP								
10192002	52100 CONTRACTUAL SERVICE	61,602	0	61,602	45,059.00	10,388.73	6,154.27	90.0%*
10192002	52112 TRAINING & EDUCATIO	1,500	0	1,500	.00	.00	1,500.00	.0%
10192002	52113 TRAVEL	2,000	0	2,000	6.16	.00	1,993.84	.3%
10192002	52115 BUILDING REPAIRS/IM	65,000	0	65,000	38,546.04	13,668.73	12,785.23	80.3%
10192002	52117 VEHICLE REPAIRS	5,150	0	5,150	3,595.76	.00	1,554.24	69.8%
10192002	52121 DISPOSAL	16,000	0	16,000	11,207.17	3,784.82	1,008.01	93.7%*

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ACCOUNTS FOR: 10	GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10192002	52131	ELEVATOR REPAIR/SER	0	12,700	3,344.00	1,962.00	7,394.00	41.8%
10192002	52132	ELECTRICAL REPAIR/S	0	42,000	22,217.78	8,918.94	10,863.28	74.1%
10192002	52133	HVAC REPAIR/SERVICE	0	35,000	20,693.70	9,761.46	4,544.84	87.0%*
10192002	53102	NATURAL GAS	0	0	.00	.00	.00	.0%
10192002	53104	TELEPHONE	0	0	.00	.00	.00	.0%
10192002	53105	WATER CHARGES	0	0	.00	.00	.00	.0%
10192002	53106	WASTEWATER CHARGES	0	0	185.00	1,949.00	-2,134.00	100.0%*
10192002	54105	SUPPLIES-CUSTODIAL	0	0	5,435.66	.00	-5,435.66	100.0%*
10192002	54111	VEHICLE GASOLINE	0	0	220.10	.00	-220.10	100.0%*
TOTAL FACILITIES EXP		240,952	0	240,952	150,510.37	50,433.68	40,007.95	83.4%
TOTAL FACILITIES		514,144	0	514,144	332,454.33	50,433.68	131,255.99	74.5%
1940 MISC COMMITTEES								
10194002 MISC COMMITTEES								
10194002	52140	HISTORICAL COMMISSI	0	1,000	114.69	.00	885.31	11.5%
10194002	52141	SURFACE WATER QUALI	0	43,500	14,792.28	.00	28,707.72	34.0%
10194002	52142	HISTORIC DISTRICT C	0	275	.00	.00	275.00	.0%
10194002	52143	PUBLIC CEREMONIES	0	2,500	222.56	.00	2,277.44	8.9%
10194002	52144	375th CELEBRATION C	0	2,500	.00	.00	2,500.00	.0%
TOTAL MISC COMMITTEES		49,775	0	49,775	15,129.53	.00	34,645.47	30.4%
TOTAL MISC COMMITTEES		49,775	0	49,775	15,129.53	.00	34,645.47	30.4%
2100 POLICE								
10210001 POLICE PERSONNEL SERVICES								
10210001	51001	SALARIES	0	1,971,125	1,406,589.71	.00	564,535.29	71.4%
10210001	51140	OVERTIME	0	225,000	176,472.70	.00	48,527.30	78.4%*
TOTAL POLICE PERSONNEL SERVICES		2,196,125	0	2,196,125	1,583,062.41	.00	613,062.59	72.1%
10210002 POLICE EXPENSES								
10210002	52100	CONTRACTUAL SERVICE	0	32,400	27,196.79	.00	5,203.21	83.9%*

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ACCOUNTS FOR: 10	GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10210002	52111	5,250	0	5,250	4,099.00	.00	1,151.00	78.1%*
10210002	52112	25,000	0	25,000	27,985.58	.00	-2,985.58	111.9%*
10210002	52116	7,100	0	7,100	5,752.65	.00	1,347.35	81.0%*
10210002	52117	21,100	0	21,100	12,843.11	.00	8,256.89	60.9%
10210002	52127	40,000	0	40,000	14,526.61	.00	25,473.39	36.3%
10210002	52139	5,100	0	5,100	2,229.08	.00	2,870.92	43.7%
10210002	54100	15,000	0	15,000	8,967.22	.00	6,032.78	59.8%
10210002	54111	64,000	0	64,000	32,879.76	.00	31,120.24	51.4%
10210002	54115	29,000	0	29,000	17,115.38	.00	11,884.62	59.0%
10210002	54500	1,000	0	1,000	.00	.00	1,000.00	.0%
10210002	54503	90,000	0	90,000	92,221.65	.00	-2,221.65	102.5%*
TOTAL POLICE EXPENSES		334,950	0	334,950	245,816.83	.00	89,133.17	73.4%
TOTAL POLICE		2,531,075	0	2,531,075	1,828,879.24	.00	702,195.76	72.3%
2110 JOINT COMMUNICATIONS CENTER								
10211001 JCC PERSONNEL SERVICES								
10211001	51001	396,650	0	396,650	283,365.41	.00	113,284.59	71.4%
10211001	51140	76,000	0	76,000	38,720.34	.00	37,279.66	50.9%
TOTAL JCC PERSONNEL SERVICES		472,650	0	472,650	322,085.75	.00	150,564.25	68.1%
10211002 JCC EXPENSES								
10211002	52100	8,000	0	8,000	8,652.50	.00	-652.50	108.2%*
10211002	52112	1,000	0	1,000	2,436.45	.00	-1,436.45	243.6%*
10211002	52116	2,600	0	2,600	3,961.98	.00	-1,361.98	152.4%*
10211002	53104	10,000	0	10,000	7,713.77	.00	2,286.23	77.1%*
10211002	54100	2,500	0	2,500	1,316.18	.00	1,183.82	52.6%
10211002	54115	3,000	0	3,000	1,742.17	.00	1,257.83	58.1%
TOTAL JCC EXPENSES		27,100	0	27,100	25,823.05	.00	1,276.95	95.3%
TOTAL JOINT COMMUNICATIONS CENTER		499,750	0	499,750	347,908.80	.00	151,841.20	69.6%
2120 EMERGENCY MANAGEMENT								
10212002 EMERGENCY MANAGEMENT EXP								

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ACCOUNTS FOR: 10	GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10212002	52100	CONTRACTUAL SERVICE	10,000	0	10,000	9,412.00	.00	588.00 94.1%*
10212002	52112	TRAINING & EDUCATIO	6,000	0	6,000	2,763.89	.00	3,236.11 46.1%
10212002	54100	SUPPLIES	7,000	0	7,000	6,205.20	.00	794.80 88.6%*
		TOTAL EMERGENCY MANAGEMENT EXP	23,000	0	23,000	18,381.09	.00	4,618.91 79.9%
		TOTAL EMERGENCY MANAGEMENT	23,000	0	23,000	18,381.09	.00	4,618.91 79.9%
2130 DOG OFFICER								
10213002 DOG OFFICER EXPENSES								
10213002	52100	CONTRACTUAL SERVICE	21,500	0	21,500	15,921.00	.00	5,579.00 74.1%
10213002	54100	SUPPLIES	1	0	1	.00	.00	1.00 .0%
		TOTAL DOG OFFICER EXPENSES	21,501	0	21,501	15,921.00	.00	5,580.00 74.0%
		TOTAL DOG OFFICER	21,501	0	21,501	15,921.00	.00	5,580.00 74.0%
2200 FIRE								
10220001 FIRE PERSONNEL SERVICES								
10220001	51001	SALARIES	1,966,164	0	1,966,164	1,342,972.82	.00	623,191.18 68.3%
10220001	51128	ALS SALARY	75,000	0	75,000	17,456.72	.00	57,543.28 23.3%
10220001	51140	OVERTIME	270,000	0	270,000	174,286.29	.00	95,713.71 64.6%
		TOTAL FIRE PERSONNEL SERVICES	2,311,164	0	2,311,164	1,534,715.83	.00	776,448.17 66.4%
10220002 FIRE EXPENSES								
10220002	52100	CONTRACTUAL SERVICE	33,000	0	33,000	18,602.20	5,000.00	9,397.80 71.5%
10220002	52111	PHYSICALS	4,000	0	4,000	274.00	.00	3,726.00 6.9%
10220002	52112	TRAINING & EDUCATIO	8,000	0	8,000	5,677.00	.00	2,323.00 71.0%
10220002	52118	EQUIPMENT RENTAL	500	0	500	.00	.00	500.00 .0%

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ACCOUNTS FOR: 10	GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10220002	52171	PARAMEDIC TRAINING	0	10,000	.00	.00	10,000.00	.0%
10220002	54110	VEHICLE PARTS	0	15,000	9,786.72	.00	5,213.28	65.2%
10220002	54111	VEHICLE GASOLINE	0	30,000	17,938.62	.00	12,061.38	59.8%
10220002	54115	UNIFORMS	0	26,000	19,806.00	.00	6,194.00	76.2%*
10220002	54118	OFFICE SUPPLIES	0	4,000	1,664.70	.00	2,335.30	41.6%
10220002	54119	MEDICAL SUPPLIES	0	32,000	21,969.62	.00	10,030.38	68.7%
10220002	54122	OUTSIDE VEHICLE REP	0	26,745	19,288.51	.00	7,456.49	72.1%
10220002	54123	MISCELLANEOUS	0	2,000	3,450.89	.00	-1,450.89	172.5%*
10220002	54500	SMALL EQUIPMENT	0	20,000	9,265.63	.00	10,734.37	46.3%
10220002	54501	FIRE ALARM EQUIPMEN	0	8,000	3,340.26	.00	4,659.74	41.8%
TOTAL FIRE EXPENSES		219,245	0	219,245	131,064.15	5,000.00	83,180.85	62.1%
TOTAL FIRE		2,530,409	0	2,530,409	1,665,779.98	5,000.00	859,629.02	66.0%
2410 BUILDING & ZONING								
10241001 BUILDING & ZONING P S								
10241001	51001	SALARIES	0	279,717	196,417.91	.00	83,299.09	70.2%
10241001	51140	OVERTIME	0	5,600	2,986.80	.00	2,613.20	53.3%
TOTAL BUILDING & ZONING P S		285,317	0	285,317	199,404.71	.00	85,912.29	69.9%
10241002 BUILDING & ZONING EXPENSES								
10241002	52100	CONTRACTUAL SERVICE	0	4,200	794.06	.00	3,405.94	18.9%
10241002	52112	TRAINING & EDUCATIO	0	2,825	1,606.35	.00	1,218.65	56.9%
10241002	52113	TRAVEL	0	4,700	2,513.33	.00	2,186.67	53.5%
10241002	52114	DUES	0	775	285.00	.00	490.00	36.8%
10241002	52117	VEHICLE REPAIRS	0	1,500	.00	.00	1,500.00	.0%
10241002	54100	SUPPLIES	0	500	342.01	.00	157.99	68.4%
10241002	54111	VEHICLE GASOLINE	0	1	.00	.00	1.00	.0%
TOTAL BUILDING & ZONING EXPENSES		14,501	0	14,501	5,540.75	.00	8,960.25	38.2%
TOTAL BUILDING & ZONING		299,818	0	299,818	204,945.46	.00	94,872.54	68.4%
3200 MINUTEMAN REGIONAL SCHOOL								
10320002 MINUTEMAN REGIONAL SCH EXP								

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ACCOUNTS FOR: 10	GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10320002	52100 CONTRACTUAL SERVICE	199,833	0	203,026	152,267.00	.00	50,759.00	75.0%
	TOTAL MINUTEMAN REGIONAL SCH EXP	199,833	0	203,026	152,267.00	.00	50,759.00	75.0%
	TOTAL MINUTEMAN REGIONAL SCHOOL	199,833	0	203,026	152,267.00	.00	50,759.00	75.0%
<hr/>								
4220 HIGHWAY								
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10422001 HIGHWAY PERSONNEL SERVICES								
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10422001	51001 SALARIES	920,591	7,936	928,527	610,981.64	.00	317,545.27	65.8%
10422001	51140 OVERTIME	16,000	0	16,000	13,600.64	.00	2,399.36	85.0%*
	TOTAL HIGHWAY PERSONNEL SERVICES	936,591	7,936	944,527	624,582.28	.00	319,944.63	66.1%
<hr/>								
10422002 HIGHWAY EXPENSES								
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10422002	52116 EQUIPMENT REPAIRS &	77,000	0	77,000	57,416.40	.00	19,583.60	74.6%
10422002	52119 MAINTENANCE OF ROAD	57,700	0	57,700	38,174.64	.00	19,525.36	66.2%
10422002	52120 CATCH BASIN CLEANIN	22,000	0	22,000	.00	.00	22,000.00	.0%
10422002	52128 ROAD RESURFACING	50,000	0	50,000	13,680.00	.00	36,320.00	27.4%
10422002	54100 SUPPLIES	0	0	0	.00	.00	.00	.0%
10422002	54115 UNIFORMS	0	0	0	.00	.00	.00	.0%
	TOTAL HIGHWAY EXPENSES	206,700	0	206,700	109,271.04	.00	97,428.96	52.9%
	TOTAL HIGHWAY	1,143,291	7,936	1,151,227	733,853.32	.00	417,373.59	63.7%
<hr/>								
4222 HIGHWAY SUPPLIES								
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10422202 HIGHWAY SUPPLIES								
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10422202	54100 SUPPLIES	5,800	0	5,800	3,110.11	.00	2,689.89	53.6%
10422202	54111 VEHICLE GASOLINE	45,000	0	45,000	22,588.05	.00	22,411.95	50.2%
10422202	54115 UNIFORMS	13,000	0	13,000	6,274.89	.00	6,725.11	48.3%

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ACCOUNTS FOR: 10 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10422202 54500 SMALL EQUIPMENT	11,000	0	11,000	7,376.37	.00	3,623.63	67.1%
TOTAL HIGHWAY SUPPLIES	74,800	0	74,800	39,349.42	.00	35,450.58	52.6%
TOTAL HIGHWAY SUPPLIES	74,800	0	74,800	39,349.42	.00	35,450.58	52.6%
4230 SNOW REMOVAL							
10423001 SNOW REMOVAL P S							
10423001 51140 OVERTIME	125,000	0	225,000	224,404.13	.00	595.87	99.7%*
TOTAL SNOW REMOVAL P S	125,000	0	225,000	224,404.13	.00	595.87	99.7%
10423002 SNOW REMOVAL EXPENSES							
10423002 52100 CONTRACTUAL SERVICE	75,000	0	495,000	234,362.05	.00	260,637.95	47.3%
10423002 52117 VEHICLE REPAIRS	35,000	0	35,000	62,586.28	10,745.00	-38,331.28	209.5%*
10423002 54111 VEHICLE GASOLINE	35,000	0	35,000	48,628.18	.00	-13,628.18	138.9%*
10423002 54117 SALT/SAND	180,000	0	180,000	224,212.52	47,454.24	-91,666.76	150.9%*
TOTAL SNOW REMOVAL EXPENSES	325,000	0	745,000	569,789.03	58,199.24	117,011.73	84.3%
TOTAL SNOW REMOVAL	450,000	0	970,000	794,193.16	58,199.24	117,607.60	87.9%
4940 TRANSFER STATION							
10494002 TF STATION EXPENSES							
10494002 52101 PROFESSIONAL SERVIC	25,000	0	25,000	13,404.89	16,295.11	-4,700.00	118.8%*
10494002 52135 LEACHATE DISPOSAL	40,000	0	40,000	673.20	.00	39,326.80	1.7%
TOTAL TF STATION EXPENSES	65,000	0	65,000	14,078.09	16,295.11	34,626.80	46.7%
TOTAL TRANSFER STATION	65,000	0	65,000	14,078.09	16,295.11	34,626.80	46.7%
5110 BOARD OF HEALTH							
10511001 BOARD OF HEALTH P S							

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ACCOUNTS FOR: 10	GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
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10511001	51001 SALARIES	287,945	0	287,945	171,881.45	.00	116,063.55	59.7%
10511001	51125 SCHOOL NURSE WAGES	284,273	0	284,273	161,218.01	.00	123,054.99	56.7%
10511001	51126 SUB SCHOOL NURSE WA	21,000	0	21,000	33,601.68	.00	-12,601.68	160.0%*
10511001	51140 OVERTIME	4,200	0	4,200	1,974.93	.00	2,225.07	47.0%
TOTAL BOARD OF HEALTH P S		597,418	0	597,418	368,676.07	.00	228,741.93	61.7%
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10511002 BOARD OF HEALTH EXPENSES								
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10511002	52100 CONTRACTUAL SERVICE	12,540	0	12,540	8,705.00	3,700.00	135.00	98.9%*
10511002	52101 PROFESSIONAL SERVIC	2,000	0	4,500	1,260.00	.00	3,240.00	28.0%
10511002	52104 FOOD INSPECTOR	11,350	0	11,350	9,475.00	725.00	1,150.00	89.9%*
10511002	52105 SCH MENTAL HEALTH S	59,310	0	59,310	44,482.50	14,827.50	.00	100.0%*
10511002	52109 MOSQUITO CONTROL	34,146	0	34,146	22,953.55	.00	11,192.45	67.2%
10511002	52112 TRAINING & EDUCATIO	5,700	0	5,700	1,655.00	.00	4,045.00	29.0%
10511002	52117 VEHICLE REPAIRS	1,600	0	1,600	509.57	.00	1,090.43	31.8%
10511002	52124 HAZARDOUS WASTE DAY	15,000	0	15,000	6,799.34	.00	8,200.66	45.3%
10511002	52137 OTHER FRINGE BENEFI	1,400	0	1,400	406.80	.00	993.20	29.1%
10511002	52157 GROUND WATER MONITO	2,455	0	2,455	.00	.00	2,455.00	.0%
10511002	52178 FLOOR DRAIN	3,000	0	3,000	80.00	.00	2,920.00	2.7%
10511002	52179 HEALTH NUISANCE EXP	15,000	0	12,500	415.00	.00	12,085.00	3.3%
10511002	54100 SUPPLIES	4,000	0	4,000	1,404.40	.00	2,595.60	35.1%
10511002	54109 NURSE EXPENSE	8,340	0	8,340	2,193.39	.00	6,146.61	26.3%
10511002	54111 VEHICLE GASOLINE	1,200	0	1,200	509.93	.00	690.07	42.5%
TOTAL BOARD OF HEALTH EXPENSES		177,041	0	177,041	100,849.48	19,252.50	56,939.02	67.8%
TOTAL BOARD OF HEALTH		774,459	0	774,459	469,525.55	19,252.50	285,680.95	63.1%
<hr/>								
5430 VETERANS SERVICES								
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10543002 VETERANS SERVICES EXPENSES								
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10543002	52100 CONTRACTUAL SERVICE	30,200	0	32,200	30,200.00	.00	2,000.00	93.8%*
10543002	52185 VET BENEFITS	5,000	0	5,000	5,000.00	.00	.00	100.0%*
10543002	54100 SUPPLIES	6,000	0	6,000	3,243.60	.00	2,756.40	54.1%
TOTAL VETERANS SERVICES EXPENSES		41,200	0	43,200	38,443.60	.00	4,756.40	89.0%
TOTAL VETERANS SERVICES		41,200	0	43,200	38,443.60	.00	4,756.40	89.0%

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ACCOUNTS FOR: 10	GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
5460 C.O.A.								
10546001 C.O.A. PERSONNEL SERVICES								
<u>10546001</u>	<u>51001</u>	<u>SALARIES</u>						
		167,188	0	167,188	120,779.51	.00	46,408.49	72.2%
<u>10546001</u>	<u>51140</u>	<u>OVERTIME</u>						
		200	0	200	.00	.00	200.00	.0%
TOTAL C.O.A. PERSONNEL SERVICES		167,388	0	167,388	120,779.51	.00	46,608.49	72.2%
10546002 C.O.A. EXPENSES								
<u>10546002</u>	<u>52100</u>	<u>CONTRACTUAL SERVICE</u>						
		6,500	0	6,500	4,980.53	.00	1,519.47	76.6%*
<u>10546002</u>	<u>52136</u>	<u>TRANSPORTATION</u>						
		15,200	0	15,200	11,256.55	.00	3,943.45	74.1%
<u>10546002</u>	<u>52149</u>	<u>TAX WORKOFF PROGRAM</u>						
		25,000	0	25,000	8,500.00	.00	16,500.00	34.0%
<u>10546002</u>	<u>54121</u>	<u>POSTAGE</u>						
		6,800	0	6,800	3,322.18	.00	3,477.82	48.9%
<u>10546002</u>	<u>54500</u>	<u>SMALL EQUIPMENT</u>						
		2,000	0	2,000	1,408.67	.00	591.33	70.4%
TOTAL C.O.A. EXPENSES		55,500	0	55,500	29,467.93	.00	26,032.07	53.1%
TOTAL C.O.A.		222,888	0	222,888	150,247.44	.00	72,640.56	67.4%
5470 YOUTH SERVICES								
10547001 YOUTH SERVICES P S								
<u>10547001</u>	<u>51001</u>	<u>SALARIES</u>						
		159,653	0	159,653	114,834.21	.00	44,818.79	71.9%
TOTAL YOUTH SERVICES P S		159,653	0	159,653	114,834.21	.00	44,818.79	71.9%
10547002 YOUTH SERVICES EXPENSES								
<u>10547002</u>	<u>52100</u>	<u>CONTRACTUAL SERVICE</u>						
		850	0	850	376.06	.00	473.94	44.2%
<u>10547002</u>	<u>52112</u>	<u>TRAINING & EDUCATIO</u>						
		2,000	0	2,000	1,037.00	.00	963.00	51.9%
<u>10547002</u>	<u>54100</u>	<u>SUPPLIES</u>						
		1,225	0	1,225	305.14	.00	919.86	24.9%

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ACCOUNTS FOR: 10	GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
	TOTAL YOUTH SERVICES EXPENSES	4,075	0	4,075	1,718.20	.00	2,356.80	42.2%
	TOTAL YOUTH SERVICES	163,728	0	163,728	116,552.41	.00	47,175.59	71.2%
<hr/>								
5480 WAYLAND CARES								
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10548001 WAYLAND CARES								
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	10548001 51001 SALARIES	88,400	-8,600	79,800	2,450.00	.00	77,350.00	3.1%
	TOTAL WAYLAND CARES	88,400	-8,600	79,800	2,450.00	.00	77,350.00	3.1%
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10548002 WAYLAND CARES								
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	10548002 52100 CONTRACTUAL SERVICE	0	4,000	4,000	200.00	.00	3,800.00	5.0%
	10548002 52112 TRAINING & EDUCATIO	0	4,300	4,300	25.00	.00	4,275.00	.6%
	10548002 54100 SUPPLIES	0	300	300	.00	.00	300.00	.0%
	TOTAL WAYLAND CARES	0	8,600	8,600	225.00	.00	8,375.00	2.6%
	TOTAL WAYLAND CARES	88,400	0	88,400	2,675.00	.00	85,725.00	3.0%
<hr/>								
6120 LIBRARY								
<hr/>								
10612001 LIBRARY PERSONNEL SERVICES								
<hr/>								
	10612001 51001 SALARIES	762,000	0	762,000	553,723.27	.00	208,276.73	72.7%
	10612001 51140 OVERTIME	3,000	0	3,000	3,218.66	.00	-218.66	107.3%*
	TOTAL LIBRARY PERSONNEL SERVICES	765,000	0	765,000	556,941.93	.00	208,058.07	72.8%
<hr/>								
10612002 LIBRARY EXPENSES								
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	10612002 52100 CONTRACTUAL SERVICE	40,000	0	40,000	35,829.05	1,847.12	2,323.83	94.2%*

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ACCOUNTS FOR: 10	GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
10612002	52112	TRAINING & EDUCATIO	3,500	0	3,500	1,202.66	.00	2,297.34	34.4%
10612002	52116	EQUIPMENT REPAIRS &	2,200	0	2,200	23.16	.00	2,176.84	1.1%
10612002	54100	SUPPLIES	7,500	0	7,500	4,660.11	.00	2,839.89	62.1%
10612002	54108	BOOKS/MATERIALS	160,100	0	160,100	119,230.52	27,549.77	13,319.71	91.7%*
10612002	54500	SMALL EQUIPMENT	5,000	0	5,000	3,356.64	1,643.36	.00	100.0%*
TOTAL LIBRARY EXPENSES		218,300	0	218,300	164,302.14	31,040.25	22,957.61	89.5%	
TOTAL LIBRARY		983,300	0	983,300	721,244.07	31,040.25	231,015.68	76.5%	
6510 PARKS									
10651001 PARKS PERSONAL SERVICES									
10651001	51001	SALARIES	378,195	3,973	382,168	349,473.17	.00	32,695.24	91.4%*
10651001	51140	OVERTIME	25,000	0	25,000	20,321.67	.00	4,678.33	81.3%*
TOTAL PARKS PERSONAL SERVICES		403,195	3,973	407,168	369,794.84	.00	37,373.57	90.8%	
10651002 PARKS EXPENSES									
10651002	52100	CONTRACTUAL SERVICE	50,000	0	50,000	11,417.00	12,799.00	25,784.00	48.4%
10651002	52114	DUES	500	0	500	725.00	.00	-225.00	145.0%*
10651002	52116	EQUIPMENT REPAIRS &	40,000	0	40,000	26,426.92	.00	13,573.08	66.1%
10651002	52181	TREE REPLACEMENT	10,000	0	10,000	.00	.00	10,000.00	.0%
TOTAL PARKS EXPENSES		100,500	0	100,500	38,568.92	12,799.00	49,132.08	51.1%	
TOTAL PARKS		503,695	3,973	507,668	408,363.76	12,799.00	86,505.65	83.0%	
6512 PARKS SUPPLIES									
10651202 PARKS SUPPLIES									
10651202	54100	SUPPLIES	4,500	0	4,500	2,865.13	.00	1,634.87	63.7%
10651202	54106	LANDSCAPE MATERIALS	40,000	0	40,000	19,379.58	.00	20,620.42	48.4%

04/15/2015 13:14
bkeveny

TOWN OF WAYLAND
YEAR-TO-DATE BUDGET REPORT

PG 19
glyttdbud

FOR 2015 09

ACCOUNTS FOR: 10	GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10651202	54107	SUPPLIES-PARKS/RECR	0	0	15,994.39	.00	-15,994.39	100.0%*
10651202	54111	VEHICLE GASOLINE	42,000	42,000	18,536.55	.00	23,463.45	44.1%
10651202	54115	UNIFORMS	8,000	8,000	2,958.12	.00	5,041.88	37.0%
10651202	54500	SMALL EQUIPMENT	3,000	3,000	1,866.86	.00	1,133.14	62.2%
		TOTAL PARKS SUPPLIES	97,500	97,500	61,600.63	.00	35,899.37	63.2%
		TOTAL PARKS SUPPLIES	97,500	97,500	61,600.63	.00	35,899.37	63.2%
6520 RECREATION								
10652001 RECREATION P.S.								
10652001	51001	SALARIES	228,719	196,719	110,103.15	.00	86,615.85	56.0%
10652001	51218	FRINGE BENEFITS-IND	91,645	91,645	.00	.00	91,645.00	.0%
		TOTAL RECREATION P.S.	320,364	288,364	110,103.15	.00	178,260.85	38.2%
		TOTAL RECREATION	320,364	288,364	110,103.15	.00	178,260.85	38.2%
7110 DEBT								
10711002 DEBT EXPENSES								
10711002	59100	LONG TERM DEBT-PRIN	5,158,501	5,158,501	5,071,050.00	.00	87,451.00	98.3%*
10711002	59150	LONG TERM DEBT-INTE	2,515,557	2,515,557	2,574,066.06	.00	-58,509.06	102.3%*
10711002	59160	INT ON TEMPORARY LO	115,000	115,000	61,708.25	.00	53,291.75	53.7%
		TOTAL DEBT EXPENSES	7,789,058	7,789,058	7,706,824.31	.00	82,233.69	98.9%
		TOTAL DEBT	7,789,058	7,789,058	7,706,824.31	.00	82,233.69	98.9%
8200 STATE ASSESSMENTS & CHARGES								
10820000 STATE ASSESSMENTS EXP								
10820000	56101	AIR POLLUTION	5,392	5,392	3,147.00	.00	2,245.00	58.4%

04/15/2015 13:14
bkeveny

TOWN OF WAYLAND
YEAR-TO-DATE BUDGET REPORT

PG 20
glytdbud

FOR 2015 09

ACCOUNTS FOR: 10	GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
10820000	56102	METRO AREA PLANNING	4,305	2,338	6,643	3,553.00	.00	3,090.00	53.5%
10820000	56103	RMV NON-RENEWAL	4,700	0	4,700	2,744.00	.00	1,956.00	58.4%
10820000	56104	MBTA	66,355	3	66,358	38,710.00	.00	27,648.00	58.3%
10820000	56106	SCHOOL CHOICE ASSES	16,662	2,070	18,732	8,206.00	.00	10,526.00	43.8%
10820000	56107	CHARTER SCHOOL ASSE	14,832	-14,832	0	-401.00	.00	401.00	100.0%
10820000	56108	REGIONAL TRANSIT AU	20,287	0	20,287	11,837.00	.00	8,450.00	58.3%
TOTAL STATE ASSESSMENTS EXP		132,533	-10,421	122,112	67,796.00	.00	54,316.00	55.5%	
TOTAL STATE ASSESSMENTS & CHARGES		132,533	-10,421	122,112	67,796.00	.00	54,316.00	55.5%	
9110 RETIREMENT ASSESSMENT									
10911002 RETIREMENT ASSESSMENT P S									
10911002	51965	RETIREMENT ASSESSME	3,740,468	0	3,740,468	3,740,468.00	.00	.00	100.0%*
TOTAL RETIREMENT ASSESSMENT P S		3,740,468	0	3,740,468	3,740,468.00	.00	.00	100.0%	
TOTAL RETIREMENT ASSESSMENT		3,740,468	0	3,740,468	3,740,468.00	.00	.00	100.0%	
9450 UNCLASSIFIED									
10945002 UNCLASSIFIED EXPENSES									
10945002	51901	INSURANCE GENERAL	615,000	0	600,000	571,108.46	.00	28,891.54	95.2%*
10945002	51903	INSURANCE 32B	6,339,710	0	6,339,710	5,024,422.65	9,450.00	1,305,837.35	79.4%*
10945002	51907	MEDICARE	560,000	0	560,000	368,837.35	.00	191,162.65	65.9%
10945002	51908	UNEMPLOYMENT	125,000	0	60,000	29,065.00	.00	30,935.00	48.4%
10945002	51909	NON-CONTRIBUTORY RE	19,000	0	19,000	14,051.64	.00	4,948.36	74.0%
10945002	51910	POLICE/FIRE DISABIL	15,000	0	15,000	2,826.75	.00	12,173.25	18.8%
10945002	51912	RESERVE FOR SAL ADJ	300,000	-11,909	288,091	.00	.00	288,090.68	.0%
10945002	51916	OCCUPATIONAL HEALTH	8,000	0	8,000	847.78	.00	7,152.22	10.6%
10945002	51920	RETIREMENT/BUYBACK	53,000	0	33,000	.00	.00	33,000.00	.0%
10945002	52138	TOWN MEETING	90,000	0	90,000	11,450.19	50,000.00	28,549.81	68.3%
10945002	53109	STREET LIGHTING	130,000	0	130,000	86,331.59	.00	43,668.41	66.4%
10945002	54598	RESERVE FUND	325,000	-16,076	308,924	.00	.00	308,924.00	.0%
TOTAL UNCLASSIFIED EXPENSES		8,579,710	-27,985	8,451,725	6,108,941.41	59,450.00	2,283,333.27	73.0%	
TOTAL UNCLASSIFIED		8,579,710	-27,985	8,451,725	6,108,941.41	59,450.00	2,283,333.27	73.0%	

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TOWN OF WAYLAND
YEAR-TO-DATE BUDGET REPORT

PG 21
glytdbud

FOR 2015 09

ACCOUNTS FOR: 10	GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
9910 TRANSFER TO OTHER FUNDS								
10991000 TRANSFER TO OTHER FUNDS								
<u>10991000</u>	<u>59711</u>	<u>OVERLAY TAX RECAP</u>	950,000	-471	949,529	.00	949,529.00	.0%
<u>10991000</u>	<u>59740</u>	<u>TRANSFERS TO CAPITA</u>	160,000	0	160,000	286,131.17	.00	-126,131.17 178.8%*
<u>10991000</u>	<u>59741</u>	<u>TRANSFERS TO CAPITA</u>	415,000	0	415,000	415,000.00	.00	.00 100.0%*
<u>10991000</u>	<u>59783</u>	<u>TRANSFERS TO TRUST</u>	249,094	0	249,094	249,094.00	.00	.00 100.0%*
TOTAL TRANSFER TO OTHER FUNDS			1,774,094	-471	1,773,623	950,225.17	.00	823,397.83 53.6%
TOTAL TRANSFER TO OTHER FUNDS			1,774,094	-471	1,773,623	950,225.17	.00	823,397.83 53.6%
TOTAL GENERAL FUND			36,865,137	-10,892	37,377,438	29,070,570.94	258,397.78	8,048,469.28 78.5%
TOTAL EXPENSES			36,865,137	-10,892	37,377,438	29,070,570.94	258,397.78	8,048,469.28

04/15/2015 13:14
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TOWN OF WAYLAND
YEAR-TO-DATE BUDGET REPORT

PG 22
glytdbud

FOR 2015 09

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	36,865,137	-10,892	37,377,438	29,070,570.94	258,397.78	8,048,469.28	78.5%
** END OF REPORT - Generated by Brian Keveny **							

REPORT OPTIONS

Sequence	Field #	Total	Page Break
Sequence 1	1	Y	Y
Sequence 2	3	Y	N
Sequence 3	9	Y	N
Sequence 4	0	N	N

Report title:
YEAR-TO-DATE BUDGET REPORT

Includes accounts exceeding 0% of budget.

Print totals only: N

Print Full or Short description: F

Print full GL account: N

Format type: 1

Double space: N

Suppress zero bal accts: Y

Include requisition amount: N

Print Revenues-Version headings: N

Print revenue as credit: Y

Print revenue budgets as zero: N

Include Fund Balance: N

Print journal detail: N

From Yr/Per: 2015/ 9

To Yr/Per: 2015/ 9

Include budget entries: Y

Incl encumb/liq entries: Y

Sort by JE # or PO #: J

Detail format option: 1

Include additional JE comments: N

Sort/Total Budget Rollup: N

Multiyear view: D

Amounts/totals exceed 999 million dollars: N

Year/Period: 2015/ 9

Print MTD Version: N

Roll projects to object: N

Carry forward code: 2

Find Criteria

Field Name	Field Value
Fund	10
Function	
Department	<>3100
Loc/TN Bud	
Sch Dept	
Category	
DOE Function	
Character code	
Org	
Object	
Project	
Account type	Expense

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bkeveny

TOWN OF WAYLAND
YEAR-TO-DATE BUDGET REPORT

PG 24
glytdbud

REPORT OPTIONS

Account status



TOWN OF WAYLAND

41 COCHITUATE ROAD
WAYLAND, MASSACHUSETTS 01778

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

BOARD OF SELECTMEN

LEA T. ANDERSON
MARY M. ANTES
ANTHONY V. BOSCHETTO
CHERRY C. KARLSON
JOSEPH F. NOLAN

BOARD OF SELECTMEN
Tuesday, April 21, 2015
Wayland Town Building
Selectmen's Meeting Room
CONSENT CALENDAR

1. Vote the Question of Approving and Signing the Weekly Payroll and Expense Warrants
2. Vote the Question of Approving the Placement of Temporary Signs for the Wayland Garden Club Annual Plant Sale, at the Weston Border on Route 20/Old Connecticut Path, the Intersection of Route 20 and Route 27, the Intersection of Old Connecticut Path and Route 27, and in Front of the Cochituate Fire Station, from April 25-May 2, 2015
3. Vote the Question of Approving the Placement of Temporary Signs for the Youth Fishing Derby to Benefit Vernon Cancer Center, at the Weston Border on Route 20/Old Connecticut Path, the Intersection of Route 20 and Route 27, the Intersection of Old Connecticut Path and Route 27, and in Front of the Cochituate Fire Station, from April 22-25, 2015

DiNapoli, MaryAnn

From: Jennifer Koeller <jmaryk0330@gmail.com>
Sent: Wednesday, April 15, 2015 12:23 PM
To: DiNapoli, MaryAnn
Subject: RE: Wayland Garden Club Signage

That is perfect! Are there any size restrictions? Our signs are 3' by 5'. We're having them made now, so I can make them smaller.

From: DiNapoli, MaryAnn [mailto:MDiNapoli@wayland.ma.us]
Sent: Wednesday, April 15, 2015 12:10 PM
To: Jennifer Koeller
Subject: RE: Wayland Garden Club Signage

Hi Jennifer. Nice work, you spelled my name right, first time!

There are four places in town you can post signs: Below the permanent signs at Station Two in Cochituate, Old Connecticut Path and Cochituate Road (Five Paths), by the Coach Grill off Route 20, and Town Center (corner of Route 27 and Route 20). You can place the signs for one week.

So if you like, I can request the four locations from April 25-May 2, 2015. The next meeting of the Board is April 21, so I could let you know April 22 if it was approved.

Will that work for you?

MaryAnn

From: Jennifer Koeller [mailto:jmaryk0330@gmail.com]
Sent: Wednesday, April 15, 2015 10:29 AM
To: DiNapoli, MaryAnn
Subject: Wayland Garden Club Signage

Hi Mary Ann,

Forgive the spelling of your name if it's incorrect. I've not seen it written!

Thank you for the return call. The Wayland Garden Club is having its annual Plant Sale on Saturday, May 2 from 11-3 and we'd like to have some signs at intersections around town. Can you please let me know the procedure for making that happen?

Thank you so much for your time!

Jennifer Koeller
Treasurer, Wayland Garden Club
jmaryk0330@gmail.com
617-834-0665

DiNapoli, MaryAnn

From: Tom Antonellis <tomantonellis@verizon.net>
Sent: Monday, April 13, 2015 6:55 PM
To: DiNapoli, MaryAnn
Subject: Re: Sandwich Boards for Derby

anything is great, can you let me know asap when approved thanks

Tom

From: [DiNapoli, MaryAnn](#)
Sent: Monday, April 13, 2015 6:45 PM
To: [Tom Antonellis](#)
Subject: RE: Sandwich Boards for Derby

Hi Tom. The Board of Selectmen can give you permission to place signs for ONE WEEK in four locations: Below the permanent signs at Station Two in Cochituate, Old Connecticut Path and Cochituate Road (Five Paths), by the Coach Grill off Route 20, and Town Center (the corner of Route 20 and Route 27).

You may request any or all of the four locations. Unfortunately, the next meeting of the Board isn't until April 21, so you would only get permission from April 22-25. Will that work for you?

Let me know, thank you!

MaryAnn

From: Tom Antonellis [<mailto:tomantonellis@verizon.net>]
Sent: Monday, April 13, 2015 6:41 PM
To: DiNapoli, MaryAnn
Subject: Fw: Sandwich Boards for Derby

Good Day MaryAnn

Tom Antonellis here

I am the person that organizes the Wayland Youth Fishing Derby for 16 years now.

Recently we have changed the Derby date to be on a school vacation weekend

I have approval to put my 3 sandwich boards out for the week at the 3 primary schools, with the students gone for that week it does not get much viewing. Is it possible to put one of the boards at the Cochituate location for the week prior to the Derby, I think I will leave claypit and happy Hallow as there is more foot traffic by the street at the schools and fields

Please advise if this is ok.. See our flyer a attached and please see our new web site this year, only took 16 years to get .

Thanks



YOUTH FISHING DERBY

April 25, 2015

Mill Pond, Wayland

8:00 AM to 10:00 AM

ORGANIZED & SPONSORED BY

CARPENTRY by TOM ANTONELLIS

WITH SUPPORT FROM MANY LOCAL BUSINESSES

RAIN OR SHINE, THE FISH DON'T CARE IF IT RAINS

WWW.WAYLANDFISHINGDERBY.COM

- *WAYLAND YOUTH FISHING DERBY IS OPEN TO ALL WAYLAND CHILDREN TO GRADE 8
- *NO ENTRY FEE TO FISH
- *BRING YOUR OWN GEAR AND BAIT
- *THE POND IS STOCKED WITH MANY TROUT INCLUDING TWO "SPECIAL FISH"
- *COFFEE, DONUTS, HOT COCOA AND MORE
- *RAFFLE FOR ADULTS AND CHILDREN
- *RIBBONS FOR ALL CHILDREN

ALL PROCEEDS FROM THE CONCESSION WILL BE DONATED TO

**VERNON CANCER CENTER
NEWTON WELLESLEY HOSPITAL**



TOWN OF WAYLAND

41 COCHITUATE ROAD
WAYLAND, MASSACHUSETTS 01778

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

BOARD OF SELECTMEN

LEA T. ANDERSON
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CHERRY C. KARLSON
JOSEPH F. NOLAN

REVISED LIST OF PUBLIC DOCUMENTS PROVIDED TO THE BOARD OF SELECTMEN FROM MARCH 27 2015, THROUGH AND INCLUDING APRIL 16, 2015, OTHERWISE NOT LISTED AND INCLUDED IN THE CORRESPONDENCE PACKET FOR APRIL 21, 2015

Items Distributed To the Board of Selectmen – March 27-April 16, 2015

1. Email of 4/9/15 to Board of Selectmen re: John Dyer Request for Information on Article 25

Items Distributed for Information and Use by the Board of Selectmen at the Meeting of April 6, 2015

1. Letter of 4/6/15 from Town Counsel Mark Lanza to Jeffrey L. Roelofs, Esq., re: David Bernstein et al v. Wayland Planning Board

Items Included as Part of Agenda Packet for Discussion During the April 21, 2015 Board of Selectmen's Meeting

1. Selectmen's Policy and Procedures, Officer and Meetings
2. Current Portfolio Assignments, Board of Selectmen
3. Calendar of Suggested Meeting Dates for 2015
4. Memorandum of 4/21/15 from Nan Balmer, Town Administrator to Board of Selectmen re: Letter from Board of Selectmen to Minuteman Regarding Town Meeting Vote to Withdraw
5. Charge of the Council on Aging/Community Center Advisory Committee
6. Memorandum of 4/16/15 from John Senchyshyn, Assistant Town Administrator/Human Resources Director, re: Attached Amended Charge of the Permanent Municipal Building Committee
7. Draft Open Session Minutes of January 5, 2015, January 12, 2015, February 3, 2015, February 10, 2015, February 17, 2015, February 23, 2015, March 2, 2015, March 16, 2015, March 23, 2015, March 30, 2015, April 6, 2015, April 7, 2015, April 8, 2015, April 13, 2015
8. Report of the Town Administrator for the Week Ending April 17, 2015



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

TOWN OF WAYLAND

41 COCHITUATE ROAD
WAYLAND, MASSACHUSETTS 01778

BOARD OF SELECTMEN

LEA T. ANDERSON
MARY M. ANTES
ANTHONY V. BOSCHETTO
CHERRY C. KARLSON
JOSEPH F. NOLAN

BOARD OF SELECTMEN Tuesday, April 21, 2015 Wayland Town Building Selectmen's Meeting Room

CORRESPONDENCE

Selectmen

1. Public Comment, Annual Town Meeting
2. Memorandum of 4/7/15 from Beth R. Klein, Town Clerk, to Board of Selectmen, re: Resignation of Nancy Boyle from the Economic Development Committee
3. Letter of 4/7/15 from Eversource Energy to Board of Selectmen re: Petition and Plan for Sears Road
4. Letter of 4/10/15 from Attorney Jeffrey L. Roelofs re: Notice of Default of Judgment on Count II of Plaintiffs' Amended Complaint in Bernstein et al v. Wayland Planning Board
5. Memorandum of 4/13/15 from Beth R. Klein, Town Clerk, to Board of Selectmen, re: Resignation of E. Michael Thomas from Zoning Board of Appeals
6. Monthly Report, Police Department, March 2015

Conservation Commission

7. Order of Conditions and Chapter 194 Permit, 4/13/15, from Brian Monahan, Conservation Administrator, re: 107 Dudley Road
8. Order of Conditions and Chapter 194 Permit, 4/14/15, from Brian Monahan, Conservation Administrator, re: 1 Winthrop Terrace

Minutes

9. Board of Public Works, March 24, 2015, March 30, 2015

Region

10. Invitation to the Grand Opening of the MWRTA Operations and Maintenance Facility, July 17, 2015, Framingham

State

11. Letter of 4/9/15 from Office of the Governor re: Chapter 90 Local Transportation Aid Funding for Fiscal Year 2016
12. Letter of 4/14/15 from Office of the Attorney General re: Open Meeting Law Complaint of April 13, 2015

Balmer, Nan

From: Gordon Cliff <gordoncliff59@gmail.com>
Sent: Tuesday, April 14, 2015 6:18 AM
To: Cherry Karlson
Cc: Balmer, Nan
Subject: Public Comment

Cherry/Nan,

Can you please include this as a public comment at the next Board of Selectman meeting

As the Town's primary elected public officials, I find it very disappointing that the Board of Selectmen was not able to take a position on most of the articles in time to have that information included in the Town Warrant. I find it equally or more disappointing that apparently the BoS had taken votes a number of the articles after the printed warrant deadline but failed to share the outcome of your vote during the discussion at ATM.

Gordon Cliff
Highfields Road



TOWN OF WAYLAND

MASSACHUSETTS

01778

TOWN CLERK

Beth R. Klein

bklein@wayland.ma.us

ASSISTANT TOWN CLERK

Diane M. Gorham

dgorham@wayland.ma.us

TOWN BUILDING
41 COCHITUATE ROAD

TEL: 508-358-3630

508-358-3631

www.wayland.ma.us

RECEIVED

APR - 7 2015

Board of Selectmen
Town of Wayland

Date: April 7, 2015
To: Board of Selectmen
From: Beth R. Klein, Town Clerk
RE: Resignation of Appointed Official

Please be informed that the attached letter of resignation was received in the Town Clerk's Office effective April 7, 2015:

Nancy Boyle Economic Development Committee
Term Expires: 6/30/15

Pursuant to Chapter 41: Section 109. No resignation of a town or district officer shall be deemed effective unless and until such resignation is filed with the town clerk or district clerk.

cc: Nan Balmer, Town Administrator
Rebecca Mattson Stanizzi, Chair

2

Nancy Boyle
15 Parmenter Rd
Wayland, MA 01778

March 25, 2015

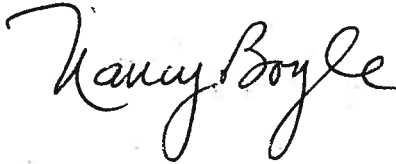
Attn: Chairman, Board of Selectman, Town of Wayland

Dear Chairman,

I am writing to inform you that I will resign from the EDC Committee effective this month. Due to responsibilities in my life I am no longer able to give EDC the time it deserves.

I do appreciate the opportunity you gave me to serve. The experience was enriching for me, particularly in working with the excellent leadership and members of this committee.

Thank you,



Nancy Boyle

Cc: Town Clerk

RECEIVED
TOWN OF WAYLAND
TOWN CLERK
2015 APR -6 PM 1:28

April 7, 2015

RECEIVED

APR 13 2015

Board of Selectmen
Wayland Town Hall
41 Cochituate Road
Wayland, Ma. 011778

**Board of Selectmen
Town of Wayland**

RE: Sears Road,
Wayland, Ma.
W.O #2052473

(Hearing Required)

The enclosed petition and plan is being presented by the EVERSOURCE ENERGY Company for the purpose of obtaining a Grant of Location to one new J.O. Pole 218/11A on Sears Road.

This work is necessary to reduce span distance so the wires can be raised

If you have any further questions, contact Christine Cosby phone # (508) 305-6989.

Very truly your

William D. Lemos
Rights & Permits Supervisor

William D Lemos

WDL/cf
Attachments

PETITION OF NSTAR ELECTRIC COMPANY dba EVERSOURCE ENERGY AND OTHER COMPANIES FOR JOINT OR IDENTICAL LOCATIONS FOR POLES

To the Board of Selectmen of the Town of Wayland, Massachusetts:

Respectfully represent **NSTAR ELECTRIC COMPANY** and **VERIZON NEW ENGLAND, INC.** companies subject to Chapter 166 of the General Laws (Ter.Ed.), that they desire to construct a line upon, along and across the public way or ways hereinafter specified.

WHEREFORE, your petitioners pray that after due notice and hearing as provided by law the **Board of Selectmen** may by Order grant your petitioners joint or identical locations for the erection or construction of poles, to be owned and used in common by them, and for such other fixtures including anchors and guys as may be necessary to sustain or protect the wires of the line, said poles to be located, substantially as shown on the plans made by **A. Debenedictis** revised plan dated March 16, 2015 and filled herewith, upon along and across the following public way or ways of said town:

Sears Road – Easterly side approximately 1,226 feet south of Squirrel Hill Road

Install one (1) 218/11A

WO# 2052473

Also for permission to lay and maintain underground laterals, cables and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as each of said petitioners may desire for distributing purposes. Your petitioners agree to reserve space for one Crossarm at a suitable point upon each of said poles for the telephone, fire and police signal wires owned by the town and used for municipal purposes.

**NSTAR ELECTRIC COMPANY
dba EVERSOURCE ENERGY**

By: William D. Lemos
William D. Lemos
Rights and Permits, Supervisor

VERIZON NEW ENGLAND INC.

By: [Signature]

Dated this _____ day of _____ 2015

Town of Wayland, Massachusetts

Received and filed _____ 2015

**ORDER FOR JOINT OR IDENTICAL LOCATIONS FOR POLES
Town of Wayland, Massachusetts**

WHEREAS, NSTAR ELECTRIC COMPANY dba EVERSOURCE ENERGY and VERIZON NEW ENGLAND, INC. have petitioned for joint or identical locations for the erection or construction of poles to be owned and used in common by them upon, along and across the public way or ways of the town hereinafter specified, and notice has been given and a hearing held on said petition as provided by law.

It is ORDERED that NSTAR ELECTRIC COMPANY dba EVERSOURCE ENERGY and VERIZON NEW ENGLAND, INC. be and hereby are granted joint or identical locations for the erection or construction of poles, to be owned and used in common by them, and for such other fixtures including anchors and guys as may be necessary to sustain or protect the wires of the line upon, along and across the following public way or ways of said town:

Sears Road - Easterly side approximately 1,226 feet south of Squirrel Hill Road

Install One (1) J.O. Pole 218/11A

Hearing Required

W)# 2052473

All construction work under this Order shall be in accordance with the following conditions: Poles shall be of sound timber and located as shown on plans made by A. DeBenedictis revised plan dated March 16, 2015 on file with said petition. There may be attached to said poles by said NSTAR ELECTRIC COMPANY dba EVERSOURCE ENERGY and by said VERIZON NEW ENGLAND, INC. wires and cables necessary for the conduct of their business. All such wires and cables shall be placed at a height of not less than eighteen feet from the ground at crossings of other ways and at not less than fourteen feet from the ground elsewhere

_____ Selectmen of
the town of
Wayland

CERTIFICATE

We hereby certify that the foregoing Order was adopted after due notice and a public hearing as prescribed by Section 22 of Chapter 166 of the General Laws (Ter.Ed.), and any additions thereto or amendments thereof, to wit: after written notice of the time and place of the hearing mailed at least seven days prior to the date of the hearing by the Selectmen to all owners of real estate abutting upon that part of the way or ways upon, along or across which the line is to be constructed under said Order, as determined by the last preceding assessment for taxation, and a public hearing held at _____ in said town on _____ day of _____, 2015 at _____ P.M.

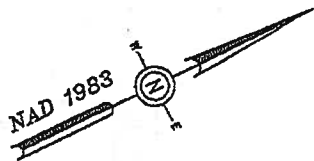
_____ Selectmen of
the town of
Wayland

CERTIFICATE

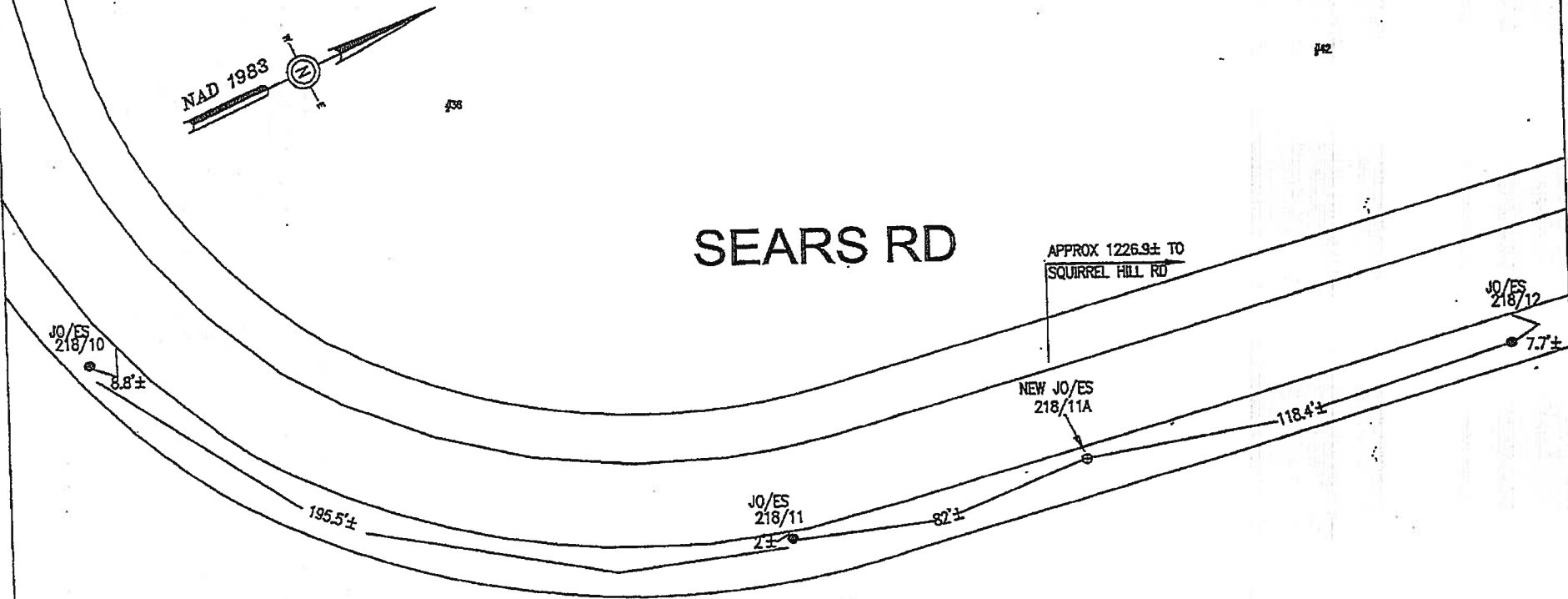
I hereby certify that the foregoing are true copies of the Order of the Board of Selectmen of the town of Wayland Massachusetts, duly adopted on the _____ day of _____ 2015, and recorded with records of location Orders said town, Book _____, Page _____ and of the certificate of notice of hearing thereon required by Section 22 of Chapter 166 of the General Laws (Ter.Ed.), and any additions thereto or amendments thereof, as the same appear of record.

Attest: _____
Clerk of the Town of **Wayland**, Massachusetts

S:\SHARED\CIMAGE\BASELINS\WAY\SEARSRAA.dwg



SEARS RD



NOTES:

NO SURVEY WAS PERFORMED DUE TO HEAVY SNOW COVER AND BAD WINTERY CONDITIONS AT THE TIME. ALL LOCATIONS ARE BASED FROM RECORD PLANS AND ARE APPROXIMATE.



BY YOUR USE OF THE INFORMATION CONTAINED IN THIS MAP, YOU AGREE THAT NO WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, IS GIVEN WITH RESPECT TO THE INFORMATION. NEITHER NSTAR ELECTRIC COMPANY, NSTAR GAS COMPANY NOR ITS PARENTS, AFFILIATES, OFFICERS, DIRECTORS, SHAREHOLDERS, EMPLOYEES OR AGENTS (COLLECTIVELY THE "NSTAR ENTITIES") SHALL BE LIABLE FOR ANY LOSS OR INJURY CAUSED IN WHOLE OR IN PART BY USE OF THIS INFORMATION OR IN RELIANCE UPON IT, TO THE MAXIMUM EXTENT ALLOWED BY LAW, YOU AGREE BY YOUR ACCEPTANCE OF THE INFORMATION TO RELEASE, INDEMNIFY AND HOLD THE NSTAR ENTITIES HARMLESS FROM ANY SUCH LOSS OR INJURY.

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Proposed pole locations shown thus	⊕	#
Pole locations to be abandoned, shown thus	○	Ward #
Proposed Anchor Guy shown thus	T	Work Order # 2052473
Proposed Hip Guy shown thus	T±	Surveyed by: N/A
Proposed Underground location shown thus	—	Research by: JM
Proposed Push Brace shown thus	⊕	Plotted by: L.MERCURY
Existing Pole location shown thus	●	Proposed Structures: MA
		Approved: A DEBENEDICTIS
		P#

NSTAR EVERSOURCE
ELECTRIC d/b/a
 1168 MASSACHUSETTS AVE, DORCHESTER, MASS. 02125

Plan of SEARS RD	
WAYLAND	
Showing PROPOSED POLE LOCATION	
Scale 1"=40'	Date MARCH 12, 2015
SHEET 1 OF 1	REVISED: MARCH 16, 2015

JEFFREY L. ROELOFS, P.C.

ENVIRONMENTAL AND LAND USE LAW

Newburyport

RECEIVED

APR 13 2015

**Board of Selectmen
Town of Wayland**

Jeffrey L. Roelofs
30 Green Street
Newburyport, MA 01950

Office 978-462-7600
Cell 978-376-1396
Fax 978-462-7610
jlr@roelofslaw.com
www.roelofslaw.com

April 10, 2015

By Certified Mail,
RRR # 70123460000204885383
Wayland Town Clerk
Wayland Town Hall
41 Cochituate Road
Wayland, Massachusetts 01778

By Certified Mail,
RRR # 70123460000204885390
Frederic Turkington, Town Administrator
Wayland Town Hall
41 Cochituate Road
Wayland, Massachusetts 01778

By Certified Mail,
RRR # 70123460000204885406
Nan Balmer, Town Administrator
Wayland Town Hall
41 Cochituate Road
Wayland, Massachusetts 01778

Re: **Notice of Default of Judgment on Count II of Plaintiffs' Amended Complaint in Bernstein, et al. v. Wayland Planning Board, et al., Middlesex Superior Court Civil Action Number 08-0552**

Dear Ms. Klein, Ms. Balmer and Mr. Turkington:

This Notice of Default is provided on behalf of Jeffrey and Jill Porter and David and Kathleen Bernstein ("Plaintiffs") pursuant to Sections II(B) and (D) of the Judgment on Count II of the Plaintiffs' Amended Complaint issued in the above-referenced civil action (the "Judgment"). A copy of the Judgment is included as Exhibit 1 hereto.

The Town of Wayland has breached the Judgment as follows:

- (1) Delaying installation of the Tier III Speed Tables until the week of July 13, 2014. As discussed in Plaintiff's previous Notice of Default dated August 27, 2014 (Exhibit 2 hereto), those speed tables should have been installed on or about April 1, 2014. That breach was unjustified and delayed implementation of the post-deployment monitoring and turn restriction measures required by Section I(G)(4).
- (2) Failing to implement the "Permanent Turn Prohibitions and Physical Restrictions, Glezen Lane – Route 27" as specified in Section I(G)(4) of the Judgment, which include (i) turn prohibitions at all times and (ii) installation of specified physical turn restrictions. The Town has acknowledged that data collected after installation of the Tier III Speed Tables triggered the requirement to implement these measures

(reflecting the significant and continuing increase in the volume of traffic on Glezen Lane since opening of the Wayland Town Center Project).

(3) Failing to provide the police patrols required by Section I(F)(8) of the Judgment.

(4) Failing to support the Judgment, including:

- Failing to “exercise good faith” to anticipate, prevent and minimize “to the greatest extent possible” delays in the implementation of the required mitigation measures. Section I(H) (second para.).
- Failing to “defend against” efforts by “any person or entity ... seeking to prevent Wayland’s performance under [the] Judgment.” Section II(C).
- Failing to “take all steps necessary ... to otherwise secure performance of Wayland’s obligations set forth in [the] judgment.” Section II(C)).
- Failing to “cooperate and to act in good faith to achieve the terms and objectives of [the] Judgment,” Section II(F), by, among other things,
 - The Board of Selectmen submitting an unnecessary Town Meeting Article for funding of the remaining mitigation measure (contrary to prior practice relating to Wayland Town Center mitigation) and then failing to support that Article in the face of a favorable recommendation from the Town’s Finance Committee; and
 - The Police Chief’s repeated criticism of the police patrol and turn restriction provisions of the judgment. See, for example, the highlighted “Arguments Opposed” section of 2015 Annual Town Meeting Warrant, Article 15, as included in Exhibit 3 hereto.

(5) Seeking to modify the Judgment without the required consent of all Plaintiffs – instead serving a motion on Plaintiffs’ counsel that seeks a court order modifying the Judgment. The Town’s tactic is in direct conflict with Section II(G) of the Judgment, which provides that “[the] Judgment may not be modified except pursuant to a written amendment executed ... by all Plaintiffs who still reside in Wayland at the time any such amendment is executed.”

The mitigation measures and other provisions specified in the Judgment were the result of a negotiated settlement with Plaintiffs based on recommendations by the Town’s own consultant. All parties, including the Town, “agreed that the measures set forth in this Judgment are warranted and appropriate to address through traffic on Glezen Lane . . . and are consistent with valid municipal planning purposes to promote public health, safety, and welfare in the Glezen Lane area of Wayland.” Judgment, Para. 5 (p. 2).

The Town of Wayland has no basis for believing that its inaction with respect to the traffic mitigation measures specified in Sections I(G)(4) and I(H) of the Judgment would not constitute a breach of the Judgment. It was the Town of Wayland, not the Plaintiffs, that insisted on the elongated schedule for the implementation of the traffic mitigation measures specified in the Judgment. It is long past the time for the Town of Wayland's implementation of the remaining mitigation measures.

We hope that the Town of Wayland will comply with the Judgment and timely complete the remaining traffic mitigation measure so that further proceedings and the costs relating to them will be unnecessary. Should the Town continue to breach the Judgment, including by failing to timely implement the "Permanent Turn Prohibitions and Physical Restrictions, Glezen Lane – Route 27" specified in Section I(G)(4) and by failing to withdraw its motion for a Court order modifying the Judgment, Plaintiffs will "institute proceedings to enforce this Judgment and to compel specific performance," pursuant to Section II(B).

Moreover, pursuant to Section II(B) of the Judgment, Plaintiffs will recover from the Town all attorney fees and costs incurred by Plaintiffs in connection with their enforcement of the Judgment – including all fees and costs incurred by Plaintiffs to oppose the Town's recently served motion to modify the Judgment.

Of course, Plaintiffs are hopeful that the Town will decide to implement the required mitigation measures and to otherwise comply with the Judgment so that all parties can avoid unnecessary legal fees and costs.

Sincerely,



Jeffrey L. Roelofs

Enclosure (Exhibits 1 - 3)

cc: Mark J. Lanza, Town Counsel (By Certified Mail, RRR # 70123460000204885413)
Patricia A. Cantor, Special Counsel (By Certified Mail, RRR # 70123460000204885420)
Jeffrey Porter (by email)
David Bernstein (by email)

4

COMMONWEALTH OF MASSACHUSETTS

MIDDLESEX, SS.

SUPERIOR COURT
C.A. NO. 08-0552

DAVID BERNSTEIN, KATHLEEN BERNSTEIN, JEFFREY PORTER, JILL PORTER, SUSAN REED, WILLIAM PETRI, ARLENE PETRI, TIMOTHY MARSTERS, L. HOWARD HARTLEY, MARCIA ANNE HARTLEY, RICHARD MIKELS, DEBORAH MIKELS, and MICHAEL BATE,

Plaintiffs

v.

WAYLAND PLANNING BOARD, WILLIAM STEINBERG, ALBERT I. MONTAGUE, JR., DANIEL MESNICK, KEVIN MURPHY, and LYNNE DUNBRACK, as members of the Wayland Planning Board, ANETTE LEWIS, as an associate member of the Wayland Planning Board, TOWN OF WAYLAND, WAYLAND BOARD OF SELECTMEN, WAYLAND BOARD OF ROAD COMMISSIONERS, and TWENTY WAYLAND, LLC,

Defendants

JUDGMENT ON COUNT II OF
PLAINTIFFS' AMENDED COMPLAINT

The above-captioned matter having come before the Court on the Agreement for Judgment on Count II of the Amended Complaint ("Agreement for Judgment") by the Plaintiffs David Bernstein, Kathleen Bernstein, Jeffrey Porter, Jill Porter, Susan Reed, William Petri, Arlene Petri, Timothy Marsters, L. Howard Hartley, Marcia Anne Hartley, Richard Mikels, Deborah Mikels, and Michael Bate ("Plaintiffs"), and the Defendant Town of Wayland, by and through its Board of Selectmen and Board of Road Commissioners (collectively, "Wayland"), it is hereby ordered, judged and decreed that final Judgment be entered on Count II of Plaintiffs'

Amended Complaint on the following terms and conditions, and that Count I be dismissed.

Whereas,

1. Twenty Wayland, LLC ("20 Wayland") has proposed to develop a large mixed-use project known as the Wayland Town Center Project, consisting of 372,500 square feet of commercial, residential and municipal building space and related infrastructure on an approximately 56-acre parcel situated within Wayland's town center (the "Town Center Project").

2. The Wayland Planning Board ("Planning Board"), in a decision filed with the Wayland Town Clerk on January 18, 2008 and amended on January 23, 2008, granted a master special permit, other special permits, site plan approval and waivers to Twenty Wayland, LLC for its Project ("Planning Board Decision").

3. On February 6, 2008, Plaintiffs filed a one-count complaint appealing the Planning Board Decision under G.L. c. 40A, § 17, naming the Planning Board and 20 Wayland as defendants ("Count I"). Simultaneously with filing of the Agreement for Judgment, the Plaintiffs filed an Amended Complaint adding the Town of Wayland, Wayland Board of Selectmen and Wayland Board of Road Commissioners (collectively "Wayland") as defendants and adding Count II, a declaratory judgment claim against Wayland ("Count II"). The defendants consented to the filing of the Amended Complaint without admitting or agreeing with the factual or legal assertions contained in the Amended Complaint.

4. All parties to this action have stipulated to the dismissal of Count I, subject to issuance of this Judgment. The Plaintiffs and Wayland (the "Parties"), who are the only parties who are named in Count II, have agreed to entry of this Judgment on Count II simultaneous with the dismissal of Count I.

5. The Parties have agreed that the measures set forth in this Judgment are warranted and appropriate to address through traffic on Glezen Lane in the Town of Wayland generated by the Town Center Project, and are consistent with valid municipal planning purposes to promote public health, safety, and welfare in the Glezen Lane area of Wayland.

6. The Parties therefore, intending to be legally bound, have agreed to the immediate entry of this Judgment on Count II.

IT IS HEREBY ORDERED, ADJUDGED AND DECREED AS FOLLOWS:

I. TRAFFIC MONITORING AND MITIGATION

A. Overview

The traffic mitigation provisions set forth in this Judgment consist generally of (1) traffic monitoring and analysis requirements, (2) initial traffic mitigation measures to be implemented in an effort to control traffic speeds and volumes on Glezen Lane, and (3) additional traffic mitigation measures if and when triggered by certain measured traffic volumes in excess of the Maxima outlined below.

B. Maxima – Triggering Implementation of Additional Mitigation Measures

An increase in the volume of traffic on Glezen Lane exceeding the following traffic volume Maxima will result in the implementation of the mitigation measures specified below (except as otherwise expressly provided or modified below with respect to any particular measure):

<u>Time Period</u>	<u>Maximum</u>
Weekdays 6:00 a.m. - 9:00 a.m.	five percent (5%) over the Baseline Traffic Volume
Weekdays 9:00 a.m. - 4:00 p.m.	thirty-five percent (35%) over the Baseline Traffic Volume
Weekdays 4:00 p.m. - 7:00 p.m.	five percent (5%) over the Baseline Traffic Volume
Saturdays and Sundays	thirty-five percent (35%) over the Baseline Traffic Volume

C. Baseline Traffic Volumes and 1% Annual Adjustment

The existing Baseline Traffic Volume for each weekday time period specified in Section I(B) shall be based on data to be collected by Wayland (or its consultant) on Glezen Lane west of Concord Road during the following periods: September 22-26, 2008, October 20-24, 2008, and October 27-31, 2008. The average of the data collected during those periods for each weekday time period specified above shall constitute the existing Baseline Traffic Volume for that time period. If during any of those periods, an event occurs that materially affects customary traffic patterns on Glezen Lane, substitute data shall be collected during an alternative period mutually agreed to by the Parties, unless the Parties agree otherwise.

Within 30 days after completion of the weekday traffic counts specified above, Wayland shall provide notice to the Plaintiffs, as provided in Section I.K, of the weekday data collected by Wayland (or its consultant) during the above time periods in 2008. The Parties agree that method of data collection during the above time periods in 2008 may be the same as the method used to collect the weekend data in 2006. The Parties shall cooperate in good faith to resolve any disputes regarding the data collected during the above time periods in 2008.

The existing Baseline Traffic Volume for each Saturday and Sunday are based on data collected by Vanesse & Associates, Inc. during June 3-4, 2006, and are as follows:

Saturday: 599 (based on June 3, 2006 data)

Sunday: 450 (based on June 4, 2006 data)

Each Baseline Traffic Volume will be adjusted upward by one percent (1%) per annum commencing on the date that is one year after the date that the existing Baseline Traffic Volume figures are established for the weekday periods.

D. Traffic Monitoring and Monitoring Period

Wayland shall install a fixed traffic monitoring device near the western terminus of Glezen Lane east of the junction with Old Sudbury Road (Route 27) to collect data relative to traffic volumes for weekdays between 6:00 a.m. and 7:00 p.m. and 24 hours on Saturday and Sunday. Wayland shall commence said traffic monitoring no later than the date any retail floor space at the Town Center Project is first operated and shall continue monitoring until the later of (i) implementation of the last mitigation measure set forth in this Judgment, or (ii) four consecutive 13-Week Monitoring Periods (as defined below), occurring after 90% occupancy of the retail floor space at the Town Center Project, during which none of the Maxima specified herein are exceeded (such period referred to hereafter as the "Monitoring Period"). First operation of retail floor space shall mean the first date that retail floor space in the Town Center Project is open to the public for business. The Monitoring Period shall be extended or recommenced in the event Wayland is permitted under this Judgment to remove, and does remove, any previously-implemented mitigation measure, as provided for below, and shall continue as specified above in the event of any such removals pursuant to the second sentence of this paragraph.

E. Data Review and Calculations for Determining if Maxima Are Exceeded and Additional Mitigation Measures Triggered

After each week during the Monitoring Period, Wayland (or its consultant) shall collect and document traffic volume data collected for each day of the preceding week and determine and document the average traffic volume for the three (3) preceding calendar weeks for the following time periods:

Weekdays:	6:00 a.m. - 9:00 a.m.
	9:00 a.m. - 4:00 p.m.
	4:00 p.m. - 7:00 p.m.

Saturdays and Sundays:	24 hours
------------------------	----------

Each week, a new three-week rolling average for each time period shall be calculated by including data for the new week and dropping data for the first week of the prior three week period.

The three-week rolling averages will be evaluated over 13-week reporting periods ("13-Week Reporting Period"). The first 13-Week Reporting Period will consist of the first 13 calendar weeks following commencement of the Monitoring Period. Wayland (or its consultant) shall review the 13 previous three-week rolling averages for each weekday and weekend time period specified above within each 13-Week Reporting Period, and shall prepare a written report within twenty (20) days after each 13-Week Reporting Period, documenting the results of that review. The written report shall include the traffic data collected during the Reporting Period, shall be substantially in the form attached hereto as Exhibit 1, and shall be provided to the Plaintiffs' representative designated in Section I(K). A Maximum specified in Section I(B) or I(G)(4) shall be deemed exceeded for purposes of triggering Wayland's obligation to implement the next specified mitigation measure if at least four (4) of the 13 three-week rolling averages during that 13-Week Reporting Period exceed the specified Maximum.

Traffic data collected during the following three Excluded Periods shall not be utilized in the above-referenced calculations:

1. Calendar weeks, beginning on a Sunday, in which short-term road construction projects or weather-related detours materially affect customary traffic patterns on Glezen Lane, not to exceed a total of ten (10) weeks in any 52-week period.
2. The holiday shopping period beginning on the Sunday prior to Thanksgiving through the first Saturday in January.
3. The eight (8) full calendar weeks following the date on which any retail floor space is first operated in the Town Center Project.

The three-week rolling average shall exclude data collected during any such Excluded Period. The first three-week rolling average after the Excluded Period shall include data from the two calendar weeks immediately preceding the Excluded Period and the first calendar week after the Excluded Period. The second three-week rolling average after the Excluded Period shall include data from the calendar week before the Excluded Period and the two calendar weeks after the Excluded Period. A 13-Week Reporting Period will span more than 13 calendar weeks in the event of any intervening Excluded Period.

The three-week rolling averages and the 13-Week Reporting Period evaluations and reports shall be restarted after deployment of each new traffic mitigation measure specified below, beginning with the fifth full calendar week after deployment of each measure (to allow time for the effects of that particular measure to be realized).

F. Initial Traffic Mitigation Measures

No later than fourteen (14) calendar days prior to issuance of an occupancy permit for any retail floor space at the Town Center Project, Wayland shall complete and maintain the mitigation measures specified in subparagraphs (4), (5) and (6) below, continue if not achieved the mitigation measures specified in subparagraphs (1) and (2), and maintain the mitigation measures specified in subparagraphs (3), (7) and (8):

1. 25-Mile-Per-Hour Speed Limit: Wayland shall continue to diligently pursue imposition of a consistent 25 MPH speed limit on Glezen Lane (request pending at MassHighway, District 3 office).
2. Truck Restriction: Wayland shall continue to diligently pursue imposition of a truck restriction on Glezen Lane (request pending at MassHighway, District 3 office).
3. Route 126/Route 27 Intersection Improvements: The road improvements and signalization of the Route 126 and Route 27 intersection generally described in the February 15, 2008 Final Environmental Impact Report for the Town Center Project, as such improvements and signalization are approved by MassHighway, shall be completed prior to issuance of any building permit for the Town Center Project and shall thereafter be maintained by Wayland.
4. Tier I Speed Tables: Wayland shall install or cause to have installed and maintain three year-round speed tables pursuant to the specifications set forth in Exhibit 2 hereto at the following locations on Glezen Lane (as further identified in Exhibit 3 hereto):
 - a. in front of 14 Glezen Lane
 - b. in front of 44 Glezen Lane
 - c. in front of 88 Glezen Lane
5. “No Access to Town Center Signs”: Wayland shall install or cause to have installed and maintain signs that say, with 6-inch letter: “[appropriate street reference] No Access to Town Center, Use Route 126 South [with arrow if space available]” at the following locations:
 - a. Route 126 southbound at Moore Road
 - b. Route 126 southbound at Glezen Lane
 - c. Glezen Lane westbound at the east side of the intersection at Route 126
 - d. Training Field Road westbound at the west side of the intersection at Route 126
 - e. Moore Road southbound at intersection with Glezen Lane

If the name of the Town Center Project is changed or a more effective reference to the Project is identified, the signs shall be updated to reference the new name/reference – with any such revision being subject to Plaintiffs’ prior approval, which shall not be unreasonably withheld.

6. Signs at Access Road/Route 27: Wayland shall install or cause to have installed directional signs at the east end of the access road through the Town Center Project at the intersection with Route 27 directing all traffic seeking to use Route 126 northbound or southbound to turn right to access the traffic signal at the Route 126/27 intersection.
7. Weekend 11-6 Turn Prohibitions, Glezen Lane – Route 27: Wayland shall prohibit left-turns from Glezen Lane westbound onto Route 27 southbound and

prohibit right-turns from Route 27 northbound onto Glezen Lane eastbound on Saturdays and Sundays 11:00 a.m. to 6:00 p.m.

8. Police Patrols: Wayland shall provide directed police patrols to target speed enforcement and compliance with turn-restrictions implemented pursuant to this Judgment at least four (4) times per calendar month during any of the following periods
 - a. weekends 11:00 a.m. - 6:00 p.m. (to be expanded to 9:00 a.m. - 6:00 p.m. if additional mitigation measure 3, below, is triggered)
 - b. weekdays 6:00 a.m. - 7:00 p.m.

The Plaintiffs acknowledge that extraordinary emergency circumstances could prevent Wayland from complying with the provisions of this paragraph. In the event such circumstances occur, Wayland shall not be in breach of this Judgment.

G. Additional Traffic Mitigation Measures As May Be Triggered By Maxima Being Exceeded

If during a 13-Week Reporting Period traffic volumes exceed any of the specified traffic volume Maxima, Wayland shall also complete and maintain the traffic mitigation measures specified below in the sequence specified below.

1. Tier II Speed Tables: Install and maintain three additional year-round speed tables pursuant to the specifications set forth in Exhibit 2 hereto at the following locations on Glezen Lane (as further identified in Exhibit 3 hereto) -- if any weekday or weekend Maximum specified in Section I(B) is exceeded:
 - a. just east of Barley Lane
 - b. between 58 and 62 Glezen Lane
 - c. in front of 102 Glezen Lane
2. Weekday and Extended Weekend Turn Prohibitions, Glezen Lane - Route 27: If any weekday Maximum specified in Section I(B) is exceeded during a 13-Week Reporting Period, prohibit left-turns from Glezen Lane westbound onto Route 27 southbound and prohibit right-turns from Route 27 northbound onto Glezen Lane eastbound weekdays, 9:00 a.m. to 6:00 p.m. If any weekday Maximum is exceeded during a subsequent 13-Week Reporting Period before any weekend Maximum is exceeded, mitigation measure 3 (and subsequently measure 4) will be triggered and implemented (even though Extended Weekend turn prohibitions are not yet triggered or implemented).

If any weekend Maximum specified in Section I(B) is exceeded during a 13-Week Reporting Period, prohibit left-turns from Glezen Lane westbound onto Route 27 southbound and prohibit right-turns from Route 27 northbound onto Glezen Lane eastbound Saturdays and Sundays, 9:00 a.m. to 6:00 p.m. If any weekend Maximum is exceeded during a subsequent 13-Week Reporting Period before any weekday Maxima are exceeded, mitigation measure 3 (and subsequently measure

4) will be triggered and implemented (even though Weekday turn prohibitions are not yet triggered or implemented).

If any weekday Maximum and any weekend Maximum specified in Section I(B) are both exceeded during the same 13-Week Reporting Period, prohibit left-turns from Glezen Lane westbound onto Route 27 southbound and prohibit right-turns from Route 27 northbound onto Glezen Lane eastbound weekdays, Saturdays and Sundays 9:00 a.m. to 6:00 p.m. If any weekday or weekend Maximum is exceeded during a subsequent 13-Week Reporting Period, mitigation measure 3 (and subsequently measure 4) will be triggered and implemented.

3. Tier III Speed Tables: Install and maintain three additional year-round speed tables pursuant to the specifications set forth in Exhibit 2 hereto at the following locations on Glezen Lane (as further identified in Exhibit 3 hereto) – if, after implementation of measure 2 above, any weekday or weekend Maximum specified in Section I(B) is exceeded:
 - a. just west of 6 Glezen Lane
 - b. in front of 22 Glezen Lane
 - c. in front of 106 Glezen Lane

4. Permanent Turn Prohibitions and Physical Restrictions, Glezen Lane – Route 27: Prohibit left-turns from Glezen Lane westbound onto Route 27 southbound and prohibit right-turns from Route 27 northbound onto Glezen Lane eastbound at all times (24 hours, 7 days, year-round) and install and maintain physical restrictions effectively prohibiting such turns, as described in Exhibit 4 hereto – if, after implementation of measure 3 above, traffic volumes during the weekday 9:00 a.m. - 4:00 p.m. period or Saturdays or Sundays exceed forty (40%) percent of the Baseline Traffic Volume (specified in Section I(B) as adjusted pursuant to Section I(C)), or if traffic volumes during the weekday 6:00 a.m. - 9:00 a.m. period or 4:00 p.m. - 7:00 p.m. period exceed fifteen (15%) percent of the Baseline Traffic Volume (specified in Section I(B) as adjusted pursuant to Section I(C)).

H. Deadlines to Complete Required Mitigation Measures

Wayland shall complete installation of any signs specified above within fourteen (14) calendar days of the determination that an applicable Maximum has been exceeded. Wayland shall complete installation of any required speed tables, weather permitting, within forty-five (45) days of the determination that an applicable Maximum has been exceeded. Wayland shall complete the physical changes required in Section I(G)(4), within ninety (90) days of the determination that an applicable Maximum has been exceeded, provided however, that no roadway construction shall be performed between November 15 and April 1 in order to provide an acceptable construction environment and temperature for roadway base, pavement and striping preparation and installation.

No delay in the installation of any mitigation measure shall be deemed to be a breach of this Judgment to the extent the delay is caused by an event beyond the control of Wayland and could not have been foreseen or prevented. Wayland shall exercise good faith efforts to

anticipate any such event and to address the effects of any such event to prevent or minimize any resulting delay to the greatest extent possible. Financial inability shall not constitute an “event beyond the control of Wayland” or otherwise excuse Wayland’s failure to perform or Wayland’s delay in performing its obligations hereunder.

Potential Removal of Measures, Continued Monitoring, and Reinstallation

Wayland reserves the right to remove traffic mitigation measures in reverse order of installation if, based on continued monitoring, traffic volumes during all 13 rolling averages in a 13-Week Reporting Period have dropped below the now-existing unadjusted Baseline Traffic Volume specified in Section I(B). Only one mitigation measure may be removed at a time, in reverse of the order installed, and each removal shall be followed by monitoring as specified in Section I(D). If all 13 rolling averages in a subsequent 13-Week Reporting Period are again determined to remain below the now-existing unadjusted Baseline Traffic Volume specified in Section I(B), Wayland may remove the most recently installed remaining mitigation measure. If, however, during a subsequent 13-Week Reporting Period the traffic volume is determined to exceed any of the traffic volume Maxima specified in Section I(B) or I(G), measured against the then-current, adjusted Baseline Traffic Volume including the 1% per annum adjustment provided for in Section I(C), Wayland shall reinstall and maintain the previously-removed mitigation measures – one mitigation measure at a time, the most recently removed mitigation measure to be reinstalled each time, and each reinstallation to be followed by monitoring as specified in Section I(D).

Mitigation Fund

Wayland shall set aside the following specified funds in a separate account dedicated for the purpose of complying with this Judgment and to be used exclusively towards implementation of the traffic mitigation measures specified in this Judgment: \$50,000 (fifty thousand dollars) within sixty (60) days of the effective date of this Judgment and \$90,000 (ninety thousand dollars) within thirty (30) days of issuance of the first building permit for the Town Center Project. The total amount is an estimate of the cost to implement all of the measures required by this Judgment. However, Wayland acknowledges that the cost may be higher. Wayland’s obligation to implement the measures required by this Judgment shall not be limited in any way by the amount of the set-aside mitigation funds.

In the event Wayland removes any previously installed traffic mitigation measure(s) pursuant to Section I(I), it shall place back into the mitigation fund account an amount equal to the projected installation costs of the removed measure(s).

I. Records and Reports

During the Monitoring Period (as it may be extended in the event Wayland removes any mitigation measure as provided for in this Judgment), Wayland shall keep and maintain all documents generated pursuant to this Judgment or relating to the implementation of its terms at the Wayland Town Building, including but not limited to those documents identifying each three-week rolling traffic volume averages and the data and calculations used to generate those averages. Wayland shall provide copies of those documents to the Plaintiffs’ representative designated in this Section.

Wayland shall also provide the Plaintiffs' representative designated in this Section with a 13-Week Reporting Period summary report within twenty (20) days of each 13-Week Reporting Period. That report shall be substantially in the form attached hereto as Exhibit 1, shall include the data specified in Section I.E for the preceding 13-Week Reporting Period, and shall summarize that data, describe any declared exclusions, and provide the calculations and conclusions relevant to determining whether any traffic mitigation measure has been triggered pursuant to this Judgment. The summary report shall be sent in writing by mail and electronically by email to the Plaintiffs by sending it to the address set forth below, or to such other address as the Plaintiffs (or their representative) may from time to time designate by written notice to Wayland:

David Bernstein
25 Glezen Lane
Wayland, MA 01778
Email: dave.bernstein@comcast.net

II. ADDITIONAL PROVISIONS

A. Effective Date

This Judgment shall take effect as of the date it is entered by the Court. There is no just cause for the delay in the immediate issuance and entry of this Judgment.

B. Defaults and Remedies

In the event Plaintiffs or any of them assert that Wayland has failed to comply with or has breached any provision of this Judgment, and such alleged failure or breach continues for 45 days after written notice thereof from the Plaintiffs or any one of them to Wayland, the Plaintiffs or any of them may institute such actions or proceedings as he/she/they deem appropriate to enforce this Judgment and to compel specific performance. The Plaintiffs recognize that a de minimis breach of the specific terms of this Judgment shall not subject Wayland to contempt or other sanctions for violation.

In any action for breach of this Judgment, the party who prevails or substantially prevails shall be entitled to recover from the other party(ies) their reasonable attorneys fees, interest, expert fees and costs, in addition to any other legal and equitable relief to which they are entitled, provided the Court finds that the non-prevailing party breached the Judgment without a reasonable basis for believing that its actions or inactions would not constitute a breach.

C. Authorization and Validity

The Board of Selectmen and Board of Road Commissioners have represented and warranted that this Judgment has been duly authorized by all necessary votes, actions, and other requirements of the Town of Wayland, the Board of Selectmen and the Board of Road Commissioners. Each Plaintiff has also represented and warranted that he or she is authorized to do so.

The Plaintiffs and Wayland have agreed that the Court has jurisdiction to issue this Judgment and that the Judgment, once issued, will be valid and binding on the Parties in accordance with its terms. The Court retains jurisdiction over this matter for the purpose of enforcing the terms of this Judgment.

In the event any person or entity challenges or asserts a claim challenging the enforceability of this Judgment or seeking to prevent Wayland's performance under this Judgment, the Parties shall defend against any such challenge or claim. In addition, if any provision of this Judgment is declared or determined to be unenforceable, Wayland shall take all steps necessary to address the basis for such declaration or determination, to ratify or otherwise render such terms enforceable and to otherwise secure performance of Wayland's obligations set forth in this Judgment.

D. Notices

All notices to be given pursuant to this Judgment shall be in writing and shall be deemed given when delivered by hand or when mailed by certified or registered mail, postage prepaid, return receipt requested, to the parties hereto at the addresses set forth below, or to such other place as a party may from time to time designate by written notice:

Wayland:

Wayland Town Clerk
Wayland Town Hall
41 Cochituate Road
Wayland, MA 01778

Frederic Turkington, Town Administrator
Wayland Town Hall
41 Cochituate Road
Wayland, MA 01778

With a copy to their attorneys:

Mark J. Lanza, Town Counsel
Wayland Town Hall
41 Cochituate Road
Wayland, MA 01778

Patricia A. Cantor, Special Counsel
Kopelman and Paige, P.C.
101 Arch Street
Boston, MA 02110

Plaintiffs:

David and Kathleen Bernstein
25 Glezen Lane
Wayland, MA 01778

Jeffrey and Jill Porter
62 Glezen Lane
Wayland, MA 01778

Susan Reed
58 Glezen Lane
Wayland, MA 01778

William and Arlene Petri
86 Glezen Lane
Wayland, MA 01778

L. Howard Hartley and Marcia Anne
Hartley
22 Glezen Lane
Wayland, MA 01778

Timothy Marsters
96 Glezen Lane
Wayland, MA 01778

Richard and Deborah Mikels
4 Barley Lane
Wayland, MA 01778

Michael Bate
104 Glezen Lane
Wayland, MA 01778

With a copy to their attorney:

Jeffrey L. Roelofs
Law Offices of Jeffrey L. Roelofs, P.C.
30 Green Street
Newburyport, MA 01950
Tel: 978-462-7600
jlr@roelofslaw.com

E. No Waiver

Failure of the Plaintiffs or Wayland to avail themselves of any of the terms, covenants and conditions of this Judgment for a period of time or at any time or times, shall not be construed or deemed to be a waiver of any of their rights hereunder.

F. Cooperation

The Parties shall cooperate and to act in good faith to achieve the terms and objectives of this Judgment.

G. Amendments

This Judgment may not be modified except pursuant to a written amendment executed by Wayland, by and through its Board of Selectmen and Board of Road Commissioners, and by all Plaintiffs who still reside in Wayland at the time any such amendment is executed. Any such amendment shall be filed with the Court and entered as an amendment of this Judgment.

H. Entire Agreement

This Judgment embodies the entire agreement and understanding between the Parties with respect to the subject matter hereof and supersedes all prior agreements and understandings relating to such subject matter.

This Judgment shall be binding upon the Parties' heirs, assigns, and all successors in interest to them.

I. No Admission

This Judgment does not constitute an admission by the Plaintiffs or Wayland for any purpose. The Plaintiffs and Wayland have waived, on behalf of themselves and their heirs, assigns, and all successors in interest to them, any challenge to the validity or enforceability of this Judgment or any provision of this Judgment.

So ordered,


Justice of the Superior Court

Date: July 16, 2008

EXHIBITS TO JUDGMENT

GLEZEN LANE TRAFFIC MITIGATION

<u>Number</u>	<u>Exhibit</u>
1	13-Week Reporting Period Report Form
2	Speed Table Specifications
3	Speed Table Locations
4	Physical Restrictions – Mitigation Measure I.G.4

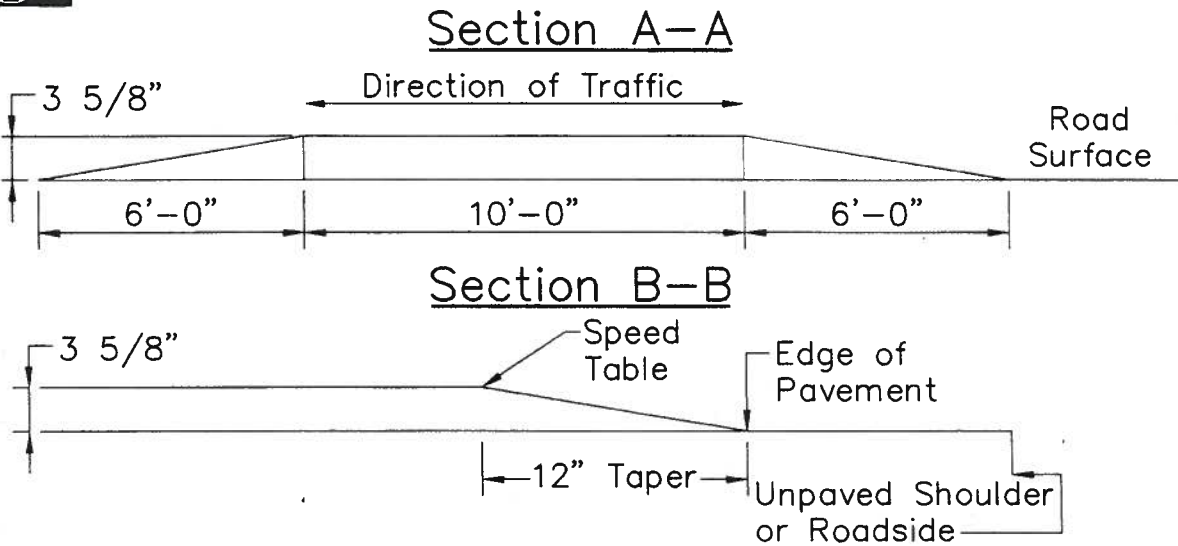
Exhibit 1

Exhibit 2



N.T.S.

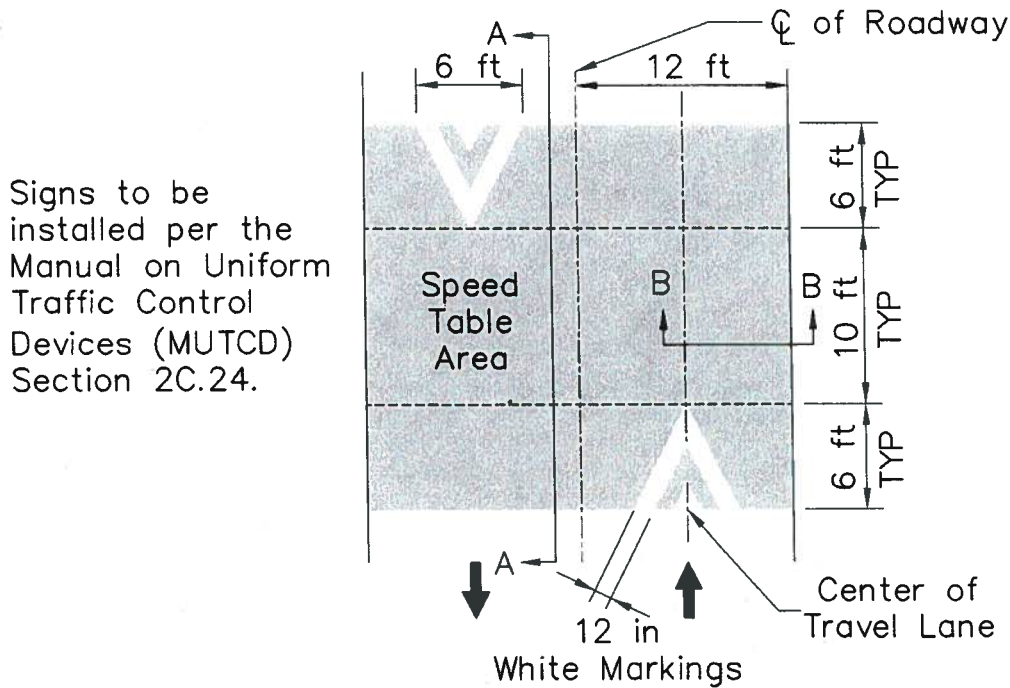
Speed Table Detail



Source: ITE Proposed Recommended Practice, Guidelines for the Design and Application of Speed Humps, 2007, Figures 4.3 and 4.7

Legend

➔ Direction of Travel



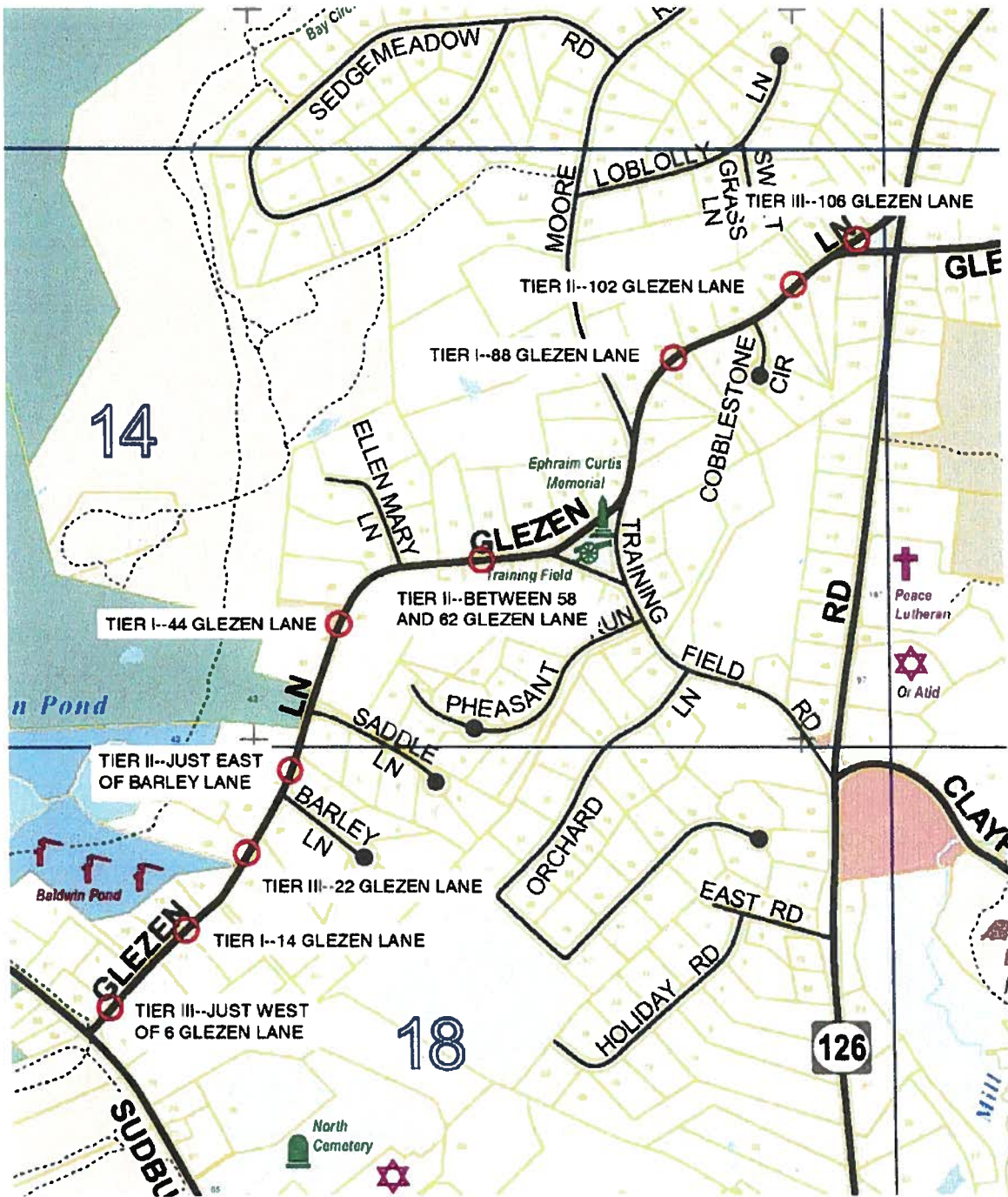
Signs to be installed per the Manual on Uniform Traffic Control Devices (MUTCD) Section 2C.24.

Source: MUTCD, Section 3B.27, Figure 3B-30

Exhibit 2 - Speed Table Specifications

Speed Table Detail

Exhibit 3



Base Map: Town of Wayland, Massachusetts Geographic Information System
 Not to Scale



Exhibit 4

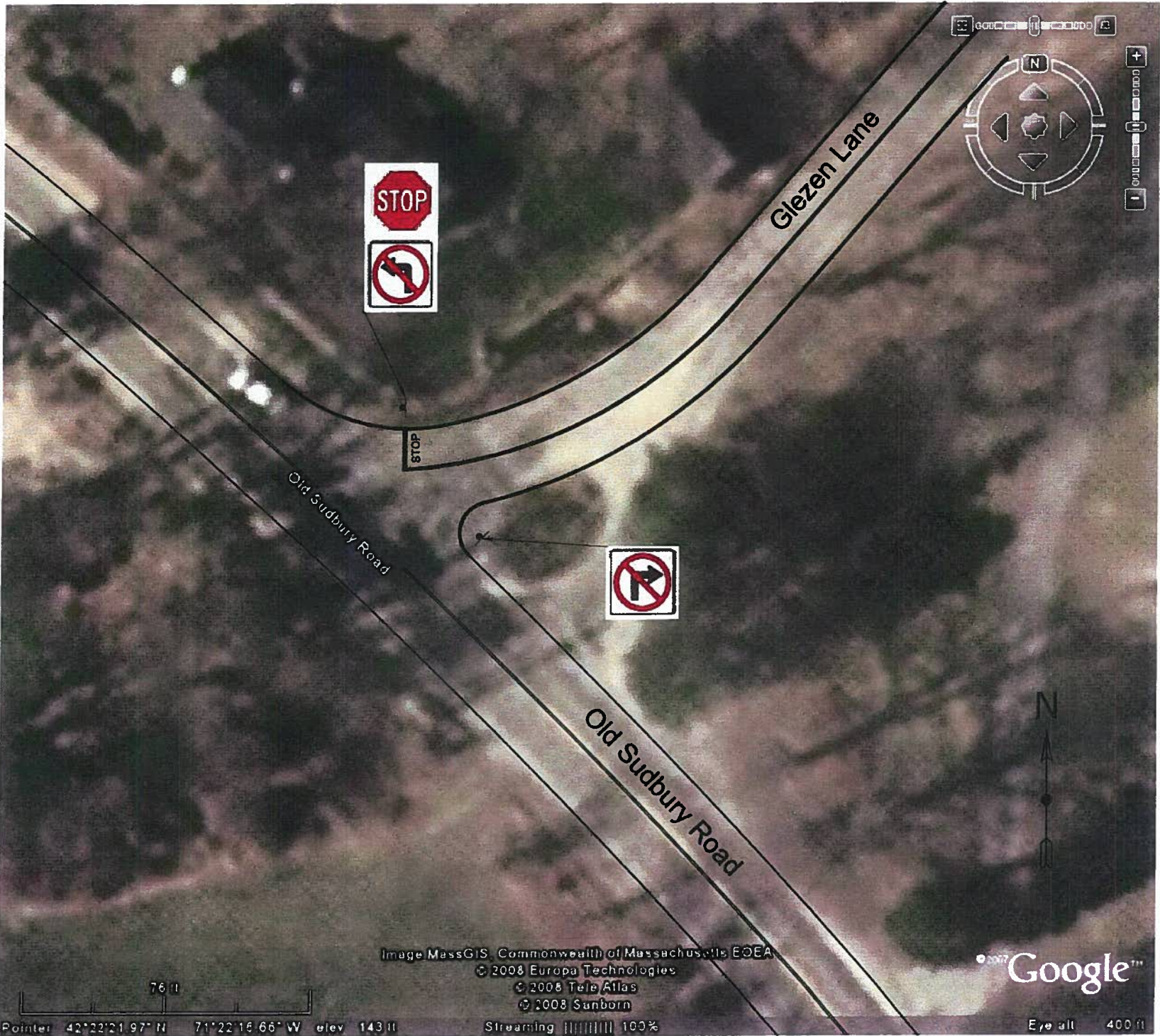


Image MassGIS, Commonwealth of Massachusetts EDEA
© 2008 Europa Technologies
© 2008 Tele Atlas
© 2008 Sunborn

© 2007 Google™

Eye alt 400 ft

BY CERTIFIED MAIL, RETURN RECEIPT REQUESTED

August 27, 2014

Wayland Town Clerk
Wayland Town Hall
41 Cochituate Road
Wayland, Massachusetts 01778

Frederic Turkington, Town Administrator
Wayland Town Hall
41 Cochituate Road
Wayland, Massachusetts 01778

Robert Mercier, Acting Town Administrator
John Senchyshyn, Assistant Town Administrator
Wayland Town Hall
41 Cochituate Road
Wayland, Massachusetts 01778

**Re: Notice of Default of Judgment on Count II of Plaintiffs' Amended Complaint in
Bernstein, et al. v. Wayland Planning Board, et al., Middlesex Superior Court Civil Action
Number 08-0552**

Dear Sirs and Madam:

This is notice, pursuant to Sections II(B) and (D) of the Judgment on Count II of the Plaintiffs' Amended Complaint in the above-referenced matter (the Judgment), that the Town of Wayland has breached Section I(G)3 and 4 of the Judgment. Should the Town further breach the Judgment, including by failing to timely implement the "Permanent Turn Prohibitions and Physical Restrictions, Glezen Lane – Route 27" specified in Section I(H) of the Judgment, the undersigned plaintiffs will, as provided by Section II (B), "institute proceedings to enforce this Judgment and to compel specific performance."

Also pursuant to Section II(B) of the Judgment, "the party who prevails or substantially prevails [in said proceedings] shall be entitled to recover from the other party(ies) their reasonable attorneys fees, interest, expert fees and costs, in addition to any other legal and equitable relief to which they are entitled, provided the Court finds that the non-prevailing party breached the Judgment without a reasonable basis for believing that its actions or inactions would not constitute a breach."

For the reasons discussed below, the Town of Wayland has no basis for believing that its inaction with respect to the traffic mitigation measures specified in Sections I (G)(4) and I(H) of the Judgment would not constitute a breach of the Judgment. We hope that the Town of

Wayland will comply with the Judgment and timely complete the remaining traffic mitigation measures so that further proceedings and the costs relating to them will be unnecessary.

1. The Tier III Speed Tables Specified in Section I(G)(3) of the Judgment Should Have Been Installed in April

Pursuant to Sections I(G) 3 and I(H) of the Judgment, the Tier III Speed Tables were to have been installed “if, after implementation of measure 2 above, any weekday or weekend Maximum specified in Section I(B) is exceeded”. The Maxima were exceeded during every week of the reporting period following the implementation of “measure 2” so the Tier III Speed Tables should have been installed on or about April 1, 2014 since November 23, 2013, the last day of the fourth reporting period pursuant to Section I(E), was during the winter construction hiatus of November 15 to April 1 specified in the Judgment.

For no good reason, the Town did not begin the installation of the Tier III Speed Tables until the week of July 14, over three months after the end of the winter construction hiatus specified in the Judgment and that breach has now delayed the implementation of the permanent turn prohibitions and physical restrictions specified in Section I(G)4 of the Judgment.

2. The Permanent Turn Prohibitions and Physical Restrictions Specified in Section I(G)4 of the Judgment Must Be Completed by November 15

Pursuant to Section I (G)4 of the Judgment, the “Permanent Turn Prohibitions and Physical Restrictions, Glezen Lane – Route 27” specified in Section I(H) must be completed after “traffic volumes during the weekday 9 am – 4 pm period or Saturdays and Sundays exceed forty (40%) percent of the Baseline Traffic Volume (specified in Section I(B) as adjusted pursuant to Section I(C), or if traffic volumes during the weekday 6:00 am – 9:00 am period or 4:00 pm – 7:00 pm period exceed fifteen (15%) percent of the Baseline Traffic Volume (specified in Section I(B) as adjusted pursuant to Section I(C)).”

Section I(E) of the Judgment specifies that a “Maximum” “shall be deemed exceeded for purposes of triggering Wayland’s obligation to implement the next specified mitigation measure if at least four (4) of the 13 three-week rolling averages during that 13-Week Reporting Period exceed the specified Maximum.

The Sunday traffic volumes have been exceeding the Section I (G) 4 maximum since the end of March. Data from the week ending August 30 will yield the fourth three-week rolling average triggering “the next specified mitigation measure” pursuant to Section I(E).

Given the Town’s unexcused breach of the Judgment by its delay in installing the Tier III Speed Tables, we expect the Town to install the Permanent Turn Prohibitions and Physical Restrictions before the winter construction hiatus.

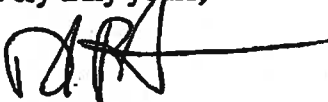
In a June 13, 2014 e-mail to Mr. Bernstein, Mr. Senchyshyn indicated that Town Counsel Lanza had opined that, notwithstanding the representations of the Board of Selectmen and Board of Road Commissioners in Section II(C) of the Judgment that the "Judgment had been duly authorized by all necessary votes, actions, and other requirements of the Town of Wayland", further actions on the part of the Wayland Historic District Commission might be necessary prior to the completion of the permanent turn prohibitions and physical restrictions specified in Section I(G) 4 of the Judgment.

While fully reserving our right to contest the validity of this opinion in light of the representations and warranties in the Judgment, it is incontrovertible that the Town of Wayland is required by the Judgment to do whatever is necessary to allow its timely compliance with the terms of the Judgment. Since the Judgment was entered six years ago, the Town of Wayland can have no "reasonable basis for believing" that its "inaction" in not securing whatever approvals it believes are necessary to timely comply with the Judgment "would not constitute a breach."

We remind the Town of Wayland of its commitment in Section II(C) of the Judgment to "take all steps necessary to address the basis for [any declaration or determination the Judgment is unenforceable], to ratify or otherwise render such terms enforceable, and to otherwise secure performance of Wayland's obligations set forth in this Judgment (emphasis added)."

It was the Town of Wayland, not the Plaintiffs, that insisted on the elongated schedule for the implementation of the traffic mitigation measures specified in the Judgment. It is long past the time for the Town of Wayland's implementation of the remaining mitigation measures. We hope that the further intervention of the Court will not be necessary to this end.

Very truly yours,



David Bernstein



Jeffrey Porter

Cc: Mark J. Lanza, Town Counsel
Wayland Town Hall
41 Cochituate Road
Wayland, Massachusetts 01778

Patricia A. Cantor, Special Counsel
Kopelman and Paige, P.C.
101 Arch Street
Boston, Massachusetts 02110

Jeffrey L. Roelofs
Law Offices of Jeffrey L. Roelofs, P.C.
30 Green Street
Newburyport, MA 01950

- c.) Majority – see Massachusetts General Laws Chapter 40, Section 3.
- d.) Majority – see Massachusetts General Laws Chapter 59, Section 38H.

For more information about this article, contact Ellen Tohn, chair of the Energy Initiatives Advisory Committee, ellentohn@gmail.com, Ben Keefe, Public Buildings Director, bkeefe@wayland.ma.us, or Nan Balmer, Town Administrator, nbalmer@wayland.ma.us

ARTICLE 15: FUND GLEZEN LANE TRAFFIC CONTROL MEASURES

Proposed by: Board of Selectmen

Estimated Cost: \$120,000

To determine whether the Town will vote to appropriate a sum of money to be expended by the Board of Public Works for the costs of design and construction of traffic control measures and improvements to Glezen Lane; and determine whether such appropriation shall be provided by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by borrowing under Massachusetts General Laws Chapter 44 or other enabling authority, or otherwise.

FINANCE COMMITTEE COMMENTS: The purpose of this Article is to allow the Town of Wayland to install various traffic measures at the intersection of Glezen Lane and Route 27 as set forth in a settlement agreement between several Wayland residents and the Town of Wayland in 2008. The history of this traffic mitigation stems from the development of the Town Center project. During the hearings before the Planning Board and open to Town residents, a series of traffic mitigation measures were proposed by the developer of Town Center and these were analyzed by the traffic consultant for the Town of Wayland. The Town of Wayland Planning Board incorporated some of those measures into the recommended traffic plan. A group of residents, primarily focused on mitigation measures associated with Glezen Lane, as noted above, felt that these recommended traffic mitigation measures were insufficient to allay their concerns, and they filed litigation against the Town of Wayland in order to alter the finding of the Planning Board. That litigation was settled with the Town upon July 16, 2008, and the traffic mitigation plan set forth in that settlement is set forth on the town website.

The current estimate for the cost of this work including all plans and designs was prepared by the town's traffic engineer and is \$100,000. The original funding source for improvements under the settlement agreement was gift funds from the developer of the Town Center project. These funds are insufficient to complete the required work, as funds have been spent on interim traffic measures and materials costs have increased since the original cost estimate for the work in 2009. As the warrant goes to print, the Board of Selectmen and Finance Committee continue to consider the appropriate funding source for this article.

Based upon the settlement agreement, the initial traffic mitigation measures were set in place and enforced by the Town, as set forth in the settlement agreement. Per that agreement, additional mitigation measures are now due to be instituted by the Town, which include the following traffic mitigation measures:

- Install permanent barriers at Glezen Lane and Rte 27 that will prevent northbound vehicles on Route 27 from turning right onto Glezen Lane (eastbound) and will prevent westbound vehicles on Glezen Lane from turning left onto Rte 27 southbound, as set forth in Section G4 of that agreement.

The purpose of this Article is for Town Meeting to vote to authorize the expenditure of funds to now institute those measures. A map of the proposed intersection redesign is shown in Appendix E.

ARGUMENTS IN FAVOR:

- Funding this mitigation provides for the Town to be in compliance with the terms of the settlement agreement for traffic mitigation.
- Some would argue that the proposed mitigation would improve the quality of life for residents in the Glezen Lane neighborhood in terms of being safer, quieter and more conducive to the nature of a residential neighborhood.
- According to the Chief of Police for the Town, he believes that the speed humps have slowed traffic on Glezen Lane.

ARGUMENTS OPPOSED:

- Some would argue that the level of traffic along Glezen Lane has never risen to the level requiring the measures installed due to the settlement agreement and therefore the additional measures are not warranted.
- There are neighbors and residents who have argued that the mitigation measures in place due to the settlement agreement should be removed as they have burdened neighbors and other residents travelling in the area.
- Some might argue that given that none of the traffic engineers for the Town Center project recommended most of the traffic mitigation measures in the settlement agreement, they never should have been installed and that the new measures go well-beyond what any engineers suggested in the studies of traffic in this corridor.
- According to the Chief of Police for the Town, the efforts of the police force in Wayland to monitor people turning on and off Glezen Lane has had multiple detrimental impacts on the Wayland police force: a) has limited directed motor vehicle enforcement on other streets in Town, as the police are required to monitor Glezen Lane, per the settlement agreement; and b) has strained relations between the police force and many residents, including neighbors in the Glezen Lane area, who are angry that they cannot easily access their neighborhood and who have received traffic tickets for ignoring the turn restrictions.
- According to the Chief of Police for the Town, there is no demonstrated need for the turn restrictions in place and those proposed, as set forth in the settlement agreement.
- According to the Fire Chief for the Town, these traffic measures will create a public safety hazard for residents, as constructing additional restrictions on the ability to access the Glezen Lane neighborhood will increase the time it takes for emergency vehicles (fire related vehicles and ambulances) to access the neighborhood, by forcing them to travel a circuitous route to respond to emergencies.

RECOMMENDATION: The Finance Committee recommends approval. Vote: 3-1.

QUANTUM OF VOTE: Majority – see Massachusetts General Laws Chapter 40, section 5 and Chapter 44, Section 33B. For borrowing, two-thirds – see Massachusetts General Laws Chapter 44, Section 7 and 8.

For more information about this article, contact Nan Balmer, Town Administrator, at (508) 358-3620, or email nbalmer@wayland.ma.us. The settlement agreement between residents and the Town of Wayland is available on the town website at http://www.wayland.ma.us/Pages/WaylandMA_Selectmen/GlezenLaneSettlementJuly2005.pdf Map of Proposed Redesign is available at Appendix E.



TOWN OF WAYLAND

MASSACHUSETTS

01778

TOWN CLERK

Beth R. Klein

bklein@wayland.ma.us

ASSISTANT TOWN CLERK

Diane M. Gorham

dgorham@wayland.ma.us

TOWN BUILDING
41 COCHITUATE ROAD

TEL: 508-358-3630

508-358-3631

www.wayland.ma.us

RECEIVED

APR 13 2015

Board of Selectmen
Town of Wayland

Date: April 13, 2015
To: Board of Selectmen ✓
From: Beth R. Klein, Town Clerk
RE: Resignation of Appointed Official

Please be informed that the attached letter of resignation was received in the Town Clerk's Office effective April 13, 2015:

E. Michael Thomas Zoning Board of Appeals
Term Expires: 6/30/15

Pursuant to Chapter 41: Section 109. No resignation of a town or district officer shall be deemed effective unless and until such resignation is filed with the town clerk or district clerk.

cc: Nan Balmer, Town Administrator
Jay Abelli, Building Inspector

5

E. MICHAEL THOMAS
16 Morrill Drive
Wayland, Massachusetts 01778
DIRECT DIAL: 508.875.5355
EMAIL: EMichaelThomas@EMTEsq.com

April 13, 2015

Beth R. Klein, Town Clerk
Town of Wayland
41 Cochituate Road
Wayland, MA 01778-2614

Re: Resignation as Chair of Zoning Board of Appeals

Dear Clerk Klein:

I have been serving on the Zoning Board of Appeals and as its Chairperson for a number of years. Very recent work developments have presented an irreconcilable conflict in timing with my duties on the Board. Accordingly, I must resign my position on the Board, and its Chairpersonship, effective upon your receipt of this letter.

It has been a great honor and pleasure to serve along with the many outstanding Board Members over the years. I have also appreciated the opportunity to be of service to the Town. Finally, I learned a great amount about how the Town operates and how to get business accomplished in the Town that I hope to use in service to the Town at some future date.

Thank you for your attention to this matter.

Very truly yours,

/s/

E. Michael Thomas

Cc by email:

Jay Abelli, Building Commissioner
Members, Zoning Board of Appeals
Mark Lanza, Town Counsel

RECEIVED
TOWN OF WAYLAND
TOWN CLERK
2015 APR 13 PM 12:20



WAYLAND POLICE DEPARTMENT

WAYLAND, MASSACHUSETTS 01778



ROBERT IRVING
CHIEF OF POLICE

Monthly Update

March 2015

On March 4th, Wayland police officers and firefighters responded to a local auto body shop for a report of a man falling through the roof. The man fell from a ladder and through a fabric covered roof, sustaining serious injuries. Wayland firefighters transported the man to a nearby parking lot, where he was transported to Massachusetts General Hospital by Medflight helicopter. The man subsequently succumbed to his injuries. Wayland police documented the scene and the case was referred to the Massachusetts Department of Occupational Safety and Health.

Also on March 4th, officers responded to Loker Street on a report of a roof collapse at a barn due to heavy snow. Officers secured the area while Wayland firefighters and the Wayland Building Department investigated.

There were four arrests in the month of March for Operating a Motor Vehicle Under the Influence of Alcohol. In three of the arrests, officers received reports from motorists regarding erratic operation. In the fourth case, officers responded to scene of a single car motor vehicle crash on Concord Road and determined that the operator of that vehicle was intoxicated. During the month there also were several arrests for Operating Without a License, Revoked Registration and various warrants.

Over the last weekend in March, there were three cases of vandalism by spray painted graffiti reported in town. One involved a residence on Millbrook Road, one was a construction trailer on Michael Road, and the third was a mausoleum at Lakeview Cemetery. The most significant damage occurred at the Dean Mausoleum that has stood in Lakeview Cemetery for more than 100 years. Blue spray paint defaced the front of the mausoleum. A special cleaning contractor was secured by the Department of Public Works to restore the mausoleum. Wayland detectives and the Wayland Youth Officer are actively investigating this case.

RECEIVED

APR - 6 2015

Board of Selectmen
Town of Wayland

6

A new dispatcher has been hired and will begin her new position in April. Jessica Gennaro, a Wayland resident, was selected after an interview process and background investigation. Jessica will replace Dispatcher Joshua Jones, who resigned last month.



Robert Irving
Chief of Police

***Wayland Police Department
Monthly Training Report***

Officers of the Wayland Police Department attended the following training programs during the month of March 2014:

In-Service

MPTC
Reading Academy

Christopher Custidie	March 9-12, 2015
Ed Walsh	March 23-26, 2015
Sean Fitzgerald	March 30-31, 2015
Lynnet Sloan	March 30, 2015
Jennifer Ordway	March 30-31, 2015

Breaking and Entering Evidence Recovery

Massachusetts Police Institute
Grafton

Christopher Cohen	March 2, 2015
-------------------	---------------

Supervisor Leadership Institute

F.B.I. – Law Enforcement Executive Development Association
Natick, MA

Sean Gibbons	March 30-31, 2015
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Wayland Police Department Detective Division Report of March 2015

INVESTIGATIONS

Larceny over \$250 – Old Connecticut Path
Industrial Accident – Boston Post Road
Recovered Property – Brentwood, Colorado
Found Property – School Street
Fire – Bradford Street
Roof Collapse – Loker Street
Mal/Mis – Various locations

MEETINGS/TRAININGS

New England Electronic Crimes Task Force – USSS
Cyber Threats Seminar – Burlington
Collection and Preservation of evidence – Foxboro
WaylandCares
PTO meeting – Elementary schools
ALICE Drills – All schools
Regional Fire Investigation Team Meeting

MISCELLANEOUS

Dispatcher candidate background investigations
M/V & Criminal hearings – Framingham District Court
Firearms permits
Five year data study for Stonebridge Road



Sudbury Police Department

Office of the Chief of Police

415 Boston Post Road
Sudbury, MA 01776
Business (978) 443-1042
Fax (978) 443-1045
nixs@sudbury.ma.us

Scott Nix
Chief of Police

March 18, 2015

Robert Irving, Chief of Police
Wayland Police Department
38 Cochituate Road
Wayland, MA 01778

Chief Irving,

I want to express my sincere appreciation for the assistance provided by two of your officers on the evening of February 22nd. Sergeant Jennifer Ordway and Officer Lynnet Sloan responded to assist with the search and subsequent apprehension of a subject reported to have tried to stab an individual then brandished a firearm. Both officers were extremely helpful in their willingness to assist during the initial response and continuing investigation. Sergeant Ordway and Officer Sloan reflected positively on themselves, the police profession and the Wayland Police Department; thank you for staffing such fine officers

Respectfully,

A handwritten signature in black ink, consisting of a series of loops and a long horizontal stroke.

Scott Nix
Chief of Police

I was at ~~my~~ town, my new
car surprisingly had expired
registration - & she was state!

I know you helped in
many ways - including
getting gas into the
tank!

Want to let you know
how much I appreciate
that. As a new driver
she has now learned about
checking the gas gauge -
& we all are happy to have
a helpful police department
& individuals like you.

To officer Custodia

You are a rare bird

At the end of February
you helped my daughter
Anna Wells, when
she ran out of gas
at 127/26 intersection.

Thank you.

Jennifer
OLD LOWN PATH

ZOO

Andrey

Meredit

Phoebe Averya

Alexandra

Thanks for the tour of the Public Safety Building
Daisy Troop 66268

EMILY

Avery u.

Sofia Kate

CLAUDIA

Caroline
Mackenzie
Katharine

Sofie

Fiona



TOWN OF WAYLAND
MASSACHUSETTS
01778
CONSERVATION COMMISSION

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

April 13, 2015

George Howell
58 Cushing Avenue
Belmont, MA 02478

RE: Order of Conditions and Chapter 194 Permit for 107 Dudley Road, Wayland (DEP File 322-836)

Dear Mr. Howell:

Enclosed please find the original Chapter 194 Permit and Order of Conditions, including Attachment A, for the permitted deck project at 107 Dudley Road, Wayland. **You are responsible for meeting all the conditions of both the Order of Conditions and the Chapter 194 Permit.** The Order and Permit must both be filed at the Middlesex South Registry of Deeds. Thereafter, evidence of the recording must be submitted to the Commission prior to commencing work.

Written notice must be submitted to the Conservation Commission not less than two or more than five business days prior to the commencement of the work permitted by these decisions. All submissions must refer to the DEP file number and condition or conditions, which the submission is intended to address.

Please note that any modification of your plans must be reported to the Commission and may necessitate either an amendment to the Order of Conditions or the submission of a new Notice of Intent. If you have any questions, please call 508-358-3669.

Sincerely,

Brian J. Monahan
Conservation Administrator

Enc. (2 Original Decisions)

cc: Town Clerk w/enc.
DEP NERO w/enc.
Building Commissioner w/enc.
GLM Engineering Consultants, Inc. w/enc.
John Kwon w/enc.
Board of Selectmen
Board of Health
Planning Board
Town Assessor
Abutters
File

RECEIVED

APR 13 2015

Board of Selectmen
Town of Wayland

7



TOWN OF WAYLAND
MASSACHUSETTS
01778
CONSERVATION COMMISSION

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

April 14, 2015

RECEIVED

APR 14 2015

Board of Selectmen
Town of Wayland

Wayne Henderson
1 Winthrop Terrace
Wayland, MA 01778

RE: Order of Conditions and Chapter 194 Permit for 1 Winthrop Terrace, Wayland (DEP File 322-839)

Dear Mr. Henderson:

Enclosed please find the original Chapter 194 Permit and Order of Conditions, including Attachment A, for the septic project at 1 Winthrop Terrace, Wayland. **You are responsible for meeting all the conditions of both the Order of Conditions and the Chapter 194 Permit.** The Order and Permit must both be filed at the Middlesex South Registry of Deeds. Thereafter, evidence of the recording must be submitted to the Commission prior to commencing work.

Written notice must be submitted to the Conservation Commission not less than two or more than five business days prior to the commencement of the work permitted by these decisions. All submissions must refer to the DEP file number and condition or conditions, which the submission is intended to address.

Please note that **any modification of your plans must be reported to the Commission** and may necessitate either an amendment to the Order of Conditions or the submission of a new Notice of Intent. If you have any questions, please call 508-358-3669.

Sincerely,

Brian J. Monahan
Conservation Administrator

Enc. (2 Original Decisions)

cc: Town Clerk w/enc.
DEP NERO w/enc.
Building Commissioner w/enc.
Sullivan, Connors & Associates, Inc. w/enc.
Board of Selectmen
Board of Health
Planning Board
Town Assessor
Abutters
File

8

WAYLAND BOARD OF PUBLIC WORKS

Wayland Town Building

March 24, 2015

7:00 PM

MEETING MINUTES

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

Meeting opened at 7:04 PM

(Brown announced that the meeting is being recorded)

Brown opened the meeting with a review of the agenda.

Brown thanked Goldsmith for his three years of service on the Board of Public Works

Brown asked for public comment

Public Comment

Robert Smith of 12 Mansion Road appeared before the Board on behalf of the Dudley Pond Association to discuss September's Dudley Pond Fun Run, and expressed his concern for potholes along the planned route.

Brown noted that the potholes were filled prior to the race last year and anticipated it will be done again this year.

Goldsmith made a motion that the DPW restore the roads for the Dudley Pond Race Association prior to the race.

Brown 2nd. Goldsmith and Brown in favor, Lowery abstain. (Motion passed)

Discussion of Stone Bridge Restoration

Elisa Scola of the Community Preservation Committee appeared before the Board to discuss the proposed restoration of Stone Bridge.

Scola discussed the history of the bridge as well as its current condition and status.

Brown asked Kadlik if the bridge was restored, what additional work would need to be performed by the DPW.

Kadlik noted that if park land is put in, mowing and upkeep would be a factor.

Kadlik added that a significant expense would be incurred in conducting the necessary periodic safety inspections to the bridge.

Lowery asked if the bridge could be designated as park land.

Scola noted that according to Town Counsel, a 2/3 vote at Town Meeting would be needed to change the land's designation.

Goldsmith made a motion to support the Community Preservation Committee Town Meeting article for the restoration of Stone Bridge

Lowery 2nd, all in favor.

Stonebridge Road Traffic Calming: Board Review and Discussion

Brown described the Board's traffic calming policy and process.

Brown described the current status of the traffic calming request of Stonebridge Road, and noted that a Board vote was never taken on the issue.

Goldsmith noted that he would be inclined to hold a traffic calming hearing.

Lowery noted that the speed limit on Stonebridge has been deemed appropriate by MassDOT.

Lowery noted that it is an arterial road, which limits potential traffic calming options.

Public Comment

Duane Galbi of 190 Stonebridge Road appeared before the Board to discuss his concerns about the traffic on Stonebridge.

Public Comment

Deborah Dison of 22 Oak Hill Road appeared before the Board to discuss her concerns about Stonebridge Road traffic, noting that she is concerned about the safety of school buses and school bus stops on Stonebridge Road.

Public Comment

Daryl Vanderburgh of 31 Stonebridge Road appeared before the Board to discuss his concerns about Stonebridge traffic, noted that the road has become a commuter cut-through and described incidents he has witnessed on the road.

Lowery noted that in his opinion, the traffic concerns on Stonebridge are an enforcement issue, and the Police Department should be sought for assistance.

Galbi suggested that flashing speed limit sign may be an appropriate form of traffic calming.

Goldsmith made a motion that a traffic calming hearing be scheduled at a future date for Stonebridge Road.

Brown requested that Kadlik examine Stonebridge Road to determine if speed bumps are a feasible option.

Lowery requested that the accident data for Stonebridge Road be obtained from the Police Department.

Lowery 2nd, all in favor.

Discussion and Update on River's Edge Property

Rebecca Stanizzi of the River's Edge Advisory Committee appeared before the Board to discuss the status of the site.

Brown noted that it appeared land may have been found that would partially address the material storage needs of the DPW.

Kadlik noted that the land is not a cure-all, but is the best location found so far.

Kadlik added that the DPW would still incur additional expenses related to the purchasing and removal of material that could no longer be stored.

Kadlik noted that the DPW would lose their snow storage, which would result in significant additional costs incurred by the DPW.

Kadlik noted that hauling other material, such as wood chips and spoils, would also result in additional costs.

Kadlik added that the cost of road resurfacing would also increase as a result.

Goldsmith noted that the change in annual operating cost needs to be factored, and a determination made of where the increase would be absorbed in the town budget.

The Board discussed alternative possibilities for snow storage and removal.

Brown noted that Stanizzi will be discussing issues with River's Edge at an upcoming Board of Selectmen Meeting.

The Board discussed ways in which the land in question could revert back to the Board of Public Works should the River's Edge Development not be built.

Stanizzi noted that with an easement the DPW would have first rights to the land.

Lowery noted that he is uncomfortable with anything that would transfer the land to a developer prior to commencement of the project, and requested that the vote to transfer the land be contingent on a developer committing to the project.

Goldsmith asked if Town Counsel could draft a motion that would protect the interests of the Board of Public Works, should River's Edge not be built.

Stanizzi noted that Counsel's opinion was that the land had to be conveyed by the Board.

Lowery noted that the Board has consistently expressed their position during past votes pertaining to the River's Edge Parcel.

The Board discussed the wording of a potential motion to transfer the land in question.

Lowery noted that the cost to put water and septic on site has still not been established.

Stanizzi noted that a water study is being conducted, and the details should be available within the next two weeks; and the septic would be handled on-site.

Discussion of the Eggleston Report on the High School Artificial Turf Field

Lowery noted that the report has been distributed to the School Department, Conservation Commission, and the Board of Health.

Lowery added that the Board's interest in the report is the protection of the wells, and noted that the report suggests the installation of observation wells.

Lowery asked Kadlik and Water Superintendent Don Millette to determine what should be tested and what wells Eggleston would recommend using.

Lowery suggested that the Board write a letter to the School Committee noting that their interest is in well protection, and encourage that they bring the field into and maintain compliance.

Goldsmith made a motion that a letter be drafted by Lowery for the School Committee.

Brown 2nd, all in favor.

Brown added that the letter should be drafted by Lowery and presented to the Board for review prior to sending to the School Committee.

Goldsmith discussed potential locations to place test wells.

Lowery made a motion that Kadlik and Millette confer with Eggleston to determine the specifics to monitoring, and authorize a minimal expense for Eggleston's further consultation.

Goldsmith 2nd, all in favor.

Board Discussion of the Regulation of Temporary Signs Placed in the Town's Right-of-Way

Lowery distributed pictures citing examples of temporary signs in the town's right-of-way, and noted that when placed too close to the road they get blown down into the road.

Lowery noted that state law requires that the signs be placed with the owner or custodian of the land's permission.

Lowery expressed his desire for the Board to establish a policy addressing the temporary signs that are placed in the right-of-way.

Lowery discussed the placement of campaign signs in the right-of-way throughout town.

Lowery noted that any potential policy should be vetted by Town Counsel.

Board Discussion on Emergency Flood Preparedness

Kadlik described the steps that have been taken to address any potential flooding issues.

Brown asked Kadlik about the status of Rolling Lane.

Kadlik noted that the potential for flooding is remote, but the DPW is prepared should flooding occur.

Lowery noted that data suggests that the risk of flooding remains very minimal.

Designating Alternative Space for Youth Sports Practice

Kadlik noted that he had a conversation with Recreation, and they were concerned about the town's liability of allowing teams to practice in alternative places not designed for play.

Any alternative practice areas would be on the onus of those conducting activities to determine.

Kadlik discussed with the Board the current status of the High School artificial turf field.

DPW Director's Operational Report

Kadlik discussed work recently completed by the DPW.

Kadlik discussed the current status of the snow budget, noting that a \$550,000 transfer will be sought through the Finance Committee.

Kadlik discussed the status of Federal Aid being sought to offset expenses incurred during winter storms.

Kadlik discussed the status of repairs to the ozone system at the Water Treatment Plant.

Kadlik described the status of the Route 27 / Route 30 intersection project.

Brown requested that an update on the status of the Route 27 / Route 30 Intersection be placed on the next meeting agenda.

Board Members' Reports, Concerns, and Updates

The Board determined that a BoPW meeting notice should be posted for the night of Town Meeting.

Brown noted that April Board meetings will be held on April 14 and April 28.

Lowery noted that the money in the CIP request for Transfer Station Environmental and Road Updates was for \$100,000, not the \$200,000 as voted by the BoPW in January, and added that he has asked to meet with Abdella to discuss the status of this CIP.

Lowery requested PDF documents for the plans mentioned in the orders of condition for the Transfer Station Access Road.

Review and Approve Minutes of the 3/10/15 Meeting

Lowery noted a correction to make to the public comment of Jon Stahl on page 1.

Lowery requested a comment made by Kadlik added to page 3.

Lowery noted an addition to the comments made by Chief Irving on page 3.

Goldsmith suggested that the graphs related to the agenda item, 'Discussion of the Seasonality of Water Pumping and Water Rate Setting', be added to the minutes.

Goldsmith made a motion to accept the minutes as amended.

Lowery 2nd, all in favor.

Goldsmith made a motion to adjourn.

Lowery 2nd, all in favor.

Brown made a motion to adjourn.

Lowery 2nd, all in favor.

Meeting adjourned at 9:09 PM.

WAYLAND BOARD OF PUBLIC WORKS

Wayland Town Building

March 30, 2015

6:30 PM

MEETING MINUTES

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

Meeting opened at 6:30 PM

(Brown announced that the meeting is being recorded)

Brown opened the meeting with a review of the agenda.

Brown asked for public comment

Public Comment

Woody Baston of 11 Cochituate Road noted that he had spoken to a member of the Historic District Commission, and informed the Board that they hope to commence construction of the rail trail this summer.

Baston discussed with the Board the status of the sidewalk to be constructed on Route 27.

Discussion of DPW/BoPW Capital Requests and Relevant ATM Articles

Brown discussed the status of the Transfer Station access road, and the nature of the work required to rebuild the road.

The Board discussed options for seeking the amount of funding necessary for the construction of the road.

Brown noted that the Board's options are to withdraw the article from Town Meeting, keep it at \$100,000, increase it to \$200,000, or increase it to \$1,000,000 to cover the estimated full cost of the project.

Lowery noted that if the River's Edge development needs to run water to the project site down the access road, the developer may absorb the part of the cost of constructing the road.

Lowery expressed his opinion that the Board should explain the status of the road at Town Meeting and the improvements required by the orders of condition.

Kadlik noted that the changes outlined in the orders of condition do not include the full length of the road to the new DPW Facility.

Kadlik provided plans of the proposed access road improvements for the Board's review.

Mishara asked if the article was increased to \$200,000, how much of the work required by the orders of condition could be done.

Kadlik replied that all the work needs to be done in conjunction and cannot realistically be piecemealed.

Mishara suggested that for purposes of consistency, the article should be increased to \$800,000, as was requested last year.

Brown asked if the \$100,000 could be used to procure an accurate estimate to complete the work.

Brown noted that he inquired if the surplus funds from the construction of the new DPW facility could be used to construct the road.

Mishara expressed his opinion that the article should remain at \$100,000, with the funds used to obtain biddable specifications on the project.

Lowery asked the Board if it should be noted that there is a possibility of collaboration with the River's Edge project's potential water main installation.

Brown asked Kadlik if it would make sense to pave the entirety of the road.

Kadlik replied that it would make sense to pave the complete road if funding was available.

The Board discussed the official description of the article, and determined that it needs to be amended.

Mishara suggested the inserting, 'The funding for then detailed design and scope of work to' at the beginning of the official description.

Lowery noted that it is not the wording of the motion that is changing, just the description.

Lowery made a motion that the Board affirm the \$100,000 capital request in the budget, and clarify that it is for the design of the project in the warrant.

Mishara, 2nd, all in favor.

The Board discussed the method in which they will clarify the article at Town Meeting.

Topics Not Reasonably Anticipated by the Chair 48 Hours Prior Posting, if any

Mishara asked the Board about the status of the River's Edge parcel.

Brown noted that a spot slightly larger than two acres has been located, but clarified that even with the use of this land, funding previously outlined by the DPW of approximately \$100,000 per year for the removal of material will still be necessary.

Kadlik discussed with the Board vandalism that occurred in Lakeview Cemetery.

Brown made a motion to adjourn.

Lowery 2nd, all in favor.

Meeting adjourned at 7:10 PM.



SAVE THE DATE

Grand Opening Event

for the

MWRTA Operations & Maintenance Facility

When: Friday, July 17, 2015 at 11 AM

Where: 15 Blandin Ave. Framingham, MA 01702



Questions?

Please contact Linda at (508) 935-2222 or by email at linda@mwrta.com

~ FORMAL INVITATION WILL FOLLOW ~



METROWEST REGIONAL TRANSIT AUTHORITY

Public Transportation System



Scan the QR code below with your smartphone to be directed to the MWRTA Routes & Schedules page.



Route	Color
Route 1	Green
Route 2	Blue
Route 3	Yellow
Route 4	Purple
Route 5	Orange
Route 6	Red
Route 7	Light Blue
Route 8	Light Green
Route 9	Light Purple
Route 10	Light Orange
Route 11	Light Yellow

Scheduled Stop Location
 New MWRTA Hub
 The MWRTA uses the 'flag down' system.

MetroWest Regional Transit Authority
 From Solomon Pond Mall in Marlborough to Woodland Station in Newton—We've got you covered.
 MetroWest Regional Transit Authority (MWRTA) provides public transportation along twelve different bus routes connecting the entire MetroWest community.

We provide access to all major area employers, medical facilities, and shopping locations. MWRTA also connects commuters with the Massachusetts Bay Transportation Authority (MBTA) system. The commuter rail connection can take you eastbound or westbound to Boston or Worcester.

Customer Service & Travel Information
 Please call 508.935.2222 or visit us online at mwrta.com.



Go Green! Be friendly to our environment and be mindful of your carbon footprint.

www.mwrta.com 508.935.2222



OFFICE OF THE GOVERNOR
COMMONWEALTH OF MASSACHUSETTS
STATE HOUSE • BOSTON, MA 02133
(617) 725-4000

CHARLES D. BAKER
GOVERNOR

KARYN E. POLITO
LIEUTENANT GOVERNOR

April 9, 2015

RECEIVED

APR 13 2015

Board of Selectmen
Town of Wayland

Mr. Joseph F. Nolan, Chairman
Town of Wayland
41 Cochituate Road
Wayland, MA 01778

Dear Mr. Nolan:

We are pleased to inform you that the Chapter 90 local transportation aid funding for Fiscal Year 2016 will total \$200 million statewide.

This letter certifies that the **Town of Wayland's** Chapter 90 apportionment for Fiscal Year 2016 is **\$478,347**. This apportionment will automatically be incorporated into your existing 10-Year Chapter 90 contract, which will be available on the MassDOT website:
<http://www.massdot.state.ma.us/chapter90>.

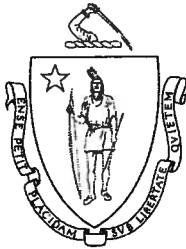
We look forward to working closely with your community to ensure the continuing success of the Chapter 90 program in the years to come.

Please feel free to contact Matthew Bamonte at (857) 368-9151 with any questions you may have regarding the Chapter 90 program.

Sincerely,

Charles D. Baker
Governor

Karyn E. Polito
Lieutenant Governor



THE COMMONWEALTH OF MASSACHUSETTS
OFFICE OF THE ATTORNEY GENERAL
ONE ASHBURTON PLACE
BOSTON, MASSACHUSETTS 02108

MAURA HEALEY
ATTORNEY GENERAL

(617) 727-2200
(617) 727-4765 TTY
www.mass.gov/ago

April 14, 2015

George Harris, Esq.
8 Holiday Road
Wayland, MA 01778

RE: Open Meeting Law Complaint


Dear Attorney Harris:

Thank you for contacting the Attorney General's Office. On April 13, we received your Open Meeting Law complaint, by email, which was originally received by the Wayland Board of Selectmen on or about January 29. We will review your complaint and will contact you in the event that we require additional information. We will notify you of our determination following our Office's review.

Your complaint may be resolved through either a formal order or informal action. Formal orders contain a detailed discussion of the alleged violation, applicable legal requirements, and may order any of the remedies provided in G.L. c. 30A, § 23(c). If a complaint is appropriate for informal action, we will attempt to resolve the matter by speaking to the parties, followed by a brief letter noting whether or not there was a violation and what remedial action was taken.

For additional information on the Open Meeting Law and the complaint process, please visit our website at www.mass.gov/ago/openmeeting. Please do not hesitate to contact the Division of Open Government with any further questions.

Sincerely,


Mallory Morales
Paralegal
Division of Open Government

cc: Nan Balmer, Wayland Town Administrator

RECEIVED
APR 16 2015
Board of Selectmen
Town of Wayland

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