



NAN BALMER
TOWN ADMINISTRATOR
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TOWN OF WAYLAND

41 COCHITUATE ROAD
WAYLAND, MASSACHUSETTS 01778

BOARD OF SELECTMEN

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

BOARD OF SELECTMEN Monday, March 2, 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.) | Request for Support of Legislation from Senior Tax Relief Committee |
| 7:20 pm | 4.) | Ratify the Appointment of the Fire Chief |
| 7:30 pm | 5.) | Report of Odyssey Advisory of Wayland OPEB Valuation |
| 8:30 pm | 6.) | Potential Vote of Position on OPEB Warrant Article for Annual Town Meeting |
| 8:40 pm | 7.) | Review and Vote Annual Town Meeting Warrant Articles |
| 8:55 pm | 8.) | Review and Approve Consent Calendar (See Separate Sheet) |
| 9:00 pm | 9.) | Review Correspondence (See Separate Index Sheet) |
| 9:10 pm | 10.) | Report of the Town Administrator |
| 9:25 pm | 11.) | Selectmen's Reports and Concerns |
| 9:35 pm | 12.) | Topics Not Reasonably Anticipated by the Chair 48 Hours in Advance of the Meeting, If Any |
| 9:40 pm | 13.) | Enter into Executive Session pursuant to Massachusetts General Laws Chapter 30A, Section 21a(3), to Discuss Strategy with Respect to Pending Litigation and to Review and Consider for Approval and Potential Release the Following Executive Session Minutes Relative to the Said Subject: <ul style="list-style-type: none">• November 28, 2011• March 28, 2012• January 7, 2013• June 13, 2013• June 17, 2013• July 8, 2013• July 16, 2013 |

**BOARD OF SELECTMEN
Monday, March 2, 2015
Wayland Town Building
Selectmen's Meeting Room**

Proposed Agenda Page Two

- 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
- August 18, 2014

- 10:25 pm 14.) Potential Vote to Release Executive Session Minutes
10:30 pm 15.) Adjourn

#3
Request for Support of
Legislation from
Senior Tax Relief
Committee

_____, 2015

Representative Alice Hanlon Peisch
Commonwealth of Massachusetts
Room 473G
State House
Boston, MA 02133

Representative Carmine Gentile
Commonwealth of Massachusetts
Room _____
State House
Boston, MA 02108

Senator Richard J. Ross
Commonwealth of Massachusetts
Room 520
State House
Boston, MA 02133

Re: Request Review of M.G.L. Chapter 59 Section 5 Clause 41C

Dear Representative Peisch, Representative Gentile, and Senator Ross,

Massachusetts General Laws Chapter 59 Section 5 Clause 41C provides tax relief to qualifying seniors. We are requesting that you review the statute and increase the tax relief granted to our seniors.

The Income Limits under Clause 41C, state that a single senior's gross income for the previous calendar year cannot exceed \$20,000 and a married senior couple's gross income for the previous calendar year cannot exceed \$30,000. The Asset Limits under Clause 41C, state that a single senior's assets cannot exceed \$40,000 and a married senior couple's assets cannot exceed \$55,000. The Potential Tax Relief granted to a qualifying senior under Clause 41C is between \$500-\$1,000.

Former Representative John H. Flood sponsored the 1986 bill, which was enacted into law and is now known as Chapter 59 Section 5 Clause 41C. We invited Mr. Flood to our Senior Tax Relief Committee Meeting held on December 11, 2013, to discuss with us the intention of the lawmakers when they drafted the bill and enacted it into law. Mr. Flood informed us that the

Representative Alice Hanlon Peisch
Representative Carmine Gentile
Senator Richard J. Ross
_____, 2015

1986 tax relief bill was originally designed to assist the elderly middle class to stay in their homes. The income and asset limits were set for the average household in Massachusetts in 1986. Today, in 2014, the average household income in Massachusetts is approximately \$65,000.

The statute was enacted 28 years ago, and if the average cost of living increase was 2% per year, then the \$500 relief granted in 1986 should be increased to \$750 for today's value and the \$1,000 relief granted in 1986 should be increased to \$1,500 for today's value.

We are requesting that you bring the 28 year old statute up to date by increasing the Income Limits, the Asset Limits, and Tax Relief granted. We recommend amending the statute as follows: The Income Limits under the revised Clause 41C would state that a single senior's gross income for the previous calendar year cannot exceed \$45,000 and a married senior couple's gross income for the previous calendar year cannot exceed \$65,000. The Asset Limits under the revised Clause 41C would state that a single senior's assets cannot exceed \$85,000 and a married senior couple's assets cannot exceed \$120,000. The Potential Tax Relief granted to a qualifying senior under Clause 41C would state relief between \$750-\$1,500.

We are requesting that you consider these increases to better enable our middle class seniors to remain in their own homes.

Respectfully submitted by:

By: _____
Rebecca MacGregor, Esquire
Chair, The Senior Tax Relief Committee of the Town of Wayland

RRM/

Cc: Wayland Board of Selectmen
Wayland Senior Tax Relief Committee
1086848.2.8875.0000

#4 RATIFY
APPOINTMENT
OF FIRE CHIEF

DATE: MARCH 2, 2015

TO: BOARD OF SELECTMEN

FROM: NAN BALMER, TOWN ADMINISTRATOR

RE: RATIFICATION OF APPOINTMENT OF FIRE CHIEF

REQUESTED ACTION:

VOTE TO RATIFY APPOINTMENT OF DAVID HOUGHTON AS FIRE CHIEF EFFECTIVE TUESDAY MARCH 3, 2015.

BACKGROUND:

Under Chapter 60, Section 2-1 (d), the Town Administrator appoints the Wayland Fire Chief subject to ratification by a majority of the Board of Selectmen. I request that the Board effective March 3, 2015 at 8:00 am ratify the appointment of the David Houghton as Fire Chief for the Town of Wayland.



100 Linwood Avenue, suite 201
Colchester, CT 06415
(860) 537-9080
www.odysseyadvisors.com

5 Odyssey Rep't
OPEB VALUATION

February 24, 2015

Mr. Joseph F. Nolan
Board of Selectmen
Town of Wayland
41 Cochituate Road
Wayland, MA 01778

GASB 45 and Premium Based Forecast – Executive Summary

The purpose of this letter is to summarize our actuarial valuation of the Town of Wayland Other Postemployment Benefits Plan (the "Plan") for the fiscal year ending June 30, 2015 in accordance with Statement No. 45 of the Governmental Accounting Standards Board ("GASB 45") as well as the associated "Premium Based Forecast".

What's happened since the last valuation?

The results were much more favorable than expected. This was mainly driven by the Town's commitment to managing OPEB costs via plan design changes – especially changes in the Medicare Integrated plans for retirees. The Town has also continued their considerable OPEB funding - based on our work with nearly 300 municipal entities across Massachusetts, the Town of Wayland is in the top 2%-3% in terms of the plan funding.

Using GASB 45 assumptions, the Actuarial Accrued Liability ("AAL") decreased from \$38,537,958 as of December 31, 2012 to \$30,087,993 as of December 31, 2014 or a change of \$8,449,965. During that same period the Annual OPEB Cost, the expense charged to the Town's financial statement for the fiscal year, went from \$2,643,910 to \$1,768,421 for a decrease of \$875,489.

What are the main causes of plan liabilities?

A key driver of plan costs and liabilities is benefits payable after a retiree reaches age 65 and becomes eligible for Medicare. In the current valuation, benefits paid after age 65 represent 73% of the total plan liabilities. Consequently, plan design changes that affect the Medicare eligible population will have the greatest impact on future plan liabilities.

The age at which participants retire and the percentage of participants who elect coverage for themselves and/or a spouse are also significant drivers of liabilities. Unlike a pension plan where a participant receives a reduced benefit for early retirement, a participant in a retiree welfare plan will actually receive a higher benefit by retiring early (more years of benefits to be received plus more years prior to becoming eligible for Medicare). And, with OPEB plans largely being eliminated in the private sector, we would expect you to see higher rates of retirees electing the Town's benefit package for themselves and their spouses.

What about medical care cost inflation?

The future healthcare cost inflation assumption has a significant impact on plan liabilities. In our GASB 45 report we use a long term 5% inflation assumption for healthcare costs. This is based on a 2.5% general inflation assumption plus an additional 2.5% inflation assumption due to an aging population & increased healthcare utilization. The Town's ability to manage future increases in healthcare costs will be a major driver of future plan performance. In the event that healthcare trend rates were 1% higher than forecast and employee contributions were to increase at the forecast rates, the Actuarial Accrued Liability would increase to \$36,956,785 or by 22.8% and the corresponding Normal Cost would increase to \$1,391,181 or by 39.0%. If such healthcare trend rates were 1% less than forecast and employee contributions were to increase at the forecast rate, the Actuarial Accrued Liability would decrease to \$24,408,060 or by 18.9% and the corresponding Normal Cost would decrease to \$696,449 or by 30.4%.

What are the assumptions underlying the valuation & why?

The assumptions used in the GASB 45 report for mortality rates, termination rates, retirement rates mirror those used by the Public Employee Retirement Administration Committee ("PERAC"). The reasoning is that PERAC has done studies of the entire municipal workforce in Massachusetts and we feel that is a better proxy than the Town's individual experience due to your small size. While there are modest assumption differences from the prior valuation due to methods & systems, they do not have a material impact on results. Similar reasoning underlies the choice of an 80% election rate of medical coverage upon retirement and 80% of such people electing to cover a spouse at that time. This is based on what Odyssey Advisors sees over the entire State and not Wayland's own experience due to the small number of retirees you have each year. The long term healthcare inflation trend assumption is 5.0% as described in the previous paragraph.

How does the Premium Based Forecast differ from two years ago & GASB 45?

The Premium Based Forecast AAL went from \$28,469,398 as of December 31, 2012 to \$26,316,361 as of December 31, 2014 for a decrease of \$2,153,037. Given that the plan seeks to achieve full funding on a Premium Based Forecast by December 31, 2038, the funding schedule will see payments for the 2016 fiscal year decrease from \$295,106 (shown on the schedule prepared two years ago) to \$237,883 for a total decrease of \$57,223. Assuming all actuarial assumptions are realized over the next 24 years, the Premium Based Forecast funding schedule reaches the goal of full funding by December 31, 2038 with a payment of \$237,883 for FY 16 and increasing by 2.5% per year.

The main difference in assumption between the GASB 45 report and the Premium Based Forecast is the exclusion of "Implicit Cost" in the Premium Based Forecast. Implicit Cost is an estimate of the difference between what retirees are charged for a particular benefit when the cost of the benefit is applied to a larger group which includes younger (active) participants and the rate that would have been applicable to those retirees if that benefit was acquired for them as a separate group.

Additionally, medical care cost inflation was also adjusted for the Premium Based Forecast to represent management objectives over the near term. In this model premiums were assumed increase by 2.5% in Calendar Year 2016 grading up to the long term trend of 5.0% through Calendar Year 2020 and beyond. The impact of this medical care cost inflation vs. that used in the GASB 45 report is an approximately 7.0% reduction in plan liabilities.

What are some key plan metrics for your GASB 45 study?

While an actuarial valuation under GASB 45 can be very complex with many variables, we find it helpful to look at several key metrics shown below to better allow you to manage your plan.

Representative Plan Statistics

	<u>December 31, 2014</u>	<u>December 31, 2012</u>
Total Actuarial Accrued Liability	30,087,993	38,537,958
Per Eligible Active Plan Participant	20,535	N/A
Per Retiree/Spouse Plan Participant	35,923	48,293
Total Annual Normal Cost (annual benefit accrual)	1,000,770	1,098,973
Per Eligible Active Plan Participant	1,556	N/A
Expected Employer Share of Retiree Costs	1,694,511	1,978,306
Per Retiree/Spouse Plan Participant	3,605	4,043
Unfunded Actuarial Liability as a % of Payroll	N/A	72.00%
Average Annual Medical Plan Premium (Single Coverage)	5,555	N/A
Average Annual Medical Plan Premium (Family Coverage)	20,850	N/A
<u>2018 Excise Tax Thresholds</u>		
Annual Medical Plan Premium (Single Coverage)	10,200	
Annual Medical Plan Premium (Family Coverage)	27,500	

Closing

The Town has benefitted over the two years from relatively flat medical costs, plan design changes, an aggressive funding schedule and solid investment returns. This has put the Town in a very favorable position in relation to the funded status of your OPEB Plan in comparison to your peers in Massachusetts as well as nationally. With that said, it is unlikely that flat medical care costs will continue and we are likely to have some type of reversion to the mean (for those old enough to remember, we saw similar things in the early 1990's). While plan assumptions (medical care inflation, retirement rates, election rates, etc.) will all impact disclosed plan liabilities, they have no impact on the ultimate cost of the plan – that is purely the benefits due to be paid.

It has been our great pleasure to work with the Town on this project and appreciate the focus you place on these issues. We believe you are well positioned going forward in relation to bond ratings, lower financing costs and greater future budgetary flexibility due to the decisions you have made,

As always, if you have questions related to our analysis or need more, please let me know.

Respectfully submitted,

Parker E. Elmore, ASA, EA, MAAA, FCA
President & CEO

c: Ms. Nan Balmer – Town of Wayland

6 POTENTIAL VOTE:
OPEB ARTICLE

ARTICLE 5: OPEB FUNDING

Proposed by: Board of Selectmen, OPEB Advisory Committee

Estimated Cost:

To determine whether the Town will vote to:

- a) authorize the transfer of \$115,018 from the following enterprise and revolving funds to the General Fund:

1) Food Service	\$ 25,000
2) Children's Way	\$ 25,000
3) Pegasus	\$ 46,206
4) Building Use	\$ 9,901
5) Enrichment	\$ 8,911

- b) appropriate an aggregate amount of \$28,769 be deposited in the Town's Other Post-Employment Benefits Trust Fund. The source of the funding shall be from the following enterprise and revolving funds:

1) Food Service	\$ 6,562
2) BASE	\$ 6,885
3) Children's Way	\$ 6,773
4) Full Day Kindergarten	\$ 1,553
5) Water	\$ 3,567
6) Transfer Station	\$ 384
7) Recreation	\$ 1,534
8) Pegasus	\$ 1,074
9) Building Use	\$ 230
10) Enrichment	\$ 207

- c) appropriate \$209,114 to be deposited in the Town's Other Post-Employment Benefits Trust Fund and to determine whether such appropriation shall be provided by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose or otherwise.

FINANCE COMMITTEE COMMENTS: The purpose of this warrant article is to comply with the change in the Town Bylaws adopted at the October, 2012 Special Town Meeting. The Town voted "In order for funds to be made available by the Town for contribution to the Other Postemployment Benefits Trust Fund ("OPEB Trust Fund"), such funds must be appropriated by Town Meeting pursuant to a specific Town Meeting warrant article other than the omnibus budget article." This article proposes that the Town appropriate and fund a \$237,883 contribution for FY 2016 to the OPEB Trust Fund (hereinafter referred to as the OPEB Investment Account). This represents a 17% reduction in the OPEB contribution, from \$285,425 in FY 2015 to the proposed \$237,883 for FY2016, benefiting both taxpayers and program users.

This article has three motions in it. The first motion (paragraph "a" above) authorizes the transfer of monies from Food Services and Children's Way to the General Fund as agreed to by the School Committee last year. Food Service and Children's Way did not have sufficient funds last year to cover their prior years' obligations. The full amount for Food Service and Children's Way that should be

transferred over time are estimated to be \$278,876 and \$276,140, respectively. Last year, the Town voted to transfer \$25,000.00 from each of Food Service and Children's Way, leaving \$253,876 and \$251,140 to be transferred in the future.

The amounts listed for the other three programs in the first motion represent catch-up or parity payments that each of these programs should have made previously.

The second motion (paragraph "b" above) appropriates the amounts listed from each of the funds to the OPEB Investment Account. These amounts are the pro rata share for each of the listed funds of the total recommended OPEB appropriation based on the number of benefits-eligible active employees in each department.

The third motion (paragraph "c" above) appropriates \$209,114, which represents the balance of the total OPEB recommended appropriation of \$237,883.

OPEB Introduction

The Town of Wayland, like virtually all municipalities in Massachusetts, offers its retirees both pensions and health insurance benefits. These health insurance benefits fall into a category known as "Other Post-Employment Benefits" or OPEB. In simple terms, the OPEB benefits accrue for current active employees and are then paid to them during their retirement many years in the future. As such, money for these benefits are generally set aside now and allowed to accumulate over multiple years or decades as the future benefit accrues. All such benefit accruals are subject to a number of rules, assumptions and accounting practices that hold considerable sway on the estimated present value of the OPEB obligations.

During the prior year, the OPEB Advisory Committee has continued its work to lower the overall cost of OPEB benefits and, using a Premium Based approach, determine an appropriate contribution to the OPEB Investment Account that will achieve fully funded status by 2038.

A more complete presentation of the Committee's work can be found in the OPEB Committee Report at the end of this Warrant (Appendix xx). Also, please refer to Warrant Article #4 in Wayland's 2014 Annual Town Meeting Warrant for additional background information.

Current Status

As of 12/31/2014, Wayland's Actuarial Accrued Liability (AAL) as calculated using GASB 45 assumptions was \$30,087,993. Using Wayland's Premium Based assumptions, the AAL is \$26,316,361. The market value of Wayland's OPEB Investment Account as of 12/31/2014 was \$12,305,046.

Assumptions used to calculate the FY2016 OPEB Investment Account Contribution

Continuing to build upon the work begun last year, the OPEB Advisory Committee is using a Premium Based approach for calculating the recommend contribution of \$237,883 to the OPEB Investment Account. This contribution assumes an asset return of 7% and a health care premium inflation rate of 2.5% in calendar year 2016, growing to 5% in calendar year 2020 and holding there for the remainder of the calculation period.

The OPEB Committee voted 5-0 to support this article

The School Committee voted 5-0 support this article.

The Personnel Board voted x-x to support this article (will vote on March 2).

ARGUMENTS IN FAVOR: Arguments for funding OPEB in FY2016 include:

1. Fairness to employees, retirees and future taxpayers: Wayland first voted to provide OPEB in 1968, and these benefits have been an integral part of the total compensation package provided to our OPEB eligible employees ever since. To not fund the OPEB Investment Account in FY2016 at all while

continuing to promise OPEB to today's employees effectively pushes the cost of today's OPEB onto tomorrow's taxpayers, which is both unfair and fiscally irresponsible.

2. **Responsible Investment Management:** the Town can lower the cost of OPEB on Wayland taxpayers by making regular contributions to the OPEB Investment Account that are then invested in a fiscally prudent manner over time. The investment returns will reduce the level of OPEB contributions by the Town from levels that it would otherwise have had to contribute had it not contributed the money today and benefited from future investment returns.

Arguments for transferring monies from the listed Enterprise and Revolving funds in FY2016 include:

1. **Fairness to current taxpayers:** The Enterprise & Revolving funds are designed to be completely self-financing from user fees without taxpayer support, and they have a number of employees who qualify for OPEB. Prior to FY 2014, these funds had not contributed to the OPEB Investment Account.

Arguments for funding to the Premium Based level of \$237,883 instead of the higher GASB 45 level include:

1. **More Accurate:** A careful examination of the GASB 45 projection reveals that it calls for funding that exceeds the anticipated cash cost of OPEB health insurance premiums, as billed to Wayland by the West Suburban Health Group for our current health plans. The lower level is a more accurate projection.
2. **Permissible:** It is permissible for Wayland to fund at this lower level under current GASB accounting rules, so long as the Town explains its rationale. The funding strategy will be fully described in the Notes to Wayland's financial statements. The OPEB liability will still be shown under GASB 45 assumptions on Wayland's financial statements, but it is an "off balance sheet" liability under current GASB accounting rules.
3. **Maintains AAA bond rating:** There has not been any negative impact to Wayland's AAA bond rating from Wayland's OPEB funding plans to date. Wayland's current OPEB Investment Account balance of approximately \$ 12.3 million as of December 31, 2014 is proportionally among the highest in Massachusetts and will remain so with the additional contribution proposed in this article.

ARGUMENTS OPPOSED: Arguments for not funding the OPEB Investment Account at all in FY2016:

1. **Overfunding:** Wayland has been overly aggressive in funding OPEB, especially in FY2008 to FY2012. This is reflected in the Net OPEB Asset of approximately \$4.0 million in the Odyssey Advisors 2014 valuation. The Town can well afford to entirely skip its OPEB Investment Account contribution in FY2016. The Town could even draw down a portion of the approximately \$12.3 million in the OPEB Investment Account to make some or all of the approximately \$1.6 million FY 2016 OPEB "pay as you go" payments to current retirees.
2. There are other steps the Town could take to further reduce the scope of its promises of future OPEB obligations. They include raising the minimum retirement age closer to the Medicare eligibility age of 65, increasing the required years of service, reducing the Town's portion of OPEB cost-sharing, and finding lower cost health insurance options. These steps could lead to a lower level of funding for the OPEB Investment Account.

Arguments for not transferring monies from the listed funds to the General Fund

1. These funds were never intended to be completely self-funded. There is a public policy argument to be made that the Town should bear some of this cost.

2. Some of these funds will have difficulty in immediately passing the cost of OPEB along to their customers in the form of higher user fees in FY2016, and need more time to make this transition.
3. The General Fund is in a better position to fund these obligations.

Arguments for funding the OPEB account at the higher GASB 45 level in FY2016

1. Wayland has the means to fund at this higher level now and in future years, which may allow the Town to eliminate the unfunded OPEB liability even sooner than 2038.
2. Wayland will have an even better chance of maintaining its top bond rating by funding at the GASB 45 level.
3. Wayland will be better situated if GASB decides in the future to mandate the funding of OPEB according to GASB 45 assumptions.

RECOMMENDATION: The Finance Committee recommends approval. Vote: 7-0

QUANTUM OF VOTE: Majority – see Massachusetts General Laws Chapter 40, Section 5 and Chapter 44, Section 33B

For more information about this article, contact Brian Keveny, Finance Director, at (508) 358-3611, email bkeveny@wayland.ma.us.

ARTICLE LIST FOR 2015 ANNUAL TOWN MEETING

Article	2015 Article Name	Sponsor	Assignee Selectmen	Assignee FinCom	Position Selectmen	Position FinCom
1	Recognize Citizens and Employees for Particular Service to the Town	Board of Selectmen	J. Nolan	T. Greenaway	5-0	7-0
2	Pay Previous Fiscal Year Unpaid Bills	Board of Selectmen	J. Nolan	T. Greenaway	5-0	7-0
3	Current Year Transfers	Finance Committee	J. Nolan	T. Greenaway	5-0	7-0
4	Create Chapter 44 Section 53 F 1/2 Recreation Enterprise Fund	Board of Selectmen	J. Nolan	C. Martin		
4A	Create Chapter 44 Section 53D Recreation Revolving Fund	Board of Selectmen	J. Nolan	C. Martin		
5	OPEB Funding	Board of Selectmen	T. Boschetto	B. Steinberg		7-0
6	FY 2016 Omnibus Budget	Finance Committee	T. Boschetto	T. Greenaway		6-0
7	Compensation for Town Clerk	Board of Selectmen	C. Karlson	T. Greenaway	5-0	6-0
8	Personnel Bylaw and Wage & Classification Plan	Personnel Board	C. Karlson	T. Greenaway	5-0	7-0
9	Accept Valor Act to Establish Veterans Property Tax Workoff Program	Board of Selectmen	E. Collins	D. Watkins	5-0	6-0
10	Resolution Regarding ESCO Project Changes	Board of Selectmen	C. Karlson	B. Steinberg		7-0

#7 ATM ARTICLES

ARTICLE LIST FOR 2015 ANNUAL TOWN MEETING

Article	2015 Article Name	Sponsor	Assignee Selectmen	Assignee FinCom	Position Selectmen	Position FinCom
11	Inspection Testing and Maintenance of Privately Owned Water Based Fire Suppression Systems	Board of Selectmen	E. Collins	N. Funkhouser	5-0	6-0
12	Set Aside Community Preservation Funds for Later Spending	Community Preservation Committee	E. Collins	N. Funkhouser	5-0	7-0
13	Set Aside for Later Spending \$2 Million for Open Space	Community Preservation Committee	E. Collins	N. Funkhouser		6-0
14	Transfer Community Housing Funds to Wayland Municipal Affordable Housing Trust Fund	Community Preservation Committee	E. Collins	N. Funkhouser	5-0	6-0
15	Implement Solar Energy: Power Purchase and License Agreement and Authorization for PILOT	Board of Selectmen	C. Karlson	D. Watkins		
16	Fund Glezen Lane Traffic Control Measures	Board of Selectmen	E. Collins	B. Steinberg		
17	Land and Easement Acquisitions for Route 30 and 27 Intersection Improvements	Board of Selectmen	J. Nolan	T. Abdella		4-0-2
18	Withdraw from Minuteman Regional Vocational School District	Board of Selectmen	T. Boschetto	G. Wolin	5-0	
19	Amendments to the District Agreement for the Minuteman Regional Vocational School District	Board of Selectmen	T. Boschetto	G. Wolin		

ARTICLE LIST FOR 2015 ANNUAL TOWN MEETING

Article	2015 Article Name	Sponsor	Assignee Selectmen	Assignee FinCom	Position Selectmen	Position FinCom
20	Amend Bylaw re: Reconsideration of Articles by Town Meetings	Petitioners	C. Karlson	G. Wolin		
21	Amend Chapter 193 – Stormwater and Land Disturbance Bylaw	Conservation Commission	M. Antes	T. Greenaway		
22	Authorization for the Town of Wayland to Grant an Additional License for the Sale of All Alcoholic Beverages not to be Drunk on the Premises	Petitioners	E. Collins	D. Watkins		5-0-1
23	Fund Payment in Lieu of Sewer Betterment Assessment for Town Owned Buildings	Board of Selectmen	C. Karlson	T. Abdella		
24	Transfer Dudley Woods Parcels for Passive Recreation	Board of Selectmen	C. Karlson	C. Martin	4-0-1	7-0
25	Design and Construct Trails and Signage at Dudley Woods	Community Preservation Committee	C. Karlson	C. Martin		7-0
26	Acquire Open Space Parcel in Sage Hill Subdivision	Board of Selectmen and Conservation Commission	M. Antes	T. Abdella		6-0
27	Construct Rail-Trail in Wayland	Community Preservation Committee	J. Nolan	B. Steinberg	5-0	7-0
28	Acquire Municipal Parcel in Town Center and Convey Access Easement in Town Center	Board of Selectmen	C. Karlson	B. Steinberg		7-0

ARTICLE LIST FOR 2015 ANNUAL TOWN MEETING

Article	2015 Article Name	Sponsor	Assignee Selectmen	Assignee FinCom	Position Selectmen	Position FinCom
29	Appropriate Funds for Due Diligence and Feasibility Design for a Proposed Council on Aging/Community Center at Wayland Town Center	Board of Selectmen	M. Antes	C. Martin		7-0
30	Amend Chapter 36 of the Current Bylaws	Petitioners	M. Antes	T. Greenaway		
31	Accept Chapter 390 of the Acts of 2014 to Establish a Tax Title Collection Revolving Fund	Board of Selectmen	T. Boschetto	G. Wolin		
32	Town will Enforce Lowest Speed Limit Allowed by Law	Petitioners	T. Boschetto	T. Greenaway		
33	Appropriate Funds to Create Stewardship and Land Management Plans for Conservation Land	Community Preservation Committee	M. Antes	N. Funkhouser		
34	Resolution to Continue Electronic Voting Through FY 2019	Petitioners	E. Collins	B. Steinberg		5-1-1
35	Prohibit Roadside Distribution of Phone Books and Advertising	Petitioners	T. Boschetto	T. Greenaway		No position
36	Acquire Land and House at 246 Stonebridge Road	Community Preservation Committee	M. Antes	N. Funkhouser		6-0-1

ARTICLE LIST FOR 2015 ANNUAL TOWN MEETING

Article	2015 Article Name	Sponsor	Assignee Selectmen	Assignee FinCom	Position Selectmen	Position FinCom
37	Appropriate Funds to Stabilize Two Arches of Stone's Bridge	Community Preservation Committee	M. Antes	N. Funkhouser		6-0
38	Design of a Multi-Use Grass Playing Field at Oxbow Meadows (Former Nike Site)	Community Preservation Committee	J. Nolan	C. Martin		6-0
39	Increase Water Rates for High Density Housing	Petitioners	C. Karlson	T. Greenaway		
40	Hear Reports	Board of Selectmen	J. Nolan	T. Greenaway	5-0	7-0
41	Choose Town Officers	Board of Selectmen	J. Nolan	T. Greenaway	5-0	7-0
42	Accept Gifts of Land	Board of Selectmen	J. Nolan	T. Greenaway		
43	Sell or Trade Vehicles and Equipment	Board of Selectmen	J. Nolan	T. Greenaway		

TOWN ADMINISTRATOR'S REPORT

FOR THE WEEK ENDING FEBRUARY 20, 2015

1. POTENTIAL FUTURE MEETINGS AND KNOWN AGENDA ITEMS

1. Monday March 9th : *No meeting scheduled at this time – Warrant Preparation*
2. Monday March 16th: Interview and appoint HDC members, Vote Positions on Warrant Articles
3. Monday March 23rd : Vote Positions on Warrant Articles
4. Monday March 30th : Selectmen's Warrant Article Hearing

Other Matters to Be Scheduled: Rivers Edge Committee: Presentation of Request for Proposal to Secure a Developer, Transfer of Rivers Edge Land from BOPW to BOS; Review of Committee Charges (Audit, PMBC, Municipal Building Planning); Review Environmental Bond Bill status for Rivers Edge Project, Vote Positions on Warrant Articles

2. IT – UPDATE

The IT firm of Elysium, recommended through our insurance company, along with a no-cost federal Homeland Security consultant will report in about 3 weeks on the cause and effects of the two to three computer break-ins and will recommend the appropriate software protection and ongoing cyber protection protocols to put in place to fit the town systems. We have not yet received conclusive information on what anti-virus, ant-spam, and malware protection was on the town's computers when the incidents happened, after the incidents happened and at the present. On-line banking in the Treasurer's office is now secured with a dedicated, terminal equipped with encryption software.

Mr. Senchyshyn and I met with a representative of MIIA to review insurance coverage. Coverage of this risk is provided under evolving products. We have not yet determined if there is appropriate coverage for our needs.

3. 4 LILLIAN WAY

A fourth home sold at River Trail. Beth Doucette is working with Cindy Cincotta to document and track the required cash gifts to the town.

4. SOLAR PROJECT

The Energy Committee followed up on 2 questions: 1) Review of the alternative of leasing space for a solar project rather than entering into a Power Purchase Agreement – Ameresco responded that it *"is not willing to make an offer to the Town of Wayland to lease the parking areas only. It is not our business model to develop projects without a buyer or a controlled site already established."*, 2) Snow Plowing: Due to alteration in design of the carports, the DPW Director determined that it will be possible to use a loader to remove snow under and around the carports.

5. DPW REPORTS

Attached are the DPW Director's January / February reports and the 2015 / 2016 road resurfacing program approved by BOPW.

Construction of the Sudbury Rd. Sidewalk has been approved for \$92,500 under Chapter 90. The schedule for the project is as follows: 1) Advertise in the Central Registry – 3/11, 2) Conservation Commission – 3/12, 3) Bid Docs to Town for review – 3/11, 4) Bid Docs available to Contractor – 3/16, 5) Contractor Bids due – 3/31, 6) Bid Review – 4/6, 7) Town to award contract – 5/1, 8) Preconstruction Meeting – 5/1, 7) Construction should take approximately 4-6 weeks so you'd be looking at completion in June.

The DPW Director, Police Department and I are responding to numerous concerns about snow at intersections. The DPW staff is working steadily to create better lines of sight for motorists and clear sidewalks.

6. STATE BUDGET CUTS

The Department Heads responded quickly to a request from Senator Ross and Rep. Gentile for a comprehensive list of state funding provided to or applied for by the Town. The legislative delegation is meeting with Ways and Means to defend funding for state funded municipal and school programs

7. TOWN MEETING

The Facilities Director is working with the ELVIS Committee and Moderator to consider the Committee's recommendation to add additional screens at Town Meeting. If agreed, the proposal will come to me for potential presentation to the Finance Committee for funding. (See attached)

8. TREASURER'S OFFICE

The Treasurer / Collector is on a leave of absence. The firm of Strategic Municipal Partners is providing 20 hours per week of support to operate and improve the Treasurer's operation. I appointed the Assistant Town Administrator Acting Treasurer / Collector and authorized signatory on the Town's accounts.

DPW Director's Report

February 20, 2015

Project Updates

- Happy Hollow Chem Feed Facility: Work is on hold due to weather, Tata & Howard is requesting an extension by the MassDEP through July 1, 2015.
- Boston Post Road Water Main: Project is substantially complete.
- Pinebrook Road Water Main: Project is shut down for winter until April 1; contractor will return in spring to tie into Boston Post Road and Old Connecticut Path.
- Campbell Pump Station Upgrades: Chemical upgrades are complete; final site inspection and MassDEP inspection completed on January 21, 2015.

The DPW has performed work of routine nature plus the following

Highway Division

- Treated and plowed roads for 13 recent storm events
- Removed snow from the Cochituate and Town Center Business Districts
- Assisted Water Division with 2 water breaks
- Continue to widen roadways, open up intersections, and address sight-line issues

Park Division

- Conducted 6 cemetery burials
- Assisted the Highway Division with snow operations
- Reconditioned 2 utility trailers

Water Division

- Repaired Water Main Break at 27 Joyce Road
- Assisted Wayland Excavating with a full water service replacement at 84 Dudley Road
- Used backhoe to remove snow around hydrants at the end of dead end roads
- Began meter reading on 2/3/2015
- Recently 2 Filter Cartridges failed an integrity check on skid 1. Preparing to make repair of filter following the Koch cartridge repair procedure
- Asbestos pipe training for 4 employees
- Assisted the Highway Division with snow operations
- Troubleshoot issue with frozen ozone generator lines
- Methuen Construction began repairs on damaged ozone generator equipment and cooling lines
- LCS Controls began work to address SCADA/ozone alarm call-out problems
- Tested chemical feed pump shutdown alarms for well locations

Transfer Station Division

- Through February 20, 2,063 Full Stickers have been sold. Of those, 1290 were paid by check (63%), 724 were paid by credit card on-site (35%), and 49 were purchased online (2%).
- Through February 20, 188 Recycle Only Stickers have been sold. Of those, 136 were paid by check (72%) and 52 (28%) were paid by credit card.

DPW Director's Report

January 13, 2015

Updates

- Recent Water Main Breaks – Dudley & Hawthorne
- Pinebrook Water Main Replacement
- Route 27/Route 30 Intersection Update
- Route 30 / School Street / East Plain Intersection Update
- West Plain & Old Connecticut Path Intersection
- Ongoing Water Projects (see attached)
- Transfer Station Reconstruction
- Glezen Lane & Old Sudbury Road Traffic Calming
- Status of Hiring DPW Water Superintendent

The DPW has performed work of routine nature plus the following

Highway Division

- Treated roads for four recent storm events
- Mapped drainage for Pinebrook and Dairy Farm Roads
- Assisted Water Division with 2 water breaks
- Rebuilt a collapsed catch basin on Bent Ave

Ork Division

- Finished block for beach sidewalk and planters
- Completed fall fertilizing for all fields
- Add wood chips to Loker and Claypit Hill playgrounds

Water Division

- Took Lead & Zinc samples at all well locations, except Meadowview which will be taken within the next month.
- Completed Route 4 Water Meter Readings
- Responded to water service leak at 84 Dudley. Service could not be repaired at the time due to NSTAR utility pole and gas line directly over water service. NSTAR examined issue and agreed that they need to relocate the utility pole before the water service can be repaired. The Water Division connected a temporary service from 80 Dudley, with homeowner and tenant permission, to 84 Dudley. The Water Division will finish the repair ASAP after the pole is moved. The homeowner at 84 Dudley was satisfied that the DPW did all that they could.

Transfer Station Division

- Through January 6, 2040 Full Stickers have been sold. Of those, 1268 were paid by check (62%), 723 were paid by credit card on-site (36%), and 49 were purchased online (2%).
- Through January 6, 188 Recycle Only Stickers have been sold. Of those, 136 were paid by check (72%) and 52 (28%) were paid by credit card.
- Construction has been completed: the compactor units have been reinstalled with new decking and rails in place.

Approved
1/13/15 BOPW

Wayland DPW Highway - Road Resurfacing Program 2015/16

Time Table	Road Name	Category	Width ft	Length ft	Total Sq Ft*	Repair Method	Estimated Cost	Estimated Time
July	Rt 30 West	Connector	50,30	1104-2100	120408	3	\$221,769.00	
May - June	Happy Hollow	Local	24	1262	30288	2	\$69,579.00	
May - June	Rice Spring Lane	Local	26	2475	64350	2	\$139,526.00	
May - June	Juniper Lane	Local	26	330	8580	2	\$19,848.00	
May - June	Goodman Lane	Local	26	687	17862	2	\$41,530.00	
May - June	Nolan Farm Rd	Local	24	400	16835	2	\$39,370.00	
							209,650	
Aug - Sept	Rich Valley Rd	Local	23	2400	60739	2	\$127,771.00	
Aug - Sept	Sylvan Way	Local	22	1173	25806	2	\$58,015.00	
Aug - Sept	White Rd	Local	23	1920	44160	2	\$99,037.00	
Aug - Sept	Lundy Lane	Local	22	941	20702	2	\$43,788.00	
							1	
Sept	Old Conn Path East	Connector	30-23	3300-5500	225500	3	\$466,602.00	
							\$1,326,835.00	

- 1- Reconstruction** Road bed with new darainage, profile alignment and pavement
- 2- Reclamation** Pulverize old surface, some drainage work, grade and place a minuium 3" bituminous asphalt surface.
- 3- Resurfacing** Place an overlay layer over the road either "as is" or cold plane the existing surface

Notes: Completion schedule is dependent on favorable weather conditions and no unforeseen site complicatioins.

* Total sqft may also include sqft of cul de sac's and or areas of intersections.

BUDGET ANNUAL TOWN MEETING

current audio and video

with upgraded video

	FY14	FY15	FY16	FY15	FY16
Annual (spring-4 days)					
POSTMASTER	\$ 1,272.24	\$ 1,400.00	\$ 1,400.000	\$ 1,400.00	\$ 1,400.000
PRINT WARRANTS	\$ 3,942.00	\$ 4,100.00	\$ 4,200.000	\$ 4,100.00	\$ 4,200.000
AUDIO/VIDEO	\$ 10,780.00	\$ 13,830.00	\$ 14,200.00	\$ 19,992.50	\$ 20,500.00
MISC LABOR AND WAGES	\$ 2,250.00	\$ 2,400.00	\$ 2,400.000	\$ 2,400.00	\$ 2,400.000
ELECTRONIC VOTING	\$ 42,971.99	\$ 48,468.00	\$ 48,468.000	\$ 48,468.00	\$ 48,468.000
CHAIR RENTAL	\$ 1,315.00	\$ 1,400.00	\$ 1,400.000	\$ 1,400.00	\$ 1,400.000
FIRE OT	\$ 789.07	\$ 900.00	\$ 900.000	\$ 900.00	\$ 900.000
RECLASS DEPT EXPENSES	\$ 6,900.80	\$ 7,100.00	\$ 7,200.000	\$ 7,100.00	\$ 7,200.000
	\$ 70,221.10	\$ 79,598.00	\$ 80,168.00	\$ 85,760.50	\$ 86,468.00
 Special (fall-1 day)					
CHAIR RENTAL	\$ 1,195.00		\$ 1,400.000		\$ 1,400.000
ELECTRONIC VOTING	\$ 18,022.42		\$ 16,958.000		\$ 16,958.000
AUDIO/VIDEO	\$ 3,510.00		\$ 4,300.00		\$ 7,600.00
MISC LABOR AND WAGES	\$ 720.00		\$ 800.000		\$ 800.000
POSTMASTER	\$ 786.57		\$ 900.000		\$ 900.000
FIRE OT	\$ 197.27		\$ 200.000		\$ 200.000
RECLASS DEPT EXPENSES	\$ 1,725.20		\$ 1,900.000		\$ 1,900.000
	\$ 26,156.46		\$ 26,458.00		\$ 29,758.00
	\$ 96,377.56	\$ 79,598.00	\$ 106,626.00	\$ 85,760.50	\$ 116,226.00

\$ 6,162.50 incremental difference to upgrade video FY15

FY14 are actual historical numbers.

FY15 and FY16 Electronic Voting are contract numbers

FY15 audio/video price quotes.

Remainder of FY15 and FY16 numbers are 2.5% escalation from FY14 figures.

*2/27/15
Ben Keefe*



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

TOWN OF WAYLAND

41 COCHITUATE ROAD
WAYLAND, MASSACHUSETTS 01778

BOARD OF SELECTMEN

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

BOARD OF SELECTMEN
Monday, March 2, 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 Invoice of Deutsch Williams Brooks DeRensis and Holland PC, Account No. 5673-01M, Invoice No. 160, Service through January 31, 2015: \$1,188.57
3. Vote the Question of the Invoice of Mirick O'Connell, Invoice 306831, February 17, 2015: \$238.20

DEUTSCH WILLIAMS BROOKS
DeRENSIS & HOLLAND, P.C.
ONE DESIGN CENTER PLACE, SUITE 600
BOSTON, MASSACHUSETTS 02210-2327
(617) 951-2300
Fax (617) 951-2323

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FEB 23 2015

Board of Selectmen
Town of Wayland

INVOICE FOR LEGAL SERVICES

Town of Wayland
Town Building
41 Cochituate Rd.
Wayland MA 01778

Page 1
02/19/2015
Account No. 5673-01M
Invoice No. 160

Attn: Town Administrator

Labor

BALANCE DUE

\$1,188.57

MIRICK O'CONNELL
ATTORNEYS AT LAW
100 FRONT STREET
WORCESTER, MASSACHUSETTS 01608-1477
508-791-8500 FAX 508-791-8502
FED. EMPLOYMENT I.D. NO. 04-2203347

Robert Mercier, Interim Town Manager
Town of Wayland
Wayland Town Building
41 Cochituate Road
Wayland, MA 01778

Date 02/17/15
Invoice Number 306831

24886 Wayland, Town of 011 Mirick

Matter# Matter Name

Total Services and Disbursements. \$238.20

PAYMENT DUE UPON RECEIPT, EXCEPT AS OTHERWISE AGREED UPON.



TOWN OF WAYLAND

41 COCHITUATE ROAD
WAYLAND, MASSACHUSETTS 01778

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**REVISED LIST OF PUBLIC DOCUMENTS PROVIDED TO
THE BOARD OF SELECTMEN FROM FEBRUARY 20, 2015,
THROUGH AND INCLUDING FEBRUARY 26, 2015,
OTHERWISE NOT LISTED AND INCLUDED IN THE
CORRESPONDENCE PACKET FOR MARCH 2, 2015**

Items Distributed To the Board of Selectmen – February 20-26, 2015

1. None

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 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



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

TOWN OF WAYLAND

41 COCHITUATE ROAD
WAYLAND, MASSACHUSETTS 01778

BOARD OF SELECTMEN

MARY M. ANTES
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JOSEPH F. NOLAN

BOARD OF SELECTMEN
Monday, March 2, 2015
Wayland Town Building
Selectmen's Meeting Room

CORRESPONDENCE

Selectmen

1. Letter of 2/25/15 from Nan Balmer, Town Administrator, to Gloria and Phillip Villari, re: Response to Letter regarding Damages to the Corner of Route 27 and Winthrop Road
2. Memorandum of 2/19/15 from Robert Irving, Chief of Police, to Nan Balmer, Town Administrator, re: Dudley Chateau
3. Invitation to Seventh Annual League of Women Voters Civics Bee, Sponsored by League of Women Voters, March 15, 2015
4. Monthly Report, Fire Department, February 1-24, 2015

Conservation Commission

5. Letter of 2/24/15 from Sherre Greenbaum, Chair, Conservation Commission, to Thomas Wray Falwell, re: Lincoln Road Conservation Restriction

Zoning Board of Appeals

6. Public Hearing, March 10, 2015, 3 Winthrop Road

Minutes

7. River's Edge Advisory Committee, January 8, 2015



TOWN OF WAYLAND

41 COCHITUATE ROAD
WAYLAND, MASSACHUSETTS 01778

NAN BALMER
TOWN ADMINISTRATOR
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BOARD OF SELECTMEN
MARY M. ANTES
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JOSEPH F. NOLAN

February 25, 2015

Mr. and Ms. Gloria and Philip Villari
3 Winthrop Road
Wayland MA 01778

Dear Mr. and Ms. Villari,

Thank you for your letter of February 18th regarding the effects of the town's snow operations on your fence. This morning I reviewed your correspondence with DPW Director Stephen Kadlik.

As you can imagine, with this year's record snowfall, it has been more difficult than ever to keep the roads and intersections safe and clear. You and other residents are concerned when snow plows and other machinery unavoidably cause damage to private property. As Mr. Kadlik advised you, the town is insured for these damages and we encourage you to file a claim for any damage done to your property that is not within the town's right of way. The entire roadway of the town is 50 feet wide and extends 6 to 10 feet from the curb on each side. This area is vital for the town for the storage of snow. As you may know, due to several "near miss" accidents, the Police Department requested special attention to clearing snow at the intersection of Route 27 and Winthrop to create better lines of sight for motorists and improve public safety. We appreciate your suggestion that snow from the roadway should be moved to the Center School Park rather than placed in the right of way. Unfortunately, the town's protocol is to store snow in the right of way first rather than to move it a distance to other public spaces.

We apologize for any damage or frustration that the town's snow operations may have caused you. Please know that there was no intention to cause you frustration or harm your property and that the actions of the DPW staff are always intended to improve public safety.

Thank you for making me aware of your concerns and feel free to contact me at (508) 358-7701.

Sincerely,


Nan Balmer

Town Administrator

CC: DPW Director
Board of Selectmen

①



LEAGUE OF
WOMEN VOTERS®

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FEB 23 2015

Board of Selectmen
Town of Wayland

***The Leagues of Women Voters
of Sudbury, Wayland and Weston***

Invite you to

***The Seventh Annual League of Women Voters
Civics Bee***

Featuring Intergenerational Town Teams

Sunday, March 15, 2015 2-4 p.m.

***Wayland High School Auditorium
264 Old Connecticut Path
Wayland, MA***

Teams from the three towns' middle schools, high schools, and adults compete and test their knowledge of the Constitution, the Bill of Rights and the Civil Rights Movement.



Wayland Fire Department

Public Safety Building
38 Cochituate Road
Wayland, MA 01778



Vincent J. Smith
Chief of Department
Email: vsmith@wayland.ma.us

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

Monthly Report to the Town Administrator February 1-24, 2015

This report is abbreviated because my last day in the employ of the Town of Wayland is/was February 24th. In an informal agreement with Chief Irving, I have decided to provide a simple, straightforward, and brief report that he can easily outdo. I owe it to him, but just this once.

February 2015 will always be remembered as the winter that minimized the blizzard of '78. Experiencing both, I agree. The public safety agencies which include the DPW had extra personnel on duty to handle the calls for help. I am pleased to report that every call for assistance was handled safely and efficiently. Our ambulance was stuck in heavy snow once on Erwin Road, but while the DPW came to our aid, the ambulance crew hand-carried their equipment to the home to check the patient. Everything turned out well because the patient did not require transport to the hospital and the DPW freed our ambulance without causing any damage.

During the back-to-back snowstorms, the Fire Department received both accolades and criticism for hydrant shoveling. Many folks were pleased to see our personnel out in the frigid weather clearing the snow away from hydrants while others could not understand why it takes so long to clear 600 hydrants. We're still not done, but getting more and more hydrants cleared every day. Our thanks to the DPW who are assisting us daily with handling hard packed and monstrous snow banks which hide the hydrants.

Along with the deep snow, come dangers with building heating vents being clogged and heavy loads on the roof of buildings. We responded to carbon monoxide incidents and calls for resident who thought their homes were in danger due to the snow load on the roof. I am pleased to say that no buildings were damaged in town due to the snow load.

The snowstorms were in danger of canceling a food pantry delivery from Stop and Shop (a great community partner in many ways) so Deputy Chief Houghton's crew interrupted hydrant shoveling long enough to take the food from Stop and Shop (in our second line ambulance) to Parmenter Health center for distribution. Thanks to all those who helped!



The WFD statistics for this partial month are not included in this report, but I'm sure the new Fire Chief will bring you up to date.

Yesterday, I thoroughly enjoyed myself at the Town Hall reception in my honor, followed closely by the recognition of my service by the Board of Selectmen. I would like to emphasize again what a pleasure it is to work in Wayland with elected and appointed officials that are true professionals. Also the continuing support of the public safety agencies' services is appreciated!

Lastly, I want to wish Acting Fire Chief David Houghton the very best in leading the department until a permanent Fire Chief is named. I hope the decision comes soon, and I wish the permanent Chief good luck and a safe tenure. I know that the Town will support him and the department as it has in the past.

See you at town meeting!

-Vinnie-



TOWN OF WAYLAND
MASSACHUSETTS
01778
CONSERVATION COMMISSION

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

February 24, 2015

Thomas Wray Falwell, Trustee of Lincoln Road Trust
9 Damonmill Square
Suite 4D
Concord, MA 01742

Re: Lincoln Road Conservation Restriction

Dear Mr. Falwell:

Pursuant to Section VI of the Conservation Restriction, we hereby give notice of our intention to conduct an educational event, a bird walk, outside designated trails on the Premises.

The event is planned for Saturday May 9, 2015, from 8:00-10:00 am, for the purpose of observing the spring bird migration. The rain date for the event is Saturday May 16, 2015, from 8:00-10:00 am.

We look forward to your response to this notice and approval of the event.

Thank you.

Sincerely,


Sherre Greenbaum, Chair

cc: Conservation Commissioners
Nan Balmer, Town Administrator

RECEIVED

FEB 24 2015

Board of Selectmen
Town of Wayland

(5)



TOWN OF WAYLAND
MASSACHUSETTS
01778
BOARD OF APPEALS

Selectmen

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

A public hearing will be held on MARCH 10, 2015 at the TOWN BUILDING, 41 COCHITUATE ROAD, WAYLAND on the following application at the time indicated:

8:20 p.m. Application of PHILLIP & GLORIA VILLARI for any necessary approvals, modifications, special permits, variances as may be required to renew a special permit for a home occupation (physical & massage therapy) under the Town of Wayland Zoning By-Laws Chapter 198 Sections 104, 201, 203, 901.1.2 and 804-Table of Permitted Accessory Uses by Districts (Use #62). The property is located at 3 WINTHROP ROAD which is in a SINGLE RESIDENCE DISTRICT. (15-03)

At the conclusion of the hearings on the aforementioned applications, the Board may then meet for the purpose of deciding on or deliberating toward a decision on any applications previously heard by it and to which no decision has yet been filed or any other public business before the Board.

BOARD OF APPEALS

E. Michael Thomas
Eric Goldberg
Aida Gennis
Thomas White
Michael Connors

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FEB 20 2015

Board of Selectmen
Town of Wayland

(6)

River's Edge Advisory Committee (REAC)

Minutes of Meeting held on January 8, 2015

The following members were present: Jerome Heller (Chair), Rebecca Stanizzi, Daniel Hill, Robert Morrison, Bill Steinberg, Bill Sterling, Christine DiBona, and Michael Wegerbauer (8:45). Absent: Anthony Boschetto

Guests: Stephen Anderson, David Weiner of Anderson & Kreiger (A&K)

Meeting was called to order at approximately 7 P.M.

No public comment

Minutes of Dec 16, 2014. One minor correction. Minutes were approved on motion by Bill Steinberg, seconded by Becky, and unanimously voted.

Steve Anderson stated that A&K had made significant progress on the drafting of the RFP and related documents such as the Land Disposition Agreement (LDA), Right of Entry Agreement, and Repurchase Agreement. However there are some major business points that need to be discussed to provide guidance to the firm in finishing the drafting before they can circulate the documents. He referred to an Outline for River's Edge Advisory Committee Meeting (1/8/15) for the key issues to be addressed for the RFP/LDA.

1. The first item to be addressed was the Deposit. After discussion it was generally agreed that an initial \$10,000 deposit was appropriate with an additional deposit due upon execution of the LDA bringing it up to 5% of the purchase price.
2. The next item was the Due Diligence Period following the execution of the LDA. After discussion, the committee agreed with the recommended option shown on the Outline at Par 2.a.i,ii,iii, and iv, basically providing for a 60 day due diligence period. However, if the Buyer finds something material not already disclosed in the material provided by the Town and terminates the LDA, he is entitled to his deposit except for the \$10,000 initial deposit.

3. The next item was Conditions Precedent to Closing dealing with what occurs after the expiration of the due diligence period that would require the Buyer to close. Referring to the Outline, the committee agreed that the options shown at Par 3.a.ii.1,2,3,and 4 all should be required however, the Buyer will have 6 months to obtain the items listed. Provided the Buyer is proceeding in good faith, this period of time may be extended an additional 3 months upon payment of a \$50,000 deposit, and a further 3 months upon payment of a \$100,000 deposit. If the Buyer terminates the LDA, he will forfeit all of the deposit. There was some discussion about granting further extensions if the Buyer has been denied a permit and is diligently appealing or where a permit has been granted and then appealed by a third party. In such cases, the Board of Selectmen (BOS) may have to decide if the extension should be granted or if the delay is a result of a third party appeal, the Buyer can elect to extend to the end of the appeal period.
4. The next item on the Outline was the Ongoing Right of Review and Approval (If Any) that dealt with ensuring that the Buyer constructs the project substantially in accordance with the approved design and does not change in construction. Following discussion, the Committee decided to accept the recommended option for provisions in the LDA as shown on Par 4.b.i.ii.iv.and c.ii. that basically provides that the BOS will approve the Buyer's plans and any material changes to such plans except where the Planning Board requires the changes.
5. The next item on the Outline was titled Comparative Evaluation Criteria. It is understood that the proposers will have to be interviewed but it appears from the AG guidance that if one of the proposers is interviewed then all must be interviewed. However, if the proposer's response doesn't meet the minimum criteria for being awarded the project then he need not be interviewed. The RFP should state that the REAC reserves the right to do the initial interview although it appears the BOS will be required to do the final interview even if it consists of a viewing of a taped interview by the REAC.

Noting the proposer's redlined exceptions to the LDA and Exhibits will provide insight to the proposer's view of the project or special requirements such as an application for tax credits.

6. Mr. Anderson then referred to the proposed Exhibit to the RFP entitled Price Summary Form, Project Pro Forma, and Statement of Estimated Tax Revenues. The form deals principally with determining the amount of the purchase price of the Property and requiring the buyer to disclose their engineering estimate of the component costs in the purchase price including the demolition of the septage facility, the water main extension, and the on-site package treatment plant. The buyer is required to attach its pro forma for the project and its estimated tax revenues. The foregoing pertain to the Base Case where the Buyer is responsible for all of the component costs. There are three Alternatives (at the Town's option if and only if the Town secures funding from the State) that relate to computing the purchase price where (1) the Town elects to design and construct the water main extension (2) the Town elects to design and construct the sewer extension and, (3) the Town combines the first two alternatives. It was suggested that the RFP contain an engineer's description of the work that would be required if the alternatives were elected by the Town. It may be possible for the Project to connect to the Town Center treatment facility where the Project waste goes to the facility and the outflow from the facility is sent to the Project's leaching field. In this case mutual easements would have to be worked out.
7. Referring back to the Outline, Par. 6 entitled Development/Construction Milestone; Breach of Use Restrictions dealing with situations where the buyer defaults by failing to timely commence construction, timely complete construction or breaches the use restrictions. It was agreed that the recommended option of repurchase and formula as shown in Par.6.b.i. ii. and v. should be included in the LDA.
8. Finally, the last item on the Outline was discussed and it was agreed that the proposers' offers should remain open for a period of 6 months.

9. It was agreed that the next meeting will take place on Thur. Jan 29th at 7P.M. Prior to the meeting A&K will circulate the next drafts of the RFP and the LDA.
10. The meeting adjourned at approximately 9:30 P.M.

Respectfully submitted by Jerome Heller

Attachments:

Outline for River's Edge Advisory Committee 1/815

Exhibit 1.2 – Price Summary Form, Project Pro Forma, and Statement of Estimated Tax Revenues