



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

TOWN OF WAYLAND

41 COCHITUATE ROAD
WAYLAND, MASSACHUSETTS 01778

BOARD OF SELECTMEN
Monday, January 12, 2015
Wayland Town Building
Selectmen's Meeting Room

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

Revised Proposed Agenda

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

- 6:00 pm 1.) Open Meeting and Enter into Executive Session pursuant to Massachusetts General Laws Chapter 30A, Section 21a(3), 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
- 7:00 pm 2.) Call to Order by Chair
- Announcements; Review Agenda for the Public
- 7:02 pm 3.) Public Comment
- 7:10 pm 4.) Discuss Recommendation on the Formation of a Municipal Space Planning Committee
- 7:30 pm 5.) Review and Potential Vote to Submit Articles for April 2015 Annual Town Meeting
1. Appropriate Funds for Due Diligence and Feasibility Design for Proposed Council on Aging/Community Center at Wayland Town Center
 2. Inspection, Testing and Maintenance of Privately Owned Water Based Fire Suppression Systems
 3. Implement Solar Energy: Power Purchase and License Agreement and Authorization for PILOT
 4. OPEB Funding
 5. Amendments to the District Agreement of the Minuteman Regional Vocational School District
 6. Acquire Municipal Parcel and Transfer and Convey Access Easement in Town Center
 7. Fund Glezen Lane Traffic Control Measures
 8. Resolution: ESCO Project Changes
 9. Accept Chapter 390 of the Acts of 2014 to Establish a Tax Title Collection Revolving Fund
 10. Create Chapter 44 Section 53 F 1/2 Recreation Enterprise Fund
 11. Create Chapter 44 Section 53 D Recreation Revolving Fund
 12. Fund Payment in Lieu of Sewer Betterment Assessment for Sewer Capacity for Town-Owned Buildings

**BOARD OF SELECTMEN
Monday, January 12, 2015
Wayland Town Building
Selectmen's Meeting Room**

Revised Proposed Agenda Page Two

- | | | |
|---------|------|---|
| 9:00 pm | 6.) | FY 16 Budget: Vote to Recommend Budgets Under the Selectmen's Jurisdiction to Finance Committee |
| 9:20 pm | 7.) | Review and Approve Consent Calendar (See Separate Sheet) |
| 9:25 pm | 8.) | Review Correspondence (See Separate Index Sheet) |
| 9:30 pm | 9.) | Report of the Town Administrator |
| 9:35 pm | 10.) | Selectmen's Reports and Concerns |
| 9:45 pm | 11.) | Topics Not Reasonably Anticipated by the Chair 48 Hours in Advance of the Meeting, If Any |
| 9:55 pm | 12.) | Adjourn |

RECOMMENDATION FROM PLANNING BOARD THAT BOS FORM COMMITTEE

1.6.15 FINAL

Town Land and Buildings Capital Planning Committee

To determine whether the Board of Selectmen will vote the following:

Whereas the Town of Wayland has limited town land and buildings;

Whereas the Town has limited financial resources;

Whereas the Town has boards, commissions and committees with disparate plans, many of which call for various levels of land use and capital investment in their long-range and master plans;

Whereas the Town could benefit from a process for planning for future uses of town land and buildings and capital investments, and residents could benefit from information to assist in making informed decisions regarding use of town land and buildings and capital investments;

Now, therefore, be it resolved that the Board of Selectmen supports the formation of a Town Land and Buildings Capital Planning Committee whose role is to define and implement a process for making informed decisions regarding major capital projects.

The Town Land and Buildings Capital Planning Committee (TLBCPC) shall operate under the following guidelines:

1. **Mission:** The mission of the TLBCPC is to help the Town make informed investment decisions regarding municipal uses of land and buildings through development of a strategic long-range plan to be published and reported annually to the Board of Selectmen, Finance Committee, Planning Board and residents through public forums, educational materials and the Annual Town Reports. The TLBCPC shall not champion any specific capital investment project.
2. **Charge:** The TLBCPC serves in an advisory capacity to the community as a whole, Town Meeting, Board of Selectmen, Finance Committee, Planning Board, and other boards, commissions and committees that hold responsibility for and are stewards of municipal property. With input from the aforementioned, the TLBCPC shall develop a long-range plan recommending the most appropriate uses for town-owned land and buildings to meet evolving needs, as well as connect identified projects with suitable locations and parcels. In addition, the strategic long-range plan should consider whether there are key privately-owned properties that the town might want to consider purchasing in the future, should they be more optimally suited to certain needs.

It is anticipated that the strategic long-range plan will include:

- a. a summary of well-managed capital planning processes, Town policies, and the Town's debt load;
- b. an accurate GIS listing of all Town-owned parcels identifying custodial entity, size, deed and/or land restrictions, current uses and other critical information;
- c. research and analyses of the planning processes of all Town boards, commissions and committees;
- d. a catalog of identified capital facilities needs, including a needs assessment;
- e. the scoring criteria used to establish projects' priorities and sequencing; and
- f. recommendations of the TLBCPC.

Attached, is an initial list of tools and some considerations to be applied in development of the long-range plan.

3. **Composition:** The TLBCPC shall be composed of five voting members – two to be appointed by the Planning Board, one to be appointed by the Finance Committee, and two to be appointed by the Town Moderator. The Town Administrator, Public Buildings Director, Finance Director and Town Planner shall serve as non-voting members. In order to maintain neutrality, members shall not serve on any other boards, commissions or committees that control, or seek to control, parcels of town-owned land nor those that could propose major capital projects.

Town Land and Buildings Capital Planning Committee

Initial List of Tools & Some Considerations for Use In Strategic Long-Range Plan

Initial List of Tools (evolving list):

- Up-to-date land list including information such as owner/responsible town entity, location, acreage, zoning, etc.
- GIS with ability to create elements within that will be useful to this planning process;
- Aggregation potential
- Utilities – water, sewerage, electricity
- Facilities list with year of construction, additions, renovations
- Prior land use studies
- Conditions reports (should be on a cycle administered by facilities' staff)
- Census information – growth
- Town of Wayland Master Plan and individual boards', commissions' and committees' master plans
- Environmental reports
- State GIS with information such as groundwater data
- Historical Commission sensitivity map
- Community input including surveys, forums, charrettes, etc.

Considerations (evolving list):

- Environmental factors – wetlands, wellheads, flood plain, riverfront, known groundwater levels, topography, endangered plants and species, areas of contamination, etc.
- Ownership and responsibility
- Deed restrictions
- Conservation restrictions
- Availability of utilities
- Needs evaluation – e.g., Town water supply
- Access availability – roadways, topography, etc.
- External funds available – federal, state or private grants
- Existing uses of a property
- Confluence of town goals and possibility of combined uses
- Proximity to user base
- Existing distribution of similar facilities/services
- Community/neighborhood considerations
- Traffic generation
- Public perception of the needs
- Recent costs of completed projects

Note: The listed tools and considerations are not meant to be and should not be thought to be an exhaustive list.

Article for Annual Town Meeting

Sponsor: Board of Selectmen

Date Received: January 12, 2015

Contact Person: Nan Balmer

Board Vote:

Date of Vote:

Title: Appropriate Funds for Due Diligence and Feasibility Design for a Proposed Council on Aging / Community Center at Wayland Town Center

Cost: \$150,000.

TEXT: To determine whether the Town will vote to appropriate a sum of money to be expended under the direction of the Board of Selectmen for the purpose of confirming program requirements, conducting review of site conditions, identifying permitting needs, and creating conceptual/schematic designs for a Council of Aging/Community Center building on the "municipal pad", the parcels of land located on and off Boston Post Road (Route 20) and Andrew Avenue in Wayland Massachusetts shown as Lot 4-1, Parcel R-20-1, Parcel R-21 and Lot 8-1 on a plan entitled "Plan of Land in Wayland, MA", dated December 12, 2013 prepared by Hancock Associates and recorded with the Middlesex South Registry of Deeds as Plan No. 1008 or 2013, a copy of which plan is on file in the Office of the Town Clerk. 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, by borrowing under Massachusetts General Law Chapter 44 or other enabling authority, or otherwise, and to authorize the Town Administrator with the approval by the voters of the Town of Wayland to take any action necessary to carry out this program.

BACKGROUND:

The "municipal pad" site at Town Center is due to be conveyed to the Town of Wayland as one of the last pieces of the development of Town Center. The site currently contains [40,000] sf of land and a [10,250] sf building. The building has a fully built structure and exterior, and partially finished "shell" interior (with metal studs only and no finishes). At the Board of Selectmen's direction two years ago, the existing building was left standing by Town Center developers, until such time as a use was identified for it, with the logic that a future use could most likely be integrated into the site at a significantly lower cost than building a new structure. If not, it could be easily demolished.

Now that the bulk of Town Center has been built out, the site is at an attractive location at the entrance of Town Center, with nearby shops and restaurants as well as the pending Town Green, hiking trails, and bike path. An initial review of the building has shown that the existing "shell" has a good, efficient internal layout and excellent reprogramming potential for town use.

PLANNING USE OF THE SITE:

The initial concept for use of the municipal pad centered on tearing down the building, and building an all-new combined Senior Center and Library on the site. However, this proposed 40,000 sf facility, at a cost of approximately \$320/sf including design, construction and furnishings, would cost in the

neighborhood of \$12.8 million. This would be a huge undertaking for a Town which has recently undertaken a new \$45 million high school and \$12 million DPW building, and additionally was judged to be, with the parking requirements, too large for the site.

Since then, the Library has stepped away from this site and begun to examine alternate locations for a building of the size that they wish to propose, and the Council on Aging stepped forward, since the existing building could suffice for a large piece of COA's needs as a stand-alone structure. Recent efforts, research and discussion have revealed that many needs of the Recreation Department can be addressed by a space-sharing arrangement with the CoA, maximizing use of these new resources for all ages, so the goal has become to create a multi-generational senior/community center for the good of all residents in Wayland.

COUNCIL ON AGING / COMMUNITY CENTER ADVISORY COMMITTEE

The Board of Selectmen created the Council on Aging/Community Center Advisory Committee (CoA/CCAC) on Nov. 17, 2014 and charged this advisory group with reviewing space needs and potential for reuse and use of the municipal pad, to determine:

1. if the existing building could be reconfigured to create a CoA/Community Center;
2. if a second supplementary structure was needed and feasible;
3. the level of renovations required;
4. how programming space for the COA and Recreation Departments can be maximized (in consultation with the departments);
5. project Goals in cooperation with Town resources and departments;
6. costs and Financing information available;
7. if the Town can generate income through room rentals.

The CoA/CCAC submitted a draft report to the BoS on Dec. 15, 2014 recommending that the existing building be renovated and that an addition be constructed to bring the total square footage up to 21,500 sf, the size recommended by the Massachusetts State Council on Aging for a senior population of the size living in the Town of Wayland. These buildings are to be designed to create space for:

- Council on Aging: Offices and Activity Rooms
- Recreation Department: Offices and Activity Rooms
- Veteran's Services
- Display of Wayland Historic Documents, Images & Objects (in entrances, hallways and meeting areas)

It is expected that the shared activity spaces could include:

- Room(s) for physical activities: dance, yoga, Pilates, martial arts, etc.
- Room(s) suitable for play and activities by young children
- Art studio space suitable for ceramics, painting, etc. (Potentially replacing the small art space at Fire station #2, releasing that space to meet fire department needs)
- Meeting rooms

- A 350-seat “great room” for events, shows and gatherings of all kinds with a commercial kitchen supporting the space, as well as suitable for cooking and nutrition classes. This space would be designed so that it could be rented by residents for private events, generating income. This space should be designed with sound-proof, moveable walls to divide the space for multiple uses.
- Drop-in areas for informal social interaction

The CoA/CCAC recommends that various programming, design and engineering “Due Diligence and Feasibility Design” efforts be performed to determine whether and how the site and building can be planned for the intended use. This article is to approve expending funds to complete these Due Diligence and Feasibility Design Efforts necessary to plan for this project, as described above. A future Town Meeting vote would be required to approve full design and construction of the project.

PROPOSED DUE DILIGENCE AND FEASIBILITY DESIGN EFFORTS

Due Diligence and Feasibility Design will be conducted by third-party professionals as managed by BoS or their designees. Funds will be recommended for payment by BoS with actual payment of funds to be administered by the Board of Selectmen. The projected costs of such studies, as set forth herein, are based upon good faith estimates and working budgets based on market research for subsequent tasks. BoS or their designees will secure multiple bids from third-party contractors as required by law.

Due Diligence and Feasibility Design Efforts include the following tasks:

HAZMAT testing/reporting	\$ 4,500.
21 E Report	\$ 8,000.
Additional provision for <u>Con.Com.</u> Review:	
• Survey with botanist	\$ 8,000.
• Civil eng., arch. and landscape site design	\$ 25,000.
• Soil testing for drainage	\$ 1,000.
• Alternatives analysis	\$ 5,000.
• Sewerage Layout	\$ 1,000.

Upon approval of Site Design only:

Architectural & Engineering Study fee

Space Programming	\$15,000.
Conceptual Design	\$ 20,000.
Expenses, Printing, etc.	\$12,500.
Schematic Design for pricing	<u>\$40,000.</u>

Contingency	\$10,000.
-------------	-----------

Subtotal	\$ 150,000.
-----------------	--------------------

At the conclusion of these efforts, the Town of Wayland will have a program, and probably alternative programs, which will be fully analyzed, schematically designed, and can be preliminarily priced for construction, so that the Town can collectively make an informed decision at a future Town Meeting as to the scope and costs of any proposed project, and whether and how to proceed with the undertaking. Alternative programs could include a plan to demolish the existing building, if there are compelling reasons to do so, and build entirely new structures.

LAND JURISDICTION & USE LIMITATIONS

The property subject to the due diligence in this proposal consists of the parcels of land located on and off Boston Post Road (Route 20) and Andrew Avenue in Wayland Massachusetts shown as Lot 4-1, Parcel R-20-1, Parcel R-21 and Lot 8-1 on a plan entitled "Plan of Land in Wayland, MA", dated December 12, 2013 prepared by Hancock Associates and recorded with the Middlesex South Registry of Deeds as Plan No. 1008 or 2013, a copy of which plan is on file in the Office of the Town Clerk. At the time that this article was written, this parcel was owned by Twenty Wayland. Agreements between the Town of Wayland and Twenty Wayland provide for a municipal pad of 40,000 sq. ft. to be made available to the Town. The BoS will complete legal control of the parcel before any construction begins.

This municipal pad site is subject to an environmental Activities and Use Limitation (AUL) based on the site cleanup prior to Town Center. Detailed information about the condition of the site and mediation efforts are found at: Raytheon Remediation of the Former Raytheon Facility in Wayland MA <http://raytheon.erm.com/home.htm>

Any and all uses on site would be planned and designed to be in compliance with relevant Massachusetts Department of Environmental Protection standards.

The site abuts the Sudbury River and associated wetlands. Any design and usage will be reviewed with the Wayland Conservation Commission for compliance with DEP standards, and funds are included in the Due Diligence Efforts to complete this review.

COMMUNITY OUTREACH

The CoA/CCAC have reviewed the concept with representatives of the Council on Aging, the Recreation Department, the Planning Board, the Historical Commission, the Conservation Commission, the Finance Committee and several community groups, with positive feedback. The CoA/CCAC will continue to coordinate with these groups and other interested parties in planning for this site on an on-going basis, as requested by the BoS, to ensure that concerns are addressed and mitigated, and that community feedback is integrated into the project design.

FUTURE FUNDING OF THE PROJECT

If the existing building alone were to be renovated, the potential cost to fully design, construct and furnish the partial senior/community center is estimated be in the neighborhood of \$1.5 – 2 million (but this is subject to design and further investigation, which is the primary purpose of this design and due diligence effort, to confirm this number with more certainty. If any addition were to be added to the existing structure, at perhaps [11.5k sf @ \$320/sf = \$3.68 million], this would bring the facility up to the recommended state standards, still at a cost well below that of a new facility. The scope of any addition would be carefully studied and designed to meet Wayland's specific senior/community uses in a cost-sensitive manner. The construction of such an addition or an entirely new building will be subject to

future Town Meeting vote, and the efforts herein will provide the information needed for voters to make any such decision.

ARGUMENTS IN FAVOR:

- The existing building at the municipal pad represents a unique opportunity for the Town of Wayland. Since it is built and readily adaptable, many costs typically undertaken by a town to create a senior or community center are already paid. For less than the typical cost of a new building, this existing building can be finished for new uses for Wayland's future.
- Since 2006, the plan for the Town Center development has included this benefit of a municipal building pad gift. The Town Center project is approaching complete build-out, and the BoS is negotiating for transfer of the site. The timing is right to move forward with specific planning for Wayland uses on the site.
- The proposed funding will provide all the meaningful information needed to evaluate the scope and cost of a potential senior/community center, so that at a future Town Meeting voters can be fully informed as they decide whether and how to proceed with any center at the municipal pad.
- Twenty-five percent of Wayland residents are 60+ years old and eligible for local, state, and federal programs and services. These seniors are underserved by inadequate facilities, squeezed into 2500 sf space at Town Building and a patchwork of other scattered resources. State guidelines recommend [18,000-21,000] sf for a senior center, and surrounding towns are well ahead of Wayland in providing these resources. Wayland's senior population is growing and is expected to peak at 30% of the town population in 2030 before declining, and this site represents an optimal, well-located, cost-effective way to meet this essential need.
- This facility can be designed as flexible space that will serve citizens of all ages by managing program schedules. Relocating the staff of the recreation department to this new building will allow close coordination of shared space and resources, so that the rooms and spaces are used to their full potential and services can be streamlined.
- Existing offices used by Recreation and CoA staff make inadequate provision for resident privacy when disclosing issues related to personal financial information, health information, disabilities, and mental health issues. Better office space will provide privacy and dignity for residents.
- New indoor recreation space will create play space for young children sought by the Wayland Parent and Children's Association.
- Locating the senior/community center at the municipal pad increases its visibility & places it in a walkable community so that residents can walk to shops, restaurants, housing, health club, medical offices without having to drive between these uses.
- Parking at Town Building is full to overflowing during many senior events, with the population of users only growing. Adequate parking can be provided at the municipal

pad, with overflow parking readily available in the nearby Town Center lots and on-street parking for peak events.

- Even if the proposed senior/community center is not passed at Town Meeting, the due diligence on the municipal pad and the programming for future senior/community uses information will still be useful, as both issues must be addressed eventually.

ARGUMENTS AGAINST

- Some may feel that providing better facilities for seniors is not a priority at this time.
- Some may feel that providing better indoor facilities for recreation is not a priority at this time.
- If an addition were to be contemplated, although the overall costs are well below other towns' new costs, some still fear that any increased debt could affect the Town's credit rating by Moody's.
- Some fear that the site selected may have environmental issues or be too close to the Sudbury River.
- Property taxes may increase.
- Some fear that the Town will be expending \$150,000 without having control of the land yet.
- Some may feel that alternative sites with better potential have not been adequately explored.

Exhibits

1. Map of entire Town Center Property – highlight relevant plot

2. Detailed map of relevant plot
3. Exterior Photo of Existing Building. Photo of site location for addition.
4. List of links to relevant websites:
 - a. Council of Aging / Community Center Advisory Committee http://www.wayland.ma.us/Pages/WaylandMA_bcomm/COA-CCAC/index
 - b. Recreation Department www.wayland.ma.us/Pages/WaylandMA_Recreation/index
 - c. Raytheon Remediation of the Former Raytheon Facility in Wayland MA <http://raytheon.erm.com/home.htm>
5. List of other towns' senior and community center facilities – size,
6. Exhibit: Capacity Issues in Wayland's CoA and Recreation Programs vs. Activity Spaces

ARTICLE FOR ANNUAL TOWN MEETING

SPONSOR: Board of Selectmen DATE RECEIVED: 1/ /15

CONTACT PERSON: Town Administrator TELEPHONE/Day: 508-358-3621

TELEPHONE/Evening: _____

BOARD VOTE: _____ DATE OF VOTE: 1/12/15

TITLE: INSPECTION, TESTING, & MAINTENANCE OF PRIVATELY OWNED WATER-BASED FIRE SUPPRESSION SYSTEMS

COST: _____ NO COST: X COST ESTIMATE: N/A

TEXT:

See Attached

COMMENTS:

PROS:

CONS:

SIGNATURE OF CHAIR _____ DATE _____

Mark Lanza Approval _____ DATE _____

Division 5, Fire Department Regulations.

New chapter, Chapter 500

Chapter 500 – Inspection, Testing, & Maintenance of Private Fire Hydrants and Underground and Exposed Piping

Section 1 – Purpose

The purpose of this chapter is to set requirements for the testing, inspection, and maintenance of privately owned fire hydrants and underground and exposed piping. It is the responsibility of the property owner to have all the hydrants and piping located on his/her property maintained, inspected, and tested in accordance with this regulation. This procedure is necessary in order to assure proper function of the fire hydrants located on the property.

Section 2 - Referenced Documents

NFPA Publication. National Fire Protection Association (“NFPA”), 1 Batterymarch Park, Quincy, MA 02169-7471.

NFPA 25, the Standard for the Inspection, Testing, and Maintenance of Water-Based Fire Protections Systems (current edition).

Section 3 - Definitions - As used in this section, the following terms shall have the meanings indicated:

Fire Hydrant

A water supply with valve connection(s) having outlet(s) to supply hose and fire department pumpers with water including standpipe connections.

Private Fire Hydrants

Private fire hydrants are those hydrants not owned, rented, or maintained by the Town of Wayland or any other governmental entity.

Underground and Exposed Piping

The supply piping connected to private fire hydrants.

Section 3 – Responsibility

The property owner or designated representative is responsible for compliance with this bylaw.

Section 4 – Application

Fire hydrants shall be inspected, maintained, and tested in accordance with NPFA 25 (current edition).

The Wayland Fire Department reserves the right to inspect private fire hydrants for compliance with this bylaw.

Underground and exposed piping shall be inspected, maintained, and tested in accordance with NFPA 25 (current edition).

Copies of all records related to the hydrants and piping shall be forwarded to the Wayland Fire Department within 30 days of the inspection, maintenance, and/or tests.

The **first** round of inspection and maintenance procedures which shall include flow tests of the hydrants and piping and shall be completed within the time period April 15, 2016 - June 15, 2016. The records of the inspection, maintenance, and testing shall be filed with the Fire Chief at the Wayland Fire Department by July 15, 2016.

All subsequent yearly procedures shall take place in the time period between April 15 and June 15 of each year. Reports of the procedures shall be filed with the Fire Chief at the Wayland Fire Department by July 15, each year.

Section 5 – Violations

For any violation of this bylaw, the property owner will be assessed the following fines. Property owners will be notified of all fines assessed and must be paid within 30 days of notification.

\$50. Initially, for each violation. [This applies to each private fire hydrant. For instance, a subdivision with three hydrants in non-compliance with this bylaw would be assessed a fine of \$150.]

\$200. An additional \$200 fine will be assessed if the same violation(s) has (have) not been remedied after notification by the fire department and after a 30 day period.

\$300. If the same violation(s) is (are) not remedied after notification by the Fire Department during the next April 15 – June 15 time period.

Failure to pay the fine within the prescribed time period will result in court action for violation of a Town bylaw or a municipal charges lien being placed on the subject real property pursuant to Massachusetts General Laws Chapter 40, Section 58, in the Middlesex County Registry of Deeds, South District, until the fine is paid.

As an alternative to the assessment of fines through criminal process, violations of this bylaw may be enforced through civil disposition in the manner provided in Massachusetts General Laws Chapter 40, Section 21D. The Fire Chief or his designee shall be the enforcing person.

January 5, 2015

Background Info – Proposed Private Hydrant Bylaw

As Chief of the Wayland Fire Department, I am asking that the Board of Selectmen sponsor a warrant article for the Annual Town Meeting in April.

Every year, the Wayland DPW “exercises” every public fire hydrant in town. This activity is done after notices are posted on the town sign boards and helps guarantee there is an adequate and reliable source of water available for the Fire Department to use in an emergency. It is my understanding that “exercising” the hydrant includes

- a visual inspection
- cap removal. thread lubrication, maintenance and/or repairs if necessary
- opening the hydrant valve and actually flowing water

Unfortunately, there is no town-monitored program that helps guarantee proper hydrant operation in the approximately 100 private fire hydrants in town. Generally, these private fire hydrants are in the condominium developments and a few are on private commercial property. In a strange twist of logic, these private hydrants would generally be needed during a fire that occurs in some of the larger buildings in town, with a higher-than-average value.

Many of the structures protected by these private hydrants were built up to 36 years ago. Buildings close to these private hydrants consist of multiple dwelling units attached to each other and the commercial buildings have a higher than normal life safety risk. It is the responsibility of the Fire Department to recognize and attempt to rectify unsafe conditions in our community.

The proposed bylaw utilizes a standard promulgated by the National Fire Protection Association and specifically outlines a process and procedure for the inspection, testing, and maintenance of water-based fire suppression systems.

- NFPA Publication. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. NFPA 25, the Standard for the Inspection, Testing, and Maintenance of Water-Based Fire Protections Systems (current edition).

Definitions within the bylaw make it clear that fire hydrants not owned, rented, or maintained by the Town of Wayland need to comply with the schedule published in the N.F.P.A. standard, starting in April 2016. The responsibility for compliance rests with the property owner or designated representative. The N.F.P.A. standard calls for hydrant inspection, maintenance, and repair (if necessary) every year with a measured “flow test” every five years. The bylaw sets calendar periods for the hydrant inspection, maintenance, repair, and testing and time frames for the submission of yearly reports to the Fire Chief.

The bylaw sets fees for non-compliance starting at \$50 with increases to \$300. Failure to pay the fine will result in court action for violation of a Town bylaw or a municipal charges lien being placed on the subject real property. As an alternative to the assessment of fines through criminal process, violations of this bylaw may be enforced through civil disposition as provided by Massachusetts General Laws.

The N.F.P.A. standard requires a “competent” person to conduct these procedures. The 5-year flow test requires some specialized gauges, but otherwise it is a simple procedure with a mathematical calculation to compare with previous readings. If a private contractor is hired to provide these services, the flow test might cost approximately \$275. per hydrant. The annual inspection & maintenance would cost \$225-\$275 per hydrant, per year. Several of the condominium areas have their own maintenance staff that can provide these services with some minimal training, or the owners of the private hydrants might join together for a single town-wide contract with an appropriate testing/service company.

It is the hope of the Wayland Fire Department that codifying a procedure for private hydrant testing, maintenance, and inspection is in the best interest of all property owners and all those who spend time in the area of these private hydrants. This bylaw will help the Fire Department in its core mission; the protection of life and property. Listed below is a link to a “wicked local” news story from Plymouth MA in August about a fire in a condominium area that did not maintain, inspect, or test their private hydrants. Take my word for it. We want to prevent this from happening in Wayland.

<http://plymouth.wickedlocal.com/article/20140816/News/140817415>

ARTICLE FOR ANNUAL TOWN MEETING

SPONSOR: Board of Selectmen DATE RECEIVED: January xx, 2015

CONTACT PERSON: Nan Balmer TELEPHONE/Day: (508) 358-3620 TELEPHONE/Evening

BOARD VOTE: DATE OF VOTE: January 12, 2015

TITLE: IMPLEMENT SOLAR ENERGY: Power Purchase and License Agreement and Authorization for PILOT

COST: NO COST: X COST ESTIMATE AVAILABLE ON:

TEXT: To determine whether the Town will vote to:

(a) authorize the Board of Selectmen to execute an agreement with Ameresco, Inc. or an affiliate to purchase solar energy or net metering credits generated by solar photovoltaic power generation systems to be installed and operated by Ameresco on canopies located in parking lots at the High School, the Middle School, and the Town Building at 41 Cochituate Road, and on the roof of the new DPW building at 484 Boston Post Road, for a term of twenty years; and to enter into long-term license or lease of twenty-years with Ameresco for such Town properties; and/or act in any other manner in relation thereto, and [check with town counsel on adequacy of location definitions]

(b) amend Section of its General By-laws by inserting at the end of the section the following:

“Lease of Public Lands and/or buildings for the installation of solar photovoltaic power generation systems. . . . 20 years
Purchase of power or net metering credits from solar photovoltaic power generation systems installed on land leased or licensed from the Town. . . . 20 years”

or take any other action relative thereto, and [check with town counsel on the wording and necessity of this section]

(c) authorize the Board of Selectmen, pursuant to the provisions of G.L. c.59, §38H, to enter into a structured tax or payment in lieu of tax (PILOT) agreement with Ameresco, Inc. or an affiliate in connection with the solar photovoltaic power generating systems to be installed and operated by Ameresco on canopies located in parking lots at the Middle School, High School, the Town Building, and on the new DPW Building roof located at 484 Boston Post Road upon such terms and conditions, as the Board of Selectmen shall deem to be in the best interest of the Town; or take any other action relative thereto.

COMMENTS: There are three components to this article:

1. to authorize the Town to sign an agreement to purchase solar power from solar systems to be built on certain Town facilities by Ameresco, Inc. or an affiliate, and to lease or provide a license to such Town properties where the solar systems are to be sited,
2. to change the Town Bylaws to allow for the 20 year term of such agreements, and
3. to authorize the Town to enter into a structured tax agreement.

As part of its designation as a “Green Community” by the state Department of Energy Resources in 2011, the Town is undertaking multiple efforts to reduce its energy consumption by 20%. In June 2014, the Town entered into a letter of intent with Ameresco, Inc., a private developer, to evaluate and propose solar systems on Town lands and facilities. Ameresco was selected as part of a regional procurement in 2011 managed by the Metropolitan Area Planning Council; Wayland participated in this regional procurement.

Ameresco has proposed to develop solar facilities on four sites: the new DPW Building roof and portions of the parking lots at the Middle School, the High School, and the Town Building. Ameresco proposes to install solar canopies on portions of the three parking lots. This article allows the Town to sign a power purchase agreement to purchase the power from the systems and an agreement or agreements to license or lease the DPW Building roof, and the parking lots at the Middle School, High School, and the Town Building for a term of 20 years.

The Town will not pay anything towards the capital or operating costs of the systems. Instead, Ameresco will secure internal and third party financing for the entire capital and operating costs of the solar systems. The term of the lease or license will match the term of the power purchase agreement; the twenty year term of the power purchase agreement and the lease or license reflects the long life of solar equipment which enables the developer to offer energy savings to the Town. Under the agreement to purchase power or net metering credits, Ameresco or its affiliate will install, own, operate, maintain, and decommission the solar systems at their sole expense and assume all liability with respect to the systems. Wayland will receive property tax payments from Ameresco and reductions in the Town’s net electricity costs.

In order to implement the proposed solar purchase agreement and lease or license, the Town’s By-Laws needed to be changed to allow for agreements of twenty year terms to be signed.

As the owner of the proposed solar photovoltaic power generation systems, Ameresco or its affiliate will be required to pay personal property taxes on the solar systems. The Massachusetts Department of Revenue allows towns to enter into structured tax agreement with developers of such systems, which enable the town and the solar developer to set the amount of the annual tax payment for the term of the agreement. The structured tax agreement will provide Wayland with a known and stable annual property tax income stream from the solar systems for the term of the agreement and simplify tax administration for the Town. The Town will set the amount of the annual tax payment in compliance with Massachusetts General Law on taxation. The warrant article is needed to authorize the Board of Selectmen, in consultation with the Board of Assessors, to enter into the structured tax agreement.

PROS:

CONS:

SIGNATURE OF CHAIR _____ DATE _____

4

ARTICLE FOR ANNUAL TOWN MEETING

SPONSOR: OPEB Committee DATE RECEIVED: _____

CONTACT PERSON: Cliff Lewis TELEPHONE/Day: 508-358-4973

Dave Gutschenritter TELEPHONE/Evening: 508-651-0589

BOARD VOTE: 4-0 in favor DATE OF VOTE: 1/5/2015

TITLE: OPEB Funding

COST: X NO COST: _____ COST ESTIMATE: \$300,000.00

TEXT: To determine whether the Town will vote to:

a) authorize the transfer of \$200,289 from the following enterprise and revolving funds to the general fund:

- 1) Food Service \$ 25,000
- 2) Children's Way \$ 25,000
- 3) Pegasus \$ 65,278
- 4) Building Use \$ 16,699
- 5) Enrichment \$ 7,590
- 6) Ice Hockey \$ 4,554
- 7) Athletics \$ 37,952
- 8) High School Parking \$ 6,072
- 9) Instrumental Music \$ 9,108
- 10) Transportation \$ 3,036

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

- 1) Food Service \$ xx.xx
- 2) BASE \$ xx.xx
- 3) Children's Way \$ xx.xx
- 4) Full Day Kindergarten \$ xx.xx
- 5) Water \$ xx.xx
- 6) Transfer Station \$ xx.xx
- 7) Recreation \$ xx.xx
- 8) Pegasus \$ xx.xx

9) Building Use	\$	xx.xx
10) Enrichment	\$	xx.xx
11) Ice Hockey	\$	xx.xx
12) Athletics	\$	xx.xx
13) High School Parking	\$	xx.xx
14) Instrumental Music	\$	xx.xx
15) Transportation	\$	xx.xx

- c) appropriate \$300,000 to be deposited in the Town's Other Post-Employment Benefits 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;

COMMENTS:

PROS:

CONS:

SIGNATURE OF CHAIR _____ DATE _____

Mark Lanza Approval _____ DATE _____

ARTICLE FOR ANNUAL TOWN MEETING

SPONSOR: Board of Selectmen DATE RECEIVED: 1/ /15

CONTACT PERSON: Town Administrator TELEPHONE/Day: 508-358-3621

TELEPHONE/Evening: _____

BOARD VOTE: _____ DATE OF VOTE: 1/12/15

TITLE: AMENDMENTS TO THE DISTRICT AGREEMENT OF THE MINUTEMAN REGIONAL VOCATION SCHOOL DISTRICT

COST: _____ NO COST: X COST ESTIMATE: n/a

TEXT:

To determine if the Town will vote, consistent with Section VII of the existing "Agreement with Respect to the Establishment of a Technical and Vocational Regional School District" for the Minuteman Regional Vocational School District, to accept the amendments to said Agreement which have been initiated and approved by a majority of the Regional School Committee on March 11, 2014 and which have been submitted as a restated "Regional Agreement" bearing the date of March 11, 2014 to the Board of Selectmen of each member town.

COMMENTS:

PROS:

CONS:

SIGNATURE OF CHAIR _____ DATE _____

Mark Lanza Approval _____ DATE _____

Balmer, Nan

Subject: FW: Minuteman school
Attachments: Minuteman_Vocational_Technical_School.pdf; Minuteman next steps_first draft.docx

-----Original Message-----

From: Tony Boschetto [mailto:tboschetto@yahoo.com]
Sent: Thursday, January 08, 2015 5:48 PM
To: Balmer, Nan; mecastagno@aol.com; 'Nolan, Joe'
Subject: Minuteman school

Hi Nan,

I appologize I have not had a chance to discuss these issues with you before this point. I wanted to follow up on Mary Ellen's email.

Attached are 2 documents.

The first (pdf) is an outline of the issues with the proposed revised regional agreement that was prepared for last years TM. As you may be aware the town voted to reject the new regional agreement and passed a non-binding referendum to withdraw last spring. There is even some legal question on whether we can even reconsider this agreement since we already rejected it.

The second is a memo I wrote to the MM school committee outlining our concerns.

Since last spring the MM school committee has done nothing to address our concerns or answer my questions.

They have consider 2 items which are not yet completed, they are looking to reduce the size and scale of the school and they are drafting an intermunicipal agreement but it has limited input from our representative.

In essence, we are being asked to vote for the same regional agreement we rejected in the spring.

Once you read these documents, I would be happy to discuss further.

After our meeting tomorrow morning with other local towns I will have a financial analysis of the options as well as notes on what other towns are planning. This information can be provided for Monday's meeting.

Tony

As you may be aware, the Wayland Town Meeting voted on April 10, 2014 as follows: to approve a Non-binding vote in favor of leaving the district (Article 29) and to reject the proposed changes to the Regional Agreement (Article 30).

We are hopeful that we can continue to work together to resolve the many unresolved issues that prompted these decisions. This will enable us to bring new agreements to Town Meeting for passage with our full support. Below are some guidelines we believe will help facilitate a process to achieve those goals.

The most critical first step in the process is to come to resolution on the capital plan and future size and scope of the school. We understand that a new facility is necessary for the long term viability and success of the school's programs. However, the size, scale and costs of the facility need to be clearly defined and provided before we can make any determination on the revised regional agreement. We expect that a capital plan will be provided to our residents at the same time as a revised regional agreement, and that they could be approved together. This will allow clarity and transparency on the future direction of the school.

If the consensus is to build a school that is properly sized for current member communities' projected needs for approximately 500 students, then Wayland would be encouraged to remain a member community under appropriate terms of a revised regional agreement.

However, if consensus is to continue to build a school to support the existing population, including out of district (OOD) students, for approximately 800 students, then Wayland may consider requesting to withdraw from the district. That will depend on proposed changes to the regional agreement. Those should require contractual commitments from existing nonmember communities for their long term commitment to the school, as well as bearing an appropriate share of capital expenses. If we can secure such commitments from current OOD towns either to join the district or to agree to pay a proportionate share of the capital costs in addition to ODD tuition; and this is presented to member towns for consideration in tandem with the revised regional agreement, then I would expect our residents would consider continuing to participate as a member community.

To reiterate: all of these decisions and contractual documents need to be considered collectively as part of one vote at Town Meeting, to provide our town assurance regarding the future costs and operations of the school district.

Ultimately, if the future direction of the district is not consistent with our educational and financial goals, we would expect our residents to consider withdrawal. Consequently if we anticipate withdrawing, we would expect that any proposed changes to the regional agreement will include explicit language enabling us to withdraw under agreed upon terms, as well as an intergovernmental agreement that enables our students to attend MMVTS for a defined number of years after such withdrawal to facilitate our long term planning for Wayland's vocational students. We would expect this courtesy for all potential Town's expressing interest in withdrawal.

With respect to the regional agreement, we would propose the following items to consider.

- **Withdrawal:** we propose removing the requirement for approval from DESE. In addition, if existing member towns have expressed interest to withdraw in advance of the new regional agreement, then explicit acceptance of withdrawal by all members should be part of the proposed regional agreement.
- **Upon Withdrawal:** the withdrawing town's share of long term liabilities should be offset by their proportionate share of current market value of existing assets. They would then owe MMTVS the net of those two numbers.
- **Representation:** we require continuing with the 1 town/1 vote approach.
- **Operating and Capital Cost allocation-** we are willing to pay our proportionate share of operating and capital costs based upon total attendance, including out of district students. We look forward to working on terms that are fair and reasonable for all members.
- **Approval of new debt:** We certainly appreciate the flexibility for member communities to opt out of new debt; however this flexibility leads to great uncertainty at the time of adoption on exactly the debt obligation of remaining Towns.

In Closing, we believe that the most critical first step in moving forward is to provide clarity on the long term plan for the school. The size of the school, the amount of new debt to be incurred, the method for allocation those capital costs to both Member and OOD schools should all be completed prior to the drafting of a new regional agreement. Once these details are finalized, the details of the new regional agreement will all fall in place.

Town of Wayland, Analysis of Minuteman Vocational Technical School 3/23/15

Vocational Technical Programs are an integral part of our education value and enhance the quality of our school programs.

For many years the Town of Wayland has been fortunate to offer those programs through the Minuteman Vocational Technical School as a Member Community.

At the initiation of this program, being a member in this regional school had significant advantages for our students and the Town of Wayland.

Today, the Minuteman Vocational Technical School Committee is considering many changes that will drastically impact the future of our students and the Wayland Taxpayers. We need to consider whether these changes are in the best interest of our students or whether we can offer better options for our students at a much more cost effective manner.

The 2 items being proposed by the MMVT School Committee are 1) a new regional agreement and 2) the construction of a \$122,000,000 High School that will accommodate 800 students which represents double the needed size to accommodate member communities. This new HS will double the burden of Wayland adding over \$155,000 per year to our town budget representing approximately \$17,000 per student.

Currently, as a Town, we are only asked to adopt the new Regional Agreement, but supporting the new regional agreement will pave the way for the future expansion of the High School with limited control by the Town of Wayland.

Today, many of those original benefits of being a member community have been diminished by changing circumstances and the proposed Regional Agreement that we are being asked to adopt diminishes those benefits even more. These changes have minimized Wayland's position in the Governing Board while increasing our financial burden and with the potential for a large capital project for the replacement of the school, it could put significant long term financial burden on our town for many years.

We need to consider if we could offer better options to our students and our taxpayers.

One of the initial benefits of being a member community was the guaranteed access of our students. In 1974, the regional district built a school to accommodate 800 students of which 99% of the students were from member towns. In the last 40 years a lot has changed. The number of students from member towns has diminished to approximately 400 students and the remainder of the close to 800 student population is filled with out of district students representing approaching greater than 50%. Guaranteed access is no longer that significant. Access does not appear to be a concern for future students as the district is proposing a \$122Million investment in a facility to accommodate over 800 students making access to Out of District Students almost guaranteed.

Town of Wayland, Analysis of Minuteman Vocational Technical School 3/23/15

As a member community, our students are not provided the opportunity to explore other vocational schools including; Keefe Tech, Nashoba Valley, Shawseen Tech, etc.

Additionally, one of the original benefits of being a member of the regional school was the ability to share costs equally among the member towns in a fair and equitable manner. However today, the tuition paid by Out of District Students is consistent with our membership assessment and under the new regional agreement and proposed capital assessment the cost per pupil of a member community will be much higher than OOD students.

The increase in our assessments is impacted by 2 factors. First, Wayland will be assessed a surcharge based upon an economic means standard that will increase our assessment by 10% and Wayland's annual share of the capital assessment will be over \$150,000 or close to \$18,000 per student.

Finally, one of the most significant benefits of being a member community was the ability to have a voice on the School Committee to impact many critical decisions including budgets, hiring, agreements and etc. Today our representative interest is 1 vote per school and Wayland has a 6.25% voice on critical matters. Under the new regional agreement this vote will be diminished to the minimum 3%.

Many other towns are considering similar options on whether to continue to support the MMVTS.

We are here tonight to consider 2 questions which are mutually exclusive.

1. **Shall we withdraw from the district** -Have the circumstances of declining member enrollment, increasing costs and inability for our students to have choices diminished to the point that the benefits of being a member in the school district no longer outweigh the costs. Do we want to continue to support a school that has grown beyond the needs of the member communities? Would our students be better off with choices and would our taxpayers be better off without the long term financial burden.

Some factors to consider

- a. Our request for withdrawal is not official until we receive unanimous consent by all other member communities.
 - b. Current students enrolled at MMVTS will be guaranteed enrollment to complete their education.
 - c. Future students may enroll at Minuteman Vocational School and attend as Out of District Students or choose to enroll in other vocational technical schools.
2. **Shall we approve the new regional agreement** - Does the new regional school agreement represent our students and Wayland's best interest.
 - a. The new agreement significantly reduces Wayland's participation on the School Board and our voice on key decisions.

Town of Wayland, Analysis of Minuteman Vocational Technical School 3/23/15

- b. The new agreement significantly increase our proportionate share of the costs compared to other member communities and Out of District Students.
- c. The new agreement combined with the proposed building plan would significantly increase Wayland's long term debt obligation related to this facility.

These choices should be about Wayland's ability to offer our Students the best educational experience.

- Do we have enough representation on the School Board to ensure our Students interests are properly represented?
- Could we spend the over \$150,000 per year or \$17,000 per student in a way to offer better options to our students?
- Are our students better off with choices to attend a range of Vocational School Options?

Town of Wayland, Analysis of Minuteman Vocational Technical School 3/23/15

Town of Wayland					
Analysis of Minuteman Vocational Technical School					
Representation					
Current RAAS	1 town 1 vote		6.25%		
Proposed RAAS	ratio of enrollment		2.30%		
<i>Wayland has little input on critical decisions including budgets.</i>	Minimum		3%		
Future Membership Costs Under Proposed Regional Agreement					
	2015 Current	2015 new RAAS	Increase		
Member Costs	\$ 23,885	\$ 26,203	\$ 2,318	10%	
Proposed Capital Assessment with New Building	\$ -	\$ 17,882	\$ 17,882		
Total Member Costs	\$ 23,885	\$ 44,085	\$ 20,200		
OOD Tuition	\$ 18,309	\$ 18,309			
OOD Transportation Costs	\$ 7,500	\$ 7,500			
Total	\$ 25,809	\$ 25,809			
Variance	\$ 1,924	\$ (18,276)			
Historical Cost Analysis under existing agreement vs OOD tuition and transportation					
	2011	2012	2013	Forecast 2015	Forecast with Capital
Minuteman Vocational School compared to OOD costs					
Total OOD Costs including Transportation	25,554	25,875	26,546	\$ 25,809	\$ 25,809
Total Member Costs Including Transportation	20,827	24,639	22,367	\$ 26,203	\$ 44,085
Savings (Deficit)	4,727	1,236	4,179	(394)	(18,276)
	-	-	-		
Member costs Compare to Shawseen Tech					
Total OOD Costs Including Transportation	23,945	23,565	23,337	23,337	23,337
Total MMVT Member Costs	20,827	24,639	22,367	\$ 26,203	\$ 44,085
Savings (Deficit)	3,118	(1,074)	970	\$ (2,866)	\$ (20,748)
Total Impact to Wayland					\$ (165,986.82)
Out of District Tuition					
Assabet Valley	16,078	15,833	16,080		
Shawseen Tech	16,445	16,065	15,837		
Nashoba Valley	13,890	13,502	13,524		
South Middlesex (Keefe Tech)	18,054	18,375	19,046		
Minuteman Vocational Tech OOD Tuition	18,054	18,375	19,046		
Member Costs without Transportation	18,191	21,954	19,999		
Excess Costs	(137)	(3,579)	(953)		
			27,236		
Potential OOD transportation Costs	7,500	7,500	7,500		
Minuteman Member Transportation Costs	2,636	2,685	2,368		
	4,865	4,815	5,132		

ARTICLE FOR 2015 ANNUAL TOWN MEETING

SPONSOR Board of Selectmen DATE REC'D 1/9 /15
TITLE ACQUIRE MUNICIPAL PARCEL IN TOWN CENTER
CONTACT PERSON Nan Balmer, Town Admin'r TELEPHONE (508) 358-3620
BOARD VOTE _____ DATE OF VOTE 1/12/2015
COST \$1.00 NO COST___ COST ESTIMATE AVAILABLE ON N/A

TEXT:

**ARTICLE ____ : ACQUIRE MUNICIPAL PARCEL AND TRANSFER AND
CONVEY ACCESS EASEMENT IN TOWN CENTER**

Proposed by: Board of Selectmen Estimated Cost: \$1.00

To determine whether the Town will vote to:

- a.) authorize the Board of Selectmen, with approval of Town Counsel as to form, to lease, as lessee, or acquire by purchase, gift, eminent domain or otherwise, for municipal purposes, the fee or any lesser interest in all or any part of the parcels of land located on an off Boston Post Road (Route 20) and Andrew Avenue in Wayland, Massachusetts shown as Lot 4-1, Parcel R-20-1, Parcel R-21 and Lot 8-1 on a plan entitled "Plan of Land in Wayland, MA", dated December 12, 2013 prepared by Hancock Associates and recorded with the Middlesex South Registry of Deeds as Plan No. 1008 of 2013, a copy of which plan is on file in the Office of the Town Clerk;
- b.) appropriate \$1.00 to be expended by the Board of Selectmen for the acquisition or lease of said parcels of land;
- c.) determine whether said appropriation shall be provided by taxation, transfer from unappropriated available funds, transfer from available funds appropriated for other purposes, by borrowing, or otherwise;
- d.) authorize the Wayland Wastewater Management District Commission, with the approval of Town Counsel as to form, to transfer to the Board of Selectmen an area of land comprising part of the westerly portion of the parcel of land on Elyssa Avenue, Wayland, Massachusetts shown as Parcel B

on Land Court Plan 17983-I for the purpose of selling, conveying or otherwise disposing of an access easement on, over, across and through said area of land; and

- e.) authorize the Board of Selectmen, with the approval of Town Counsel as to form to convey, sell or otherwise dispose of an access easement on, over, across and through said area of land described in Paragraph d above.

SIGNATURE OF CHAIR _____

DATE 1/12/2015

ARTICLE FOR 2015 ANNUAL TOWN MEETING

SPONSOR Board of Selectmen at the request of the Board of
Public Works DATE REC'D 1/9/15

TITLE FUND GLEZEN LAND TRAFFIC CONTROL MEASURES

CONTACT PERSON Nan Balmer, Town Admin'r

TELEPHONE (508) 358-3620

BOARD VOTE _____ DATE OF VOTE 1/12/2015

COST _____ NO COST _____ COST ESTIMATE AVAILABLE ON

TEXT:

ARTICLE ____ : FUND GLEZEN LAND TRAFFIC CONTROL MEASURES

Proposed by: Board of Selectmen Estimated Cost: \$100,000.
at the Request of the
Board of Public Works

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.

SIGNATURE OF CHAIR _____

DATE 1/12/2015

ARTICLE FOR 2015 ANNUAL TOWN MEETING

SPONSOR Board of Selectmen DATE REC'D 1/9/15

TITLE ACCEPT CHAPTER 390 OF THE ACTS OF 2014 TO ESTABLISH
A TAX TITLE COLLECTION REVOLVING FUND

CONTACT PERSON Nan Balmer, Town Admin'r

TELEPHONE (508) 358-3620

BOARD VOTE _____ DATE OF VOTE 1/12/2015

COST _____ NO COST _____ COST ESTIMATE AVAILABLE ON

TEXT:

ARTICLE ____ : **ACCEPT CHAPTER 390 OF THE ACTS OF 2014 TO
ESTABLISH A TAX TITLE COLLECTION REVOLVING FUND**

Proposed by: Board of Selectmen Estimated Cost: _____

To determine whether the Town will vote to accept the provisions of Chapter 390 of the Acts of 2014 to establish a tax title collection revolving fund.

SIGNATURE OF CHAIR _____

DATE 1/12/2015

Keating, Paul

From: MCTA Support <noreplynetqa@mycusthelp.com>
Sent: Thursday, December 18, 2014 12:12 PM
To: noreplynetqa@mycusthelp.com
Subject: A New Question Has Posted: S.2298 Tax Title Revolving Fund

Dear Member,

A new question in your area of interest has been posted to the site. To view the question and response please use the link below.

Thank you for using MCTA ListServ!

[Click here to view question.](#)

Thread:

Treasurer Collector Barbara A Auger Asked the Following On 12/18/2014 11:11:46 AM:

Title: S.2298 Tax Title Revolving Fund

GREAT NEWS: The Legislative Committee got word that S.2298 Tax Title Revolving Fund was passed and signed into law by the Governor!!

The new Law allows a city or town, upon local acceptance, to establish a revolving fund used to pay fees and costs of recording or filing documents and instruments, searching and examining titles, mailing, publishing or advertising notices or documents, petitioning the land court, serving court filings and documents and paying legal fees. The revolving fund is credited upon collection of fees and costs added to taxes, tax title, and tax foreclosures.

The MCTA is very grateful for the efforts of Senator Ken Donnelly of Arlington and Steve Roche of Victory Group for their efforts to move the bill onto the Governor. Thank you to the Legislative Committee and all of our members who took the time to contact their local senator and representative for support.

Good things happen when we all do a little work together!!

Happy Holidays!!

Barbara A Auger, MCTA Legislative Committee Chair

Powered by GovQA – Worldwide provider of Knowledge Networks and Citizen Action Centers – visit us at www.WebQA.net

ARTICLE FOR ANNUAL TOWN MEETING

SPONSOR: SELECTMEN DATE RECEIVED: 1/5/15

CONTACT PERSON: Nan Balmer TELEPHONE/Day: _____

TELEPHONE/Evening: _____

BOARD VOTE: _____ DATE OF VOTE: _____

TITLE: Create Chapter 44 Section 53 F 1/2 Recreation Enterprise Fund

COST: _____ NO COST: X COST ESTIMATE: _____

TEXT:

To see if the town will accept the provisions of Chapter 44, § 53F1/2 of the Massachusetts General Laws establishing recreation as an enterprise fund effective fiscal year 2016.

COMMENTS:

The current recreation revolving fund structure under Chapter 53 Section 53 E 1/2 is not viable. The 1% ceiling limits the ability of the Department to operate a municipal revolving fund under Chapter 44 Section 53 E 1/2. The Town should move away from this structure.

Chapter 44 Section 53F 1/2 allows a town to establish a recreation enterprise fund. There were about 20 recreation enterprise funds bases on 2010 Department of Revenue Data. The following presents the major highlights with an enterprise fund:

- 1) Interest is retained in the fund
- 2) A balanced revenue and expenditure budget is to be presented to the Town Administrator within 120 days of the start of a fiscal year. This budget must identify (1) all direct enterprise fund costs, (2) indirect costs incurred in the general fund and allocated to the enterprise fund for funding and (3) any subsidy provided by the general fund
- 3) Indirect costs are to be calculated in a fair and reasonable manner and are to be documented
- 4) Balances are retained in the enterprise fund. Retained earnings are certified by the Department of Revenue. Monies can be spent from retained earnings for any legal purpose only after certification by DOR
- 5) The enterprise fund is not required to recover its costs with enterprise generated revenues

The major difference with an enterprise fund for the Recreation Department is that this will require the Department to budget its program expenditures and corresponding revenues in January as part of the town budget process for the next fiscal year. This

would present a challenge to the way the Recreation Department currently budgets

PROS:

CONS:

SIGNATURE OF CHAIR _____ DATE _____

Mark Lanza Approval _____ DATE _____



ARTICLE FOR ANNUAL TOWN MEETING

SPONSOR: SELECTMEN DATE RECEIVED: 1/9/15

CONTACT PERSON: Nan Balmer TELEPHONE/Day: _____

TELEPHONE/Evening: _____

BOARD VOTE: _____ DATE OF VOTE: _____

TITLE: Create Chapter 44 Section 53 D Recreation Revolving Fund

COST: _____ NO COST: _____ COST ESTIMATE: _____

TEXT:

To see if the town will accept the provisions of Chapter 44, § 53 D of the Massachusetts General Laws establishing recreation as an revolving fund effective fiscal year 2016.

COMMENTS:

The current recreation revolving fund structure under Chapter 53 Section 53 E ½ is not viable. The 1% ceiling limits the ability of the Department to operate a municipal revolving fund under Chapter 44 Section 53 E ½. The Town should move away from this structure.

Chapter 44 Section 53D allows a town to establish a recreation revolving fund, provided that full time salaries are not charged to that fund, and provided further that any unreserved fund balance greater than \$10,000 reverts to the general fund. This structure is similar to the current structure where the Town utilizes a revolving fund without further appropriation and the general fund with appropriation for Recreation purposes. The differences are that (1) the 53D retains interest, (2) the 53D is not intended to allocate/ recover indirect costs and (3) would transfer any unreserved fund balance to the general fund if that balance exceeded \$1.000. Further, the 53D option allows the Department the flexibility to budget in a manner consistent with current practices. There is no certification of a 44:53D unreserved fund balance. There are about 117 44:53Ds based on DOR 2014 data.

PROS:

CONS:

SIGNATURE OF CHAIR _____ DATE _____

Mark Lanza Approval _____ DATE _____

ARTICLE FOR 2015 ANNUAL TOWN MEETING

SPONSOR Board of Selectmen at the request of the
Wastewater Management Dist. Comm. DATE REC'D 1/9/15

TITLE FUND PAYMENT IN LIEU OF SEWER BETTERMENT ASSESSMENT FOR
SEWER CAPACITY FOR TOWN-OWNED BUILDINGS

CONTACT PERSON Nan Balmer, Town Admin'r

TELEPHONE (508) 358-3620

BOARD VOTE _____ DATE OF VOTE 1/12/2015

COST _____ NO COST _____ COST ESTIMATE AVAILABLE ON

TEXT:

ARTICLE _____ : FUND PAYMENT IN LIEU OF SEWER BETTERMENT
ASSESSMENT FOR SEWER CAPACITY FOR TOWN-OWNED
BUILDINGS

Proposed by: Board of Selectmen Estimated Cost: \$ _____ .
at the Request of the
Wastewater Management
District Commission

To determine whether the Town will vote to appropriate a sum of money to be expended by the Board of Selectmen for a payment in lieu of a betterment assessment relative to the new Town-owned wastewater treatment plant for sewer capacity at said plant to connect a Town-owned building or buildings thereto; 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.

SIGNATURE OF CHAIR _____

DATE 1/12/2015

DATE: JANUARY 12, 2015
 TO: BOARD OF SELECTMEN
 FROM: NAN BALMER, TOWN ADMINISTRATOR
 RE: FY 16 BUDGET

REQUESTED ACTION:

VOTE TO MAKE EXPENSE BUDGET RECOMMENDATION TO THE FINANCE COMMITTEE FOR FY 16 FOR EACH TOWN BOARD, OFFICER AND COMMITTEE UNDER THE BOARD'S JURISDICTION.

BACKGROUND:

Under Chapter 19 of the Town's Finance By-law, the Board of Selectmen make an expense budget recommendation to the Finance Committee before January 15th of each year*.

The Board reviewed these expense budgets with the Finance Director on November 17, 2014 and approved capital budgets for these departments earlier in November. Overall increases in budgets under the Board's jurisdiction are increased 2% over last year. The Finance Director and I will be meeting with key departments to review expense budgets in light of 12/31/14 actual expenditures.

The Finance Committee expects to complete its review and present its recommended budget to the Board of Selectmen in early February.

****CHAPTER 19-4 ESTIMATES OF EXPENSES AND INCOME....."Prior to January 15 of each year, unless another date is agreed to, the Town Administrator shall review and make recommendations to the Board of Selectmen with respect to the budget requests, including both capital and expense items, and income estimates of all other Town boards, committees, offices and departments. except for the School Committee. In addition, the Board of Selectmen shall, no later than the 15th of January in each year, unless another date is agreed to, make both a capital and expense budget recommendation to the Finance Committee for the ensuing fiscal year for each Town board, officer and committee under its jurisdiction."***

A detailed FY 16 budget book prepared by the Finance Director dated 12/15/14 has been presented to you under separate cover. A summary statement of FY 16 expense budgets (with departments not under the Board's jurisdiction marked with an "X") is attached. The Departments (as categorized in the town's accounting and budget system) that are under the Board's jurisdiction include:

1. Selectmen
2. Town Office
3. Personnel Board
4. Finance
5. Treasurer
6. Town Counsel
7. Information Technology
8. Conservation
9. Surveyor
10. Facilities
11. Police
12. Joint Communications
13. Emergency Management
14. Dog Officer
15. Fire and ALS
16. Building and Zoning
17. Regional Vocational Schools
18. Veterans' Services
19. Council on Aging
20. Youth Services
21. Debt and Interest
22. Retirement
23. Unclassified;
 - a. Health and Life Insurance
 - b. Property Casualty and Liability Insurance
 - c. Other Benefits
 - d. Town Meeting
 - e. Street Lighting
 - f. Reserve Fund

After Town Meeting, the Finance Director and I will work together to make sure the role of the Board of Selectmen in the FY 17 Budget process is meaningful and clear.

PRESENTED "1/17/14 and to Finance Committee 12/15/14

FISCAL YEAR 2016 BUDGET		EXPENDED FY 2013	EXPENDED FY 2014	APPROVED FY 2015	REQUESTED FY 2016
SELECTMEN					
	<i>Total FTEs</i>	0.00	0.00	0.00	0.00
	PURCHASE OF SERVICES	\$19,992	\$23,463	\$24,000	\$24,000
	SUPPLIES	\$3,910	\$7,253	\$6,000	\$6,000
1	TOTAL EXPENSES	\$23,902	\$30,716	\$30,000	\$30,000
	TOTAL SELECTMEN	\$23,902	\$30,716	\$30,000	\$30,000
TOWN OFFICE					
	<i>Total FTEs</i>	4.00	4.50	5.00	5.00
2	PERSONNEL SERVICES	\$375,012	\$497,230	\$466,664	\$435,000
	PURCHASE OF SERVICES	\$8,240	\$13,620	\$10,000	\$10,000
	SUPPLIES	\$56,397	\$66,238	\$69,500	\$71,500
3	TOTAL EXPENSES	\$64,637	\$79,858	\$79,500	\$81,500
	TOTAL TOWN OFFICE	\$439,649	\$577,088	\$546,164	\$516,500
PERSONNEL BOARD					
	<i>Total FTEs</i>	0.00	0.00	0.00	0.00
4	PERSONNEL SERVICES	\$0	\$0	\$6,750	\$5,000
	PURCHASE OF SERVICES	\$5,268	\$4,157	\$10,000	\$10,000
5	TOTAL EXPENSES	\$5,268	\$4,157	\$10,000	\$10,000
	TOTAL PERSONNEL BOARD	\$5,268	\$4,157	\$16,750	\$15,000
FINANCE					
	<i>Total FTEs</i>	4.43	4.43	4.54	4.54
6	PERSONNEL SERVICES	\$268,198	\$274,089	\$315,161	\$318,300
	PURCHASE OF SERVICES	\$38,553	\$64,946	\$48,700	\$48,700
	SUPPLIES	\$1,573	\$991	\$3,000	\$3,000
7	TOTAL EXPENSES	\$40,126	\$65,937	\$51,700	\$51,700
	TOTAL FINANCE	\$308,324	\$340,026	\$366,861	\$370,000
X	ASSESSOR				
	<i>Total FTEs</i>	4.00	4.00	4.00	4.00
8	PERSONNEL SERVICES	\$224,238	\$238,932	\$243,090	\$244,460
	PURCHASE OF SERVICES	\$43,736	\$78,663	\$74,800	\$49,850
	SUPPLIES	\$2,931	\$1,705	\$3,000	\$3,000
9	TOTAL EXPENSES	\$46,667	\$80,368	\$77,800	\$52,850
	TOTAL ASSESSOR	\$270,905	\$319,300	\$320,890	\$297,310
TREASURER					
	<i>Total FTEs</i>	3.26	3.26	3.26	3.26
10	PERSONNEL SERVICES	\$189,881	\$196,076	\$196,650	\$199,000
	PURCHASE OF SERVICES	\$26,164	\$37,824	\$30,400	\$115,700
	SUPPLIES	\$111	\$0	\$500	\$200
11	TOTAL EXPENSES	\$26,275	\$37,824	\$30,900	\$115,900
	TOTAL TREASURER	\$216,156	\$233,900	\$227,550	\$314,900

All departments marked "X" are not under the jurisdiction of the Board of Selectmen.

TOWN COUNSEL					
	<i>Total FTEs</i>	0.00	0.00	0.00	0.00
	PURCHASE OF SERVICES	\$146,621	\$170,312	\$190,000	\$190,000
	SUPPLIES	\$5,842	\$4,334		
12	TOTAL EXPENSES	\$152,463	\$174,646	\$190,000	\$190,000
	TOTAL TOWN COUNSEL	\$152,463	\$174,646	\$190,000	\$190,000
INFORMATION TECHNOLOGY					
	<i>Total FTEs</i>	1.00	1.00	1.00	1.00
13	PERSONNEL SERVICES	\$82,197	\$84,085	\$83,842	\$83,842
	PURCHASE OF SERVICES	\$199,949	\$147,743	\$178,484	\$91,890
	SUPPLIES	\$27,869	\$52,351	\$43,000	\$146,300
14	TOTAL EXPENSES	\$227,818	\$200,094	\$221,484	\$238,190
	TOTAL INFORMATION TECHNOLOGY	\$310,015	\$284,179	\$305,326	\$322,032
X	TOWN CLERK				
	<i>Total FTEs</i>	2.00	2.00	2.00	2.00
15	PERSONNEL SERVICES	\$130,151	\$124,327	\$121,988	\$120,584
	PURCHASE OF SERVICES	\$4,961	\$7,598	\$10,215	\$15,643
	SUPPLIES	\$1,332	\$1,269	\$1,400	\$1,400
16	TOTAL EXPENSES	\$6,293	\$8,867	\$11,615	\$17,043
	TOTAL TOWN CLERK	\$136,444	\$133,194	\$133,603	\$137,627
X	ELECTIONS				
	<i>Total FTEs</i>	0.00	0.00	0.00	0.00
17	PERSONNEL SERVICES	\$32,238	\$19,966	\$24,328	\$22,608
	PURCHASE OF SERVICES	\$1,239	\$361	\$900	\$2,500
	SUPPLIES	\$9,340	\$7,680	\$9,970	\$9,130
18	TOTAL EXPENSES	\$10,579	\$8,041	\$10,870	\$11,630
	TOTAL ELECTIONS	\$42,817	\$28,007	\$35,198	\$34,238
X	REGISTRAR				
	<i>Total FTEs</i>	0.00	0.00	0.00	0.00
19	PERSONNEL SERVICES	\$925	\$275	\$275	\$275
	PURCHASE OF SERVICES	\$3,744	\$3,901	\$4,000	\$4,050
20	TOTAL EXPENSES	\$3,744	\$3,901	\$4,000	\$4,050
	TOTAL REGISTRAR	\$4,669	\$4,176	\$4,275	\$4,325
CONSERVATION					
	<i>Total FTEs</i>	1.83	1.83	1.83	1.83
21	PERSONNEL SERVICES	\$129,552	\$135,052	\$140,444	\$144,457
	PURCHASE OF SERVICES	\$9,511	\$9,711	\$22,500	\$23,000
	SUPPLIES	\$7,578	\$6,233	\$7,400	\$14,400
22	TOTAL EXPENSES	\$17,089	\$15,944	\$29,900	\$37,400
	TOTAL CONSERVATION	\$146,641	\$150,996	\$170,344	\$181,857
X	PLANNING				
	<i>Total FTEs</i>	1.40	1.40	1.40	1.40
23	PERSONNEL SERVICES	\$101,375	\$103,703	\$105,990	\$105,000
	PURCHASE OF SERVICES	\$0	\$2,746	\$3,000	\$3,000
	SUPPLIES	\$3,505	\$42	\$1,500	\$1,500
24	TOTAL EXPENSES	\$3,505	\$2,788	\$4,500	\$4,500
	TOTAL PLANNING	\$104,880	\$106,491	\$110,490	\$109,500

SURVEYOR					
	<i>Total FTEs</i>	2.00	2.00	2.00	2.00
25	PERSONNEL SERVICES	\$157,625	\$160,605	\$160,778	\$160,778
	PURCHASE OF SERVICES	\$10,361	\$12,519	\$22,800	\$22,800
	SUPPLIES	\$5,788	\$2,578	\$4,150	\$4,150
26	TOTAL EXPENSES	\$16,149	\$15,097	\$26,950	\$26,950
	TOTAL SURVEYOR	\$173,774	\$175,702	\$187,728	\$187,728
FACILITIES					
	<i>Total FTEs</i>	3.54	3.54	3.54	3.54
27	PERSONNEL SERVICES	\$251,293	\$270,837	\$273,192	\$279,722
28	PURCHASE OF SERVICES	\$202,928	\$196,617	\$240,952	\$252,900
	Contract Services	\$63,619		\$65,102	
	Repairs & Other Expenses	\$105,373		\$175,850	
29	UTILITIES	\$582,087	\$575,564	\$567,665	\$529,000
30	SUPPLIES	\$36,262	\$26,782	\$38,500	\$39,500
	TOTAL FACILITIES	\$1,072,570	\$1,069,800	\$1,120,309	\$1,101,122
MISC COMMITTEES					
<i>Commission, Historic District Commission, Public Ceremonies Committee, 375th Celebration Anniversary Commemoration Committee</i>					
	<i>Total FTEs</i>	0.00	0.00	0.00	0.00
31	PURCHASE OF SERVICES	\$76,482	\$48,307	\$49,775	\$49,775
	TOTAL EXPENSES	\$76,482	\$48,307	\$49,775	\$49,775
	TOTAL MISC COMMITTEES	\$76,482	\$48,307	\$49,775	\$49,775
POLICE					
	<i>Total FTEs</i>	24.33	25.33	25.59	25.59
32	PERSONNEL SERVICES	\$2,041,981	\$2,105,446	\$2,196,125	\$2,231,344
	PURCHASE OF SERVICES	\$136,235	\$132,761	\$135,950	\$138,890
	SUPPLIES	\$184,296	\$181,950	\$199,000	\$181,400
33	TOTAL EXPENSES	\$320,531	\$314,711	\$334,950	\$320,290
	TOTAL POLICE	\$2,362,512	\$2,420,157	\$2,531,075	\$2,551,634
JOINT COMMUNICATIONS					
	<i>Total FTEs</i>	8.00	8.00	8.00	8.00
34	PERSONNEL SERVICES	\$448,558	\$462,562	\$472,650	\$475,400
	PURCHASE OF SERVICES	\$17,599	\$16,186	\$11,600	\$11,600
	UTILITIES	\$13,870	\$13,724	\$10,000	\$10,000
	SUPPLIES	\$8,353	\$6,005	\$5,500	\$5,500
35	TOTAL EXPENSES	\$39,822	\$35,915	\$27,100	\$27,100
	TOTAL JOINT COMMUNICATIONS	\$488,380	\$498,477	\$499,750	\$502,500
EMERGENCY MANAGEMENT					
	<i>Total FTEs</i>	0.00	0.00	0.00	0.00
	PURCHASE OF SERVICES	\$16,079	\$13,447	\$16,000	\$16,000
	SUPPLIES	\$6,730	\$9,125	\$7,000	\$7,000
36	TOTAL EXPENSES	\$22,809	\$22,572	\$23,000	\$23,000
	TOTAL EMERGENCY MANAGEMENT	\$22,809	\$22,572	\$23,000	\$23,000

	DOG OFFICER				
	<i>Total FTEs</i>	0.00	0.00	0.00	0.00
	PURCHASE OF SERVICES	\$22,544	\$22,962	\$21,500	\$21,500
	SUPPLIES	\$0	\$0	\$1	\$1
37	TOTAL EXPENSES	\$22,544	\$22,962	\$21,501	\$21,501
	TOTAL DOG OFFICER	\$22,544	\$22,962	\$21,501	\$21,501
	FIRE & ALS				
	<i>Total FTEs</i>	28.87	28.87	27.87	27.87
38	PERSONNEL SERVICES	\$2,193,795	\$2,204,981	\$2,311,164	\$2,305,349
	PURCHASE OF SERVICES	\$81,308	\$34,528	\$55,500	\$77,500
	SUPPLIES	\$104,316	\$161,762	\$163,745	\$175,608
39	TOTAL EXPENSES	\$185,624	\$196,290	\$219,245	\$253,108
	TOTAL FIRE	\$2,379,419	\$2,401,271	\$2,530,409	\$2,558,457
	BUILDING & ZONING				
	<i>Total FTEs</i>	4.63	4.63	4.63	4.63
40	PERSONNEL SERVICES	\$242,198	\$271,999	\$285,317	\$293,767
	PURCHASE OF SERVICES	\$10,462	\$12,539	\$14,000	\$12,000
	SUPPLIES	\$2,438	\$1,705	\$501	\$2,501
41	TOTAL EXPENSES	\$12,900	\$14,244	\$14,501	\$14,501
	TOTAL BUILDING & ZONING	\$255,098	\$286,243	\$299,818	\$308,268
X	SCHOOLS				
	<i>Total FTEs</i>	374.42	374.64	392.35	392.35
42	TOTAL SCHOOLS	\$32,521,598	\$33,516,931	\$35,433,047	\$0
	REGIONAL VOCATIONAL SCHOOLS				
	<i>Total FTEs</i>	0.00	0.00	0.00	0.00
43	TOTAL REGIONAL VOC SCHOOLS	\$257,220	\$212,417	\$199,833	\$199,833
X	DPW				
	<i>Total FTEs</i>	28.37	28.37	29.41	29.41
44	PERSONNEL SERVICES	1,307,397	1,304,211	1,339,786	1,339,786
X	HIGHWAY				
	PERSONNEL SERVICES	\$929,176	\$925,976	\$936,591	\$936,591
45	PURCHASE SERVICES	\$474,419	\$265,702	\$206,700	\$227,700
46	SUPPLIES	\$54,512	\$65,005	\$74,800	\$74,800
X	PARK AND CEMETERY				
	PERSONNEL SERVICES	\$378,221	\$378,235	\$403,195	\$403,195
47	PURCHASE SERVICES	\$120,556	\$101,809	\$100,500	\$160,500
48	SUPPLIES	\$92,243	\$93,289	\$97,500	\$107,500
X	LANDFILL				
49	PURCHASE SERVICES	\$52,167	\$55,457	\$65,000	\$65,000
	TOTAL DPW	\$2,101,294	\$1,885,473	\$1,884,286	\$1,975,286
X	SNOW				
	<i>Total FTEs</i>	0.00	0.00	0.00	0.00
50	PERSONNEL SERVICES	\$188,254	\$154,947	\$125,000	\$125,000
	PURCHASE OF SERVICES	\$182,738	\$146,689	\$110,000	\$110,000
	SUPPLIES	\$240,668	\$333,189	\$215,000	\$215,000
51	TOTAL EXPENSES	\$423,406	\$479,878	\$325,000	\$325,000
	TOTAL SNOW	\$611,660	\$634,825	\$450,000	\$450,000

[ESTIMATED BUDGET
PRE-SUBMISSION]

X	BOARD OF HEALTH				
	<i>Total FTEs</i>	9.15	9.15	9.29	9.29
52	PERSONNEL SERVICES	\$568,742	\$589,601	\$597,418	\$637,877
	PURCHASE OF SERVICES	\$137,030	\$130,144	\$163,500	\$165,790
	SUPPLIES	\$12,803	\$13,447	\$13,541	\$15,700
53	TOTAL EXPENSES	\$149,833	\$143,591	\$177,041	\$181,490
	TOTAL BOARD OF HEALTH	\$718,575	\$733,192	\$774,459	\$819,367
	VETERANS SERVICES				
	<i>Total FTEs</i>	0.00	0.00	0.00	0.00
54	PERSONNEL SERVICES	\$567	\$0	\$0	\$0
	PURCHASE OF SERVICES	\$20,461	\$26,400	\$35,200	\$41,600
	SUPPLIES	\$2,559	\$2,826	\$6,000	\$3,000
55	TOTAL EXPENSES	\$23,020	\$29,226	\$41,200	\$44,600
	TOTAL VETERANS SERVICES	\$23,587	\$29,226	\$41,200	\$44,600
	COUNCIL ON AGING				
	<i>Total FTEs</i>	2.83	2.83	2.83	2.83
56	PERSONNEL SERVICES	\$160,505	\$166,009	\$167,388	\$168,776
	PURCHASE OF SERVICES	\$39,199	\$44,759	\$46,700	\$46,700
	SUPPLIES	\$7,886	\$9,028	\$8,800	\$8,800
57	TOTAL EXPENSES	\$47,085	\$53,787	\$55,500	\$55,500
	TOTAL COUNCIL ON AGING	\$207,590	\$219,796	\$222,888	\$224,276
	YOUTH SERVICES				
	<i>Total FTEs</i>	2.11	2.11	2.17	2.17
58	PERSONNEL SERVICES	\$153,348	\$157,401	\$159,653	\$160,853
	PURCHASE OF SERVICES	\$2,604	\$2,734	\$2,850	\$2,850
	SUPPLIES	\$1,043	\$907	\$1,225	\$1,225
59	TOTAL EXPENSES	\$3,647	\$3,641	\$4,075	\$4,075
	TOTAL YOUTH SERVICES	\$156,995	\$161,042	\$163,728	\$164,928
X	LIBRARY				
	<i>Total FTEs</i>	14.74	14.74	14.74	14.74
60	PERSONNEL SERVICES	\$736,148	\$757,017	\$765,000	\$826,800
	PURCHASE OF SERVICES	\$45,286	\$44,123	\$45,700	\$47,700
	SUPPLIES	\$180,934	\$184,164	\$172,600	\$185,000
61	TOTAL EXPENSES	\$226,220	\$228,287	\$218,300	\$232,700
	TOTAL LIBRARY	\$962,368	\$985,304	\$983,300	\$1,059,500
X	RECREATION				
	<i>Total FTEs</i>	2.33	1.83	2.11	2.11
62	PERSONNEL SERVICES	\$315,997	\$244,885	\$320,364	\$245,500
	SUPPLIES	\$25,000	\$0	\$0	\$0
	TOTAL EXPENSES	\$340,997	\$244,885	\$320,364	\$245,500
	TOTAL RECREATION	\$340,997	\$244,885	\$320,364	\$245,500

DEBT AND INTEREST					
	<i>Total FTEs</i>	<i>0.00</i>	<i>0.00</i>		
63	TOTAL DEBT AND INTEREST	\$7,637,937	\$7,308,513	\$7,789,058	\$7,666,318
RETIREMENT					
	<i>Total FTEs</i>	<i>0.00</i>	<i>0.00</i>		
	PURCHASE OF SERVICES	\$3,171,056	\$3,507,480	\$3,740,468	\$3,967,018
64	TOTAL RETIREMENT	\$3,171,056	\$3,507,480	\$3,740,468	\$3,967,018
UNCLASSIFIED					
	<i>Total FTEs</i>	<i>0.00</i>	<i>0.00</i>	\$0	\$0
	HEALTH & LIFE INSURANCE				
	Employee Health Insurance (439)	\$4,007,981	\$5,506,933	\$4,662,231	\$6,750,000
	Retiree Health Insurance (429)	\$1,548,554		\$1,455,479	
	Employee HRA Accounts (439)	\$240,220	\$218,712	\$0	
	Health Insurance Incentive Walver (44)	\$129,039	\$165,978	\$150,000	
	Employee & Retiree Life Insurance (667)	\$15,745	\$15,464	\$17,000	
	Other Expenses	\$36,478	\$17,424	\$55,000	
	<i>Parentetical enrollment represent FY 14 estimates</i>				
65	TOTAL HEALTH/LIFE INSURANCE	\$5,978,017	\$5,924,511	\$6,339,710	\$6,750,000
	OTHER INSURANCE				
66	PROPERTY, CASUALTY & LIABILITY INSURANCE	\$518,680	\$479,048	\$615,000	\$615,000
67	MEDICARE TAX - 1.45%	\$545,170	\$557,986	\$560,000	\$570,000
68	UNEMPLOYMENT COMPENSATION	\$32,578	\$48,914	\$125,000	\$75,000
69	NON CONTRIBUTORY RETIREMENT	\$17,870	\$16,772	\$19,000	\$18,000
70	POLICE/FIRE DISABILITY	\$5,972	\$6,729	\$15,000	\$15,000
71	OCCUPATIONAL HEALTH	\$4,361	\$5,091	\$8,000	\$8,000
	TOTAL OTHER INSURANCE	\$1,124,631	\$1,114,540	\$1,342,000	\$1,301,000
72	SICK LEAVE BUYBACK	-	\$7,500	\$53,000	\$40,000
73	RESERVE FOR SALARY SETTLEMENT	\$0	\$0	\$300,000	\$300,000
74	TOWN MEETING	\$78,294	\$89,999	\$90,000	\$90,000
75	STREET LIGHTING	\$141,999	\$114,982	\$130,000	\$130,000
76	RESERVE FUND	\$0	\$0	\$325,000	\$325,000
	TOTAL UNCLASSIFIED	\$7,322,941	\$7,251,532	\$8,579,710	\$8,936,000
TOTAL GENERAL FUND BUDGET		\$65,049,539	\$66,022,983	\$70,303,157	\$35,579,900

WATER FUND					
	<i>Total FTEs</i>	9.00	9.00	8.00	8.00
	SALARIES	\$1,025,675	\$658,358	\$713,880	\$713,881
	PURCHASE OF SERVICES	\$445,000	\$474,673	\$450,117	\$550,117
	UTILITIES	\$335,000	\$290,915	\$363,271	\$365,000
	SUPPLIES	\$470,000	\$499,600	\$470,000	\$570,000
	OTHER FINANCING USES	\$0	\$1,543,213	\$348,583	\$0
	DEBT SERVICE	\$1,224,659	\$1,167,749	\$1,086,203	\$1,115,703
78	TOTAL WATER DEPARTMENT	\$3,500,334	\$4,634,508	\$3,432,054	\$3,314,701
SEPTAGE FUND					
	<i>Total FTEs</i>	0.00	0.00		
	SALARIES - RETIREE CHARGES	\$32,807	\$33,205	\$39,502	\$34,369
	PURCHASE OF SERVICES	\$0			
78	TOTAL SEPTAGE DEPARTMENT	\$32,807	\$33,205	\$39,502	\$34,369
WASTEWATER MGMT DISTRICT COMM					
	<i>Total FTEs</i>	0.00	0.00		
	SALARIES	\$0	\$22,864	\$0	\$22,000
	PURCHASE OF SERVICES	\$168,000	\$130,434	\$145,725	\$115,275
	UTILITIES	\$0	\$42,766	\$57,400	\$52,201
	SUPPLIES	\$15,000	\$22,870	\$0	\$30,000
	OTHER FINANCING USES		\$15,919		
	DEBT SERVICE	\$452,160	\$450,644	\$451,780	\$486,679
80	TOTAL WASTEWATER MGMT COMM	\$635,160	\$662,633	\$654,905	\$706,155
	<i>Grand Total FTEs</i>	536.24	537.46	555.56	555.56
	TOTAL ENTERPRISE FUNDS	\$4,168,301	\$5,330,346	\$4,126,461	\$4,055,225
	GRAND TOTAL OMNIBUS BUDGET	\$69,217,840	\$71,353,329	\$74,429,618	\$39,635,125

TOWN ADMINISTRATOR'S REPORT

FOR THE WEEK ENDING JANUARY 9, 2015

1. **TREASURER'S UPDATE- CASH RECONCILIATION:** The Treasurer provided the following update on cash reconciliation Friday morning: "August should be resolved today. I have talked with Dan Sullivan regarding the timing differences. He is planning on coming in next week and will resolve that reporting issue. From that point I believe we can go forward with each month fairly quickly. As I have mentioned, I have input on Quick Books all my bank statements through November and am currently balancing December's statements." I will continue to monitor progress with the goal of complete cash reconciliation through December 2014 by the end of January.
2. **PLANNING BOARD ARTICLES:** The Planning Board decided it would not submit articles for this Town Meeting.
3. **CPA PROJECT ARTICLES:** Please see attached.
4. **SAFETY:** Three safety measures will be implemented in Town Building: 1) "ALICE" training, 2) Building Intercom through phones, 3) 9-1-1 will be set up to identify location of phone extensions when 9-1-1 calls are made from town building.
5. **LIBRARY:** The Library Trustees will appoint a "Citizens Library Planning Committee" which is a requirement for state funding through the MLBC.
6. **DOCUMENT MANAGEMENT:** Key personnel will receive an introduction to the document management system to scan and retain electronic copies of town documents. For example, land use departments can scan files by map and parcel so that the public can have access to historical property records.
7. **BUILDING DEPARTMENT:** There were 799 building department permits pulled in calendar year 2014 – Eleven building permits have been pulled for the River Trail project.
8. **RECREATION:** The Recreation Director completed a comprehensive inventory of Town- School maintenance requirements for facilities as well as a draft policy on maintenance. The document is under review by departments. In addition an external consultant, Mark Abrahams has completed a review of the Recreation Revolving Fund and articles will be submitted to change the type of fund. Mr. Abrahams report will be forwarded to you as soon as it is complete.
9. **UPCOMING MEETINGS:** The following are potential meeting dates for the Board of Selectmen.
I would appreciate the Board's guidance on the ordering of agenda topics for these meetings. Identified tasks are listed.
 1. Tuesday January 20
 2. Monday January 26 Finance Committee Warrant Hearing & Debt Exclusion recommendation to BOS
 3. Monday February 2 (Tent.) Finance Committee presents recommended FY 16 Operating Budget Board votes to insert warrant articles. Last date to consider opening of Special Town Meeting within Annual Town Meeting.

4. Monday February 9 Board numbers warrant articles
5. Tuesday February 16 Selectmen accept public comment on ballot questions if any
6. Monday February 23 Last meeting to submit ballot questions to Town Clerk;
7. Monday March 2 Last meeting before Warrant goes to printer- (Deadline for changes 2/25)
8. Monday March 9 Warrant delivered to BOS
9. Monday March 16 Selectmen sign warrant for posting; Motions delivered by Town Counsel
10. Monday March 23
11. Monday March 30 BOS Warrant Hearing; Last meeting to review proposed motions and vote positions on articles

Monday April 6 - First day of Annual Town Meeting



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, January 12, 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 Town Counsel Mark J. Lanza for the Month Ending December 31, 2014: \$9,937.33
3. Vote the Question of Approving the Invoice of Kopelman and Paige, PC, for Services Through September 30, 2014, Statement No. 102041: \$36.00
4. Vote the Question of Approving the Placement of Temporary Signs for the Wayland Children and Parents Association Fundraising Event 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 January 12-19, 2015
5. Vote the Question of Approving the Application to Sell Wine at the Wayland Winter Farmers' Market at Russell's Garden Center, 397 Boston Post Road, for Grape Island Inc. dba Mill River Winery, Donna M. Martin, Manager, on Saturdays, January 17, 2015, January 31, 2014, February 7, 2015, February 14, 2015, and March 7, 2015, from 10:00 a.m. to 2:00 p.m.
6. Vote the Question of Approving the Application to Sell Wine at the Wayland Winter Farmers' Market at Russell's Garden Center, 397 Boston Post Road, for Zoll Brothers Private Cellars LLC, Frank Zoll, Manager, on Saturdays, January 24, 2015, February 7, 2015, February 28, 2015, and March 14, 2015, from 10:00 a.m. to 2:00 p.m.
7. Vote the Question of Authorizing the Extension of the Committee Charge for the Council on Aging/Community Center Advisory Committee to June 30, 2015
8. Vote the Question of Authorizing the Town Administrator to Sign Contracts with Tata and Howard to Prepare an ANR (Approval Not Required) Plan and Utilities Plan and for Tighe & Bond to Advise the Town on New State Environmental Code Requirements for Methane

Mark J. Lanza
Attorney at Law
 9 Damonmill Square - Suite 4A4
 Concord, MA 01742
 Tel. # (978) 369-9100
 Fax # (978) 369-9916
 e-mail: mjlanza@comcast.net

RECEIVED
 JAN -5 2015
 Board of Selectmen
 Town of Wayland

INVOICE - TOWN OF WAYLAND - 12/31/2014

SUMMARY

FEE CALCULATION: 64.9 HOURS X \$160.00 PER HOUR =	\$ 10,384.00
DISBURSEMENTS (See below for detail)	49.33
LESS: 50% of 20 WAYLAND CASE COSTS PAID FROM WWMDC FUNDS	-496.00
TOTAL 12/31/14 INVOICE.....	<u>\$9,937.33</u>
AMOUNT PAYABLE FROM GENERAL FUND LEGAL BUDGET.....	<u>\$8,097.33</u>
AMOUNT PAYABLE FROM GENERAL FUND ECONOMIC DEVELOPMENT COMM. PROFESSIONAL SERVICES ACC'T	<u>\$ 720.00</u>
AMOUNT PAYABLE FROM SCHOOL BUDGET.....	<u>\$1,120.00</u>

DISBURSEMENTS

12/2014	Long Dist. Tel. Charges (Detail on File)	12.87
12/2014	Postage	18.46
12/2014	FAXing (978) 369-9916 & (978) 261-5034	0.00
12/2014	Copying	9.50
12/2014	Mobile Phone (Detail on file)	8.50
Total Disbursements \$		<u>49.33</u>

KOPELMAN AND PAIGE, P.C.

101 ARCH STREET
BOSTON, MA 02110

(617)556-0007

STATEMENT NO. 102041

BOARD OF SELECTMEN
WAYLAND TOWN HALL
41 COCHITUATE ROAD
WAYLAND, MA 01778

IN REFERENCE TO: PROFESSIONAL SERVICES THROUGH SEPTEMBER 30, 2014
OCTOBER 28, 2014

TOTAL FEES:	36.00
TOTAL COSTS:	<u>0.00</u>
BALANCE DUE:	<u>36.00</u>



January 4, 2015

Via Email (mdinapoli@wayland.ma.us)

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

Re: Signboard Request

Dear Ms. DiNapoli:

The Wayland Children and Parents Association is hosting a Curious Creatures live animal show on Monday January 19th at the Claypitt Hill School Gym. This is a fundraising event for the WCPA.

We are requesting permission to post our sandwich boards to promote this event starting January 12th, 2015 at the following locations:

- "Five Corners" of Rt. 126 and Rt 27
- Cochituate Fire Station
- Corner of Route 20 and Route 27
- Coach Grill

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

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

THE COMMONWEALTH OF MASSACHUSETTS

EXECUTIVE OFFICE OF ENERGY AND ENVIRONMENTAL AFFAIRS



Department of Agricultural Resources

251 Causeway Street, Suite 500, Boston, MA 02114
617-626-1700 fax: 617-626-1850 www.mass.gov/agr



DEVAL L. PATRICK
Governor

MAEVE VALLELY BARTLETT
Secretary

GREGORY C. WATSON
Commissioner

November 10, 2014

Grape Island Inc.
Donna M. Martin
498 Newburyport Turnpike
Rowley, MA 01969

Re: Certification of Agricultural Event Pursuant to M.G.L. c. 138, Section 15F

Dear Ms. Martin:

Please be advised that your application for certification of Wayland Winter Farmers' Market, on Saturdays from January 10th 2015 to March 14th 2015, from 10:00 am to 2:00 pm as an agricultural event pursuant to M.G.L. c. 138, Section 15F has been approved.

Please remember that, upon certification of an agricultural event by MDAR, the farm-winery must submit a copy of the approved application to the local licensing authority along with the application for obtaining a special license from the city or town in which the event will be held. Upon issuance of a special license, the winery should confirm that a copy of the special license was sent by the local licensing authority to the Alcoholic Beverages Control Commission (ABCC) at least seven (7) days prior to the event.

Sincerely,

A handwritten signature in black ink that reads "Gregory C. Watson". The signature is written in a cursive style with a large, sweeping initial "G".

Gregory C. Watson, Commissioner

THE COMMONWEALTH OF MASSACHUSETTS
EXECUTIVE OFFICE OF ENERGY AND ENVIRONMENTAL AFFAIRS



Department of Agricultural Resources

251 Causeway Street, Suite 500, Boston, MA 02114
617-626-1700 fax: 617-626-1850 www.mass.gov/agr



Application for Certification of an Agricultural Event for the Sale of Wine
Pursuant to M.G.L. c. 138, Section 15F
*To be completed by the licensed farm-winery and returned to the
Agricultural Event Certification Program, 251 Causeway Street, Suite 500, Boston, MA 02114

1. Applicant Information:

Name of Licensed Farm-Winery		GRAPE ISLAND INC. dba Mill River Winery			
Farm-Winery License Number		FW-69	State of Issue	MA	Winery
Contact Person	Donna M. Martin				
Address	498 Newburyport Turnpike				
City	Rowley	State	MA	Zip	01969
Phone Number	978 8864132	Email	donna@millriverwinery.com		
Name of Agricultural Event (Please attach Approval Letter from event management as required by M.G.L. c. 138, Section 15F)		9784321280 Wayland Winter Farmer Market 2015			

2. Event Information:

Type of Event	<input type="checkbox"/> Agricultural Fair (as defined by MDAR policy) <input checked="" type="checkbox"/> Farmers Market (as defined by MDAR policy) <input type="checkbox"/> Other Agricultural Event				
Name of Event	Wayland Winter Farmers' Market				
Event Address	397 Boston Post Road				
City	Wayland	State	MA	Zip	01778
Event Phone Number	508-358-2283	Event Website	http://www.russellsgardencenter.com/html/WinterFarmersMarket.html		
Primary Contact for Event	Peg Mallett				
Contact Address	397 Boston Post Road				
City	Wayland	State	MA	Zip	01778
Phone Number	508-358-2283 ext.336	Email	mallettpeg@gmail.com		

3. Event Description	
What are the date(s) and time(s) of the event?	January 10 - March 14, 2015, 10AM-2PM
Is this an annual event?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
How does this event promote local agriculture?	The Market provides a venue for farmers to sell vegetables, fruit, meat, honey, dairy products, animal fiber and wine.
Are all or some of the products at the event grown and produced in Massachusetts?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
How many exhibitors have products that are grown or produced in Massachusetts?	85+
What is the total number of exhibitors at event?	45 - 60 vendors per week
Does the event include Massachusetts farmers selling their own goods? (If yes, please attach a list of vendors with brief descriptions)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Does the event include competitive agriculture?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
Does the event have operational guidelines or rules? (If yes, please attach a copy)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Has the event been inspected by the Department in the last two years? If yes, what was the date of the inspection(s)?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
Is the event sponsored or run by an agricultural/horticultural society, grange, agricultural commission or association whose primary purpose is the promotion of agriculture and its allied industries?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, please identify: _____

P. 0 11/7/2014

4. Event Management					
Name of Event Manager	Peg Mallett				
Manager Address	397 Boston Post Road				
City	Wayland	State	MA	Zip	01778
Is this person the on-site manager?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No				
If no, please identify on-site manager (include contact information): _____					
If there are multiple managers please list (include contact information):					

THE COMMONWEALTH OF MASSACHUSETTS

EXECUTIVE OFFICE OF ENERGY AND ENVIRONMENTAL AFFAIRS



Department of Agricultural Resources

251 Causeway Street, Suite 500, Boston, MA 02114
617-626-1700 fax: 617-626-1850 www.mass.gov/agr



DEVAL L. PATRICK
Governor

MAEVE VALLELY BARTLETT
Secretary

GREGORY C. WATSON
Commissioner

December 22, 2014

Zoll Cellars
Frank Zoll
110 Old Mill Rd.
Shrewsbury, MA 01545

Re: Certification of Agricultural Event Pursuant to M.G.L. c. 138, Section 15F

Dear Mr. Zoll:

Please be advised that your application for certification of Wayland Winter Farmers' Market, on Saturdays from January 10th to March 14th 2015, from 10:00 am to 2:00 pm as an agricultural event pursuant to M.G.L. c. 138, Section 15F has been approved.

Please remember that, upon certification of an agricultural event by MDAR, the farm-winery must submit a copy of the approved application to the local licensing authority along with the application for obtaining a special license from the city or town in which the event will be held. Upon issuance of a special license, the winery should confirm that a copy of the special license was sent by the local licensing authority to the Alcoholic Beverages Control Commission (ABCC) at least seven (7) days prior to the event.

Sincerely,

A handwritten signature in black ink that reads "Gregory C. Watson". The signature is fluid and cursive, with the first letters of each name being capitalized and prominent.

Gregory C. Watson, Commissioner

**APPLICATION BY A FARMER WINERY FOR LICENSE TO SELL AT A
FARMER'S MARKET
(CH.138, §15F)**

YEAR 20

1. Licensee Information:		ABCC License Number: (If Existing Licensee)	<input type="text" value="64"/>	
Name of Applicant:	<input type="text" value="Zoll Brothers Private Cellars LLC"/>	Business Name (d/b/a if different):	<input type="text" value="Zoll Cellars"/>	
Mailing Address:	<input type="text" value="110 Old Mill Road"/>	City/Town:	<input type="text" value="Shrewsbury"/>	State <input type="text" value="MA"/> Zip <input type="text" value="01545"/>
Manager of Record:	<input type="text" value="Frank Zoll"/>	Phone Number of Premises:	<input type="text" value="(857) 498-1665"/>	
Other Phone:	<input type="text"/>	Email:	<input type="text" value="zollcellars@gmail.com"/>	Website: <input type="text" value="www.zollwine.com"/>
Contact Person concerning this application (attorney if applicable):				
Name:	<input type="text" value="Frank Zoll"/>	City/Town:	<input type="text" value="Shrewsbury"/>	State <input type="text" value="MA"/> Zip <input type="text" value="01545"/>
Address:	<input type="text" value="110 Old Mill Road"/>	Email:	<input type="text" value="zollcellars@gmail.com"/>	
Contact Number:	<input type="text" value="(857) 498-1665"/>	Fax Number:	<input type="text"/>	

2. Event Information:					
A. Farmer's Market licenses are only permitted at events that the Department of Agriculture has certified as Agricultural Events.					
<i>Please attach document from Department of Agricultural Resources certifying that this is an agricultural event.</i>					
Date(s) of Event:	<input type="text" value="Jan 10th - March 14th 2015 Saturdays 10-2pm"/>				
B. Contact person for applicant during event:					
Name:	<input type="text" value="Frank Zoll"/>				
Phone number of contact:	<input type="text" value="(857) 498-1665"/>				
C. Description of the premises within the Farmer's Market:					
Address of Premises for the Sale of Wine:	<input type="text" value="397 Boston Post Road"/>				
City/Town:	<input type="text" value="Wayland"/>	State <input type="text" value="Ma"/>	Zip <input type="text" value="01778"/>	Phone Number of Premises:	<input type="text" value="(508) 358-2283"/>
Describe Area to be Licensed:					
<input type="text" value="Greenhouses within Russels Garden Center"/>					

**APPLICATION FOR LICENSE BY A FARMER WINERY TO SELL AT A
FARMER'S MARKET
(CH.138, §15F)**

3. Existing License(s) to Manufacture, Export and Sell at Retail:

List the license(s) you hold which authorize the manufacture, exportation and retail sale of wine to consumers: (Attach a copy of each license)

Name	License Type	License Address
Zoll Brothers Private Cellars LLC	MA Farm Winery	110 Old Mill Road Shrewsbury MA 01545

4. Are you providing, without charge, samples of wine to prospective customers? Yes No

Section 15F specifically requires that "all samples of wine shall be served by an agent, representative or solicitor of the licensee."

A. If yes, please provide names and addresses of all agents, representatives and solicitors:

Name	Address	ABCC License Number
Frank Zoll	110 Old Mill Road Shrewsbury MA 01545	64

B. Proof of Age for Sale to Consumers:

Please identify all methods by which you will obtain proof of age before providing samples or making any sales of wine to consumers :

Frank Zoll will visually inspect valid approved government issued identification for proof of age over 21.

5. Transportation and Delivery:

Please identify in detail all persons or businesses that are licensed under M.G.L. c. 138, §22 that will be making any delivery of wine on your behalf to the Farmer's Market in Massachusetts.

Frank Zoll will transport alcohol in registered transportation vehicle on record with ABCC

*If additional space is needed, please use last page.

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.

DATE: JANUARY 12, 2015
TO: BOARD OF SELECTMEN
FROM: NAN BALMER, TOWN ADMINISTRATOR
RE: CONSENT CALENDAR: EDC REEQUESTS – CONTRACTS

REQUESTED ACTION:

VOTE TO AUTHORIZE THE TOWN ADMINISTRATOR TO SIGN THE FOLLOWING CONTRACTS AS REQUESTED BY THE ECONOMIC DEVELOPMENT COMMITTEE FOR THE RIVERS EDGE PROJECT:

VENDOR	SCOPE OF WORK	NOT TO EXCEED
1. TATA & HOWARD:	PREPARATION OF AN ANR PLAN	\$7300
2. TIGHE & BOND:	ADVICE TO TOWN ON COMPLIANCE WITH NEW STATE REQUIREMENTS ON POTENTIAL SOIL GASES	\$3200
3. BYRNE & MCKINNEY:	LAND APPRAISAL	<u>\$6500</u>
TOTAL:		\$17,000

RIVER'S EDGE
BUDGET VS. SPENT, AND WORK TO COMPLETE

1/7/15

Previously approved by BOS
 To be approved 1/12/15

	Original Budget	Actual Spent to Date	Variance / Remaining	Work to Complete	Total Budget
Market Study Financial Impact Study	20,000	26,125	(6,125)		26,125
Environmental Studies Perk Tests Wetlands	50,000	68,336	(18,336)	3,200 Update for MCP 13,000 ANRAD	71,536 13,000
Site Planning Civil, Septic	95,000	43,886	51,114	3,500 Init Piping Study 7,300 ANR Plan 20,000 Water piping	43,886 3,500 7,300 20,000
Permitting Efforts Traffic	85,000	7,756	77,244	20,000 Curb Cut	7,756 20,000
Legal Drafting P&S, Conveyance Documents	75,000	11,061	63,939	100,000 Est	111,061
Contingency	35,000		35,000	17,410	17,410
Peer Review		5,000	(5,000)		5,000
Wireless		6,925	(6,925)		6,925
Appraisal - 30B requirement				6,500	6,500
TOTAL	360,000	169,090	190,910	190,910	360,000

^
^

*See spent to date
summary
for detail*



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

**REVISED LIST OF PUBLIC
DOCUMENTS PROVIDED TO THE
BOARD OF SELECTMEN FROM
JANUARY 2, 2015, THROUGH AND
INCLUDING JANUARY 8, 2015,
OTHERWISE NOT LISTED AND
INCLUDED IN THE
CORRESPONDENCE PACKET FOR
JANUARY 12, 2015**

Items Distributed To the Board of Selectmen –January 2-9, 2015

1. None

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 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 1/2 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: FY 16 Budget
4. Town Administrator's Report for the Week Ending January 9, 2015



TOWN OF WAYLAND

41 COCHITUATE ROAD
WAYLAND, MASSACHUSETTS 01778

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

BOARD OF SELECTMEN

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

BOARD OF SELECTMEN
Monday, January 12, 2015
Wayland Town Building

Selectmen's Meeting Room

CORRESPONDENCE

Selectmen

1. Public Comment, Tax Increases
2. Public Comment, School Street/East Plain/Commonwealth Road, and 12/30/14 Response from Police Chief Robert Irving
3. Letter of 12/27/14 from John and Molly Beard to Board of Selectmen re: Appreciation for Efforts Involved in Finalizing Conservation Restriction, 22 Hazelbrook Lane
4. Letter of 12/29/14 from NStar to Board of Selectmen re: Increase in Gas Distribution Rates, and Notice of Filing and Public Hearing, 12/22/14, to Department of Public Utilities
5. Memorandum of 12/31/14 from Board of Assessors to Finance Committee re: FY16 Overlay
6. News Release, 1/7/15, from Northeast Utilities re: Northeast Utilities Announces New Name
7. Email of 1/8/15 from Dan Matthews, Needham Selectman, re: Minuteman Regional Agreement
8. Letter of 1/8/15 from Edward A. Bouquillon, Superintendent-Director of Minuteman Regional School, re: Request to Place Article on 2015 Annual Town Meeting Warrant
9. Monthly Report, Police Department, December 2014

Zoning Board of Appeals

10. Public Hearing, 1/13/15, 17 Fairfield Road
11. Decision No. 14-27, 63 Edgewood Road
12. Amended Decision No. 14-27, 63 Edgewood Road

Conservation Commission

13. Letter of 12/29/14 from Sudbury Valley Trustees to Conservation Commission re: Lincoln Road Fields Conservation Project

Minutes

14. Historic District Commission, November 20, 2014
15. Long Range Planning of Town Owned Land, December 16, 2014, December 31, 2014

Region

16. Invitation to Breakfast and District Update, Minuteman High School, February 6, 2015
17. Letter of 12/31/14 from MetroWest Regional Transit Authority re: Travel Training Program for People with Disabilities

State

18. Letter received 1/6/15 from Department of Agricultural Resources re: Public Review of Vegetation Management Plan and Yearly Operational Plan submitted by NSTAR

DiNapoli, MaryAnn

From: John V. Frangioni, M.D., Ph.D. <johnfrangioni@gmail.com>
Sent: Friday, January 02, 2015 8:46 PM
To: Selectmen
Subject: Tax Increases

Dear Wayland Selectmen and Selectwomen,

As a nearly 20-year resident of Wayland, it's hard to believe how much our taxes have increased, especially over the last few years. My wife and I haven't improved our house in over 5 years, so the increase we have seen over that period is truly a spending problem by the Town, not an assessment issue on our particular lot.

When I've spoken to past and current Selectmen, and Finance Committee Members, I hear a lot of excuses, but I don't see a lot of action. The budget that you and the Finance Committee present to Town Meeting sets the tone. I, for one, would like to see meaningful cuts over multiple years. I find it hard to believe that the Town would be unable to cut 2% - 2.5% per year for 4-5 years. Every organization has cuts to be made and the Town of Wayland is no exception. It is time to prioritize tax reduction over spending increases. And, if voter-approved overrides force increases, it is your job to find cuts elsewhere to offset them as best one can.

To remove any doubt, and in my opinion, slowing the rate of tax increase is not success, it is failure.

Sincerely,

John Frangioni
34 Wayland Hills Road

John V. Frangioni, M.D., Ph.D.

DiNapoli, MaryAnn

From: Irving, Robert
Sent: Tuesday, December 30, 2014 10:03 AM
To: S. Cartwright; Selectmen; Kadlik, Stephen
Subject: RE: School St|East Plain|Commonwealth Road

Dear Stu,

Thank you for your comments. I too have noticed the number of pedestrians that traverse through this area. As this process moves forward, and the appropriate Boards consider the next steps, I believe that pedestrian safety can be addressed through the proposal of Option 1 (sidewalks/crosswalks) made by TEC Consultants and other recommendations.

I appreciate that you have taken the time to comment on this new configuration, it is very important for us to hear from nearby residents and businesses that are most affected.

I will keep you informed when this subject comes before the Board of Public Works or the Board of Selectmen as I believe your input would be beneficial.

Respectfully,

Chief I.

From: S. Cartwright [mailto:cartwrights@comcast.net]
Sent: Tuesday, December 30, 2014 9:05 AM
To: Selectmen; Kadlik, Stephen; Irving, Robert
Subject: School St|East Plain|Commonwealth Road

Dear Chief Irving, DPW Director Kadlic, and Board-of-Selectmen,

First, thanks to all involved in the traffic calming experiment at the junction of School Street, East Plain Street and Commonwealth Road. I live nearby, and my observations are precisely those reported by Wayland officials – after initial re-learning, local drivers have adapted well to the new configuration. As I drive, from any direction, through that intersection, I feel measurably safer. Sight-lines are better. Navigation is easier. Big improvement. Well done!

I urge you to proceed with whatever new curb installations are necessary. It is a success. Finish and declare victory!

WALKING

Second, please design and deploy as much equipment and marking as possible to ensure safe pedestrian passage. I am but one of hundreds of walkers who traverse that intersection each week. In my estimation, the intersection is today LESS SAFE, for pedestrians. Ideally, this area would have sidewalks for those moving up and down Commonwealth Road, and along the final stretch of School Street. Ideally, simple Abbey-Road-like striped markings would be laid out at both the School Street intersections.

Wayland has done a wonderful job of creating pedestrian friendly, traffic-calming measures in the name of citizen safety. I am sure you have already considered such for this complex traffic area. I'd be happy to serve on or provide input to any committee preparing to complete this intersection.

Thanks to each of you for all you do for Wayland.

Sincerely,

Stu Cartwright
221 Commonwealth Road
Wayland

(508) 653-0020

RECEIVED

DEC 30 2014

Board of Selectmen
Town of Wayland

**John and Molly Beard
194 Glezen Lane
Wayland, MA 01778**

December 27, 2014

To the Board of Selectmen, Town of Wayland
c/o Joe Nolan, Chair

Dear members of the Board –

This follows up on the action you kindly took at your meeting on December 15 relating to the Conservation Restriction on our land at 22 Hazelbrook Lane.

The Conservation Commission approved the grant at its meeting held on December 18, the Secretary of the Department of Environmental and Energy Affairs signed off for the State on Monday December 22 and the document went on file on Tuesday December 23. I never dared hope that all these steps could be taken within two weeks of the time that the State informed us (December 8) that they had room for our transaction in their 2014 program.

Molly and I know that you fit our transaction into an agenda on December 15 that was already overcrowded, and we are most grateful for your doing so. It has made a huge positive difference to us.

I cannot fail to commend Brian Monahan for his work, and Christa Collins of Sudbury Valley Trustees for hers, in the “scramble” to get the job done, with a “fantastic” result. Both quoted words are from an email to Christa from Tom Anderson, the Program Coordinator in the state’s Office of Energy and Environmental Affairs.

Best wishes to you all for a happy 2015.



RECEIVED

DEC 29 2014

Wayland Personnel Department



**Northeast
Utilities**

One NSTAR Way – SW300
Westwood, MA 02090

William A. Van Dam
Director, Community Relations



RECEIVED

JAN -5 2015

Board of Selectmen
Town of Wayland

December 29, 2014

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

Dear Chairman Nolan:

I am writing to inform you that NSTAR Gas Company has filed a request with the Massachusetts Department of Public Utilities (“MDPU”) to increase gas distribution rates. NSTAR Gas is requesting to recover approximately \$46 million of additional revenues to cover investments being made to improve the safety and reliability of gas distribution infrastructure. If approved, the proposed revenue change would represent an increase of approximately 8.6 percent on average across all customers on a total-bill basis.

It is important to note that NSTAR Gas has not increased rates since 1991. By the time the new rates would take effect in 2016 as a result of this rate case, NSTAR Gas customers will be the beneficiaries of a 24-year period without a change in base distribution rates, representing unparalleled rate stability for natural gas customers.

The monthly bill for a typical residential heating customer is estimated to increase \$11.95 per month, and will remain below the current average residential bill for Massachusetts natural gas companies.

Attached is the schedule for the upcoming public hearings scheduled by the MDPU. The public hearings will be followed by a thorough review of the rate request by the MDPU, and new rates would not take effect until January 1, 2016.

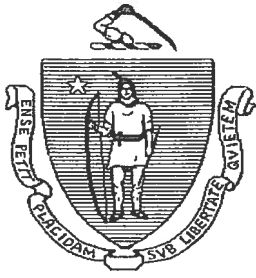
Thank you for your interest in this issue. Please call your Community Relations Specialist JoAnne O’Leary at 508-305-6898 with any questions or if you would like additional information.

Sincerely,

William A. Van Dam

Attachment

(4)



The Commonwealth of Massachusetts

DEPARTMENT OF PUBLIC UTILITIES

NOTICE OF FILING AND PUBLIC HEARING

D.P.U. 14-150

December 22, 2014

Petition of NSTAR Gas Company, pursuant to G.L. c. 164, § 94 and 220 C.M.R. § 5.00 et seq., for Approval of a General Increase in Gas Rates and a Revenue Decoupling Mechanism.

On December 17, 2014, NSTAR Gas Company ("NSTAR Gas" or "Company") filed a petition with the Department of Public Utilities ("Department") seeking additional revenues through an increase in rates. The Company's last base distribution rate proceeding was in 2005. Boston Edison Company, Cambridge Electric Light Company, Commonwealth Electric Company, NSTAR Gas Company, D.T.E. 05-85 (2005).

The Department has docketed this matter as D.P.U. 14-150 and has suspended the effective date of the proposed rate increase until November 1, 2015, to investigate the propriety of the Company's request. Pursuant to a settlement approved by the Department in 2012, any new rates approved in the instant proceeding will not take effect until January 1, 2016. See Northeast Utilities/NSTAR Merger, D.P.U. 10-170-B (2012).

In the instant filing, NSTAR Gas seeks to increase rates to generate \$45.9 million in additional revenues, an 8.6 percent increase over current total operating revenues. The requested rate increase is designed to recover: (1) \$33.9 million in additional revenues through base distribution rates (i.e., a 22.5 percent increase in current distribution revenues); and (2) \$12.0 million in additional revenues through reconciling rate recovery mechanisms.

The Company's requested rate increase includes the recovery of merger-related costs and exogenous costs associated with the Department's Order in NSTAR/Northeast Utilities Merger, D.P.U. 10-170 (2012). The requested rate increase also includes an increase in costs associated with the Company's purchase of liquefied natural gas services from an affiliate, Hopkinton LNG Corp.

Further, as part of the filing, NSTAR Gas sets forth proposals associated with the sale of the Company's appliance business and changes to the operation of its Home Heating Protection Plan business. In addition, the Company proposes, pursuant to Investigation into Rate Structures that will Promote Efficient Deployment of Demand Resources, D.P.U. 07-50-A (2008), to implement a rate mechanism to decouple its gas revenues from its sales. Additional information regarding NSTAR Gas' proposals can be found in the Company's filing.

The Company's filing provides that if the petition is approved as requested, the proposed rate increase, which would take effect on January 1, 2016, will have the following effects:

- A residential heating customer using 160 therms of gas per month during the Winter season will experience a monthly bill increase of \$25.90 (a 13.1 percent increase in the customer's bill);
- A residential heating customer using 31 therms of gas per month during the Summer season will experience a monthly bill increase of \$8.38 (a 19.6 percent increase in the customer's bill);
- A residential non-heating customer using 14 therms of gas per month during the year will experience a monthly bill increase of \$1.81 (a 6.9 percent increase in the customer's bill);
- A residential low-income heating customer using 159 therms of gas per month during the Winter season will experience a monthly bill increase of \$7.02 (a 4.4 percent increase in the customer's bill);
- A residential low-income heating customer using 33 therms of gas per month during the Summer season will experience a monthly bill increase of \$0.44 (a 1.2 percent increase in the customer's bill); and
- A residential low-income non-heating customer using 14 therms of gas per month during the year will experience a monthly bill decrease of \$0.26 (a 1.2 percent decrease in the customer's bill).

Bill impacts for commercial and industrial customers will vary depending upon their rate classification and level of usage. For specific impacts, please contact the Company as indicated below.

The Attorney General, through the office of ratepayer advocacy, may intervene, appear and participate in Department proceedings on behalf of any group of consumers in connection with any matter involving rates of an electric company or gas company. On December 19, 2014, the Attorney General submitted a notice of intervention on behalf of the Company's ratepayers in this case. Further, pursuant to G.L. c. 12, § 11E(b), the Attorney General filed a notice of retention of experts and consultants to assist in her investigation of the Company's filing, and has requested Department approval to spend up to \$250,000 in this regard. Pursuant to G.L. c. 12, § 11E(b), the costs incurred by the Attorney General relative to her retention of experts and consultants may be recovered by the Company in rates.

The Department has scheduled the following public hearings to receive comment on the Company's filing:

January 28, 2015

**Worcester Technical High School
1 Skyline Drive
Worcester, Massachusetts 01605
Time: 7:00 p.m.**

January 29, 2015

**Dedham High School
140 Whiting Avenue
Dedham, MA 02026
Time: 7:00 p.m.**

February 3, 2015

**Keith Middle School
225 Hathaway Boulevard
New Bedford, Massachusetts 02740
Time: 7:00 p.m.**

February 4, 2015

**Plymouth South High School
490 Long Pong Road
Plymouth, Massachusetts 02360
Time: 7:00 p.m.**

February 9, 2015

**Department of Public Utilities
One South Station, 5th Floor
Boston, Massachusetts 02110
Time: 7:00 p.m.**

A procedural conference in this matter will take place at the Department's office on **January 22, 2015 at 2:00 p.m.**

Persons interested in commenting on the Company's filing may appear at any of the public hearings or may file written comments by the close of business (5:00 p.m.) on **March 31, 2015.**

Any person who desires to participate in the evidentiary phase of this proceeding must file a written petition for leave to intervene or to participate in the proceeding no later than the close of business (5:00 p.m.) on January 20, 2015. A petition filed late may be disallowed as untimely, unless good cause is shown for waiver under 220 C.M.R. § 1.01(4). To be allowed, a petition under 220 C.M.R. § 1.03(1) must satisfy the standing requirements of G.L. c. 30A, § 10.

Any person who seeks to intervene in this matter and also desires to comment on the Attorney General's notice of retention of experts and consultants must file such comments no later than the close of business (5:00 p.m.) on January 20, 2015.

Written comments, petitions for leave to intervene or to participate, and comments on the Attorney General's notice of retention of experts and consultants should be addressed to: Mark D. Marini, Secretary, Department of Public Utilities, One South Station, 5th Floor, Boston, Massachusetts 02110. Receipt by the Department, not mailing, constitutes filing.

In addition to the above filing requirement, one (1) copy of all materials filed with the Department should be sent to Marc J. Tassone, Hearing Officer, Department of Public Utilities, One South Station, 5th Floor, Boston, Massachusetts 02110; one (1) copy of these documents should be sent to the Company's counsel, Cheryl M. Kimball, Keegan Werlin LLP, 265 Franklin Street, Boston, Massachusetts 02110; and one (1) copy of these documents should be sent to Joseph W. Rogers, Assistant Attorney General, Office of Ratepayer Advocacy, One Ashburton Place, Boston, Massachusetts 02108.

Further, in addition to paper filings with the Department, all documents also must be submitted to the Department in electronic format using one of the following methods: (1) by e-mail attachment to dpu.efiling@state.ma.us and the Hearing Officer, Marc.Tassone@state.ma.us; or (2) on a CD-ROM. The text of the e-mail or CD-ROM must specify: (1) the docket number of the proceeding (D.P.U. 14-150); (2) the name of the person or company submitting the filing; and (3) a brief descriptive title of the document. The electronic filing should also include the name, title, and telephone number of a person to contact in the event of questions about the filing. All documents submitted in electronic format will be posted on the Department's website: <http://www.mass.gov/dpu>.

A copy of the Company's filing and the Attorney General's notice of retention of experts and consultants is available for inspection during regular business hours at the following locations: (1) the Company's offices, One NSTAR Way, Westwood, Massachusetts 02090; (2) the Cambridge Public Library, 449 Broadway, Cambridge, Massachusetts 02138; (3) the Dedham Public Library, 43 Church Street, Dedham, Massachusetts 02026; (4) the New Bedford Free Public Library, 613 Pleasant Street, New Bedford, Massachusetts 02740; (5) the Plymouth Public Library, 132 South Street, Plymouth, Massachusetts 02360; (6) the Worcester Public Library, 3 Salem Street, Worcester, Massachusetts 01608; and (7) the Department's offices, One South Station, 5th Floor, Boston, Massachusetts 02110. These filings also are available on the Department's website, <http://www.mass.gov/dpu>.

Any person desiring further information regarding the Company's petition should contact the Company's counsel, Cheryl M. Kimball, Esq. at (617) 951-1400. Any person desiring further information regarding the Attorney General's notice of retention of experts and consultants should contact Joseph W. Rogers, Assistant Attorney General, at (617) 727-2200. Any person desiring further information regarding this notice should contact Marc J. Tassone, Hearing Officer, Department of Public Utilities, at (617) 305-3500.



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

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

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

MEMO

TO: FINANCE COMMITTEE
BRIAN KEVENY, FINANCE DIRECTOR

FROM: BOARD OF ASSESSORS
ELLEN BRIDEAU, DIRECTOR OF ASSESSING *EMB*

CC: BOARD OF SELECTMEN
NAN BALMER, TOWN ADMINISTRATOR

SUBJECT: FY 16 - OVERLAY

DATE: 12/31/2014

This memo is to advise you that on December 15th, 2014, the Board of Assessors voted that the Fiscal Year 2016 preliminary forecast for the overlay be established at \$700,000.

The vote was unanimous.

RECEIVED

JAN -5 2015

Board of Selectmen
Town of Wayland

5



**Northeast
Utilities**

56 Prospect St., Hartford, Connecticut 06103-2818
800 Boylston St., Boston, Massachusetts 02199

News Release

Northeast Utilities Announces New Name

CL&P, NSTAR, PSNH, WMECO & Yankee Gas to all adopt new name

HARTFORD, Conn. and BOSTON, Mass. (January 7, 2015) – Northeast Utilities (NYSE: NU), which operates New England’s largest energy delivery company, today announced it will begin doing business under the new brand name of Eversource Energy on February 2nd. All of the company’s subsidiaries, including Connecticut Light and Power Company (CL&P), NSTAR Electric, NSTAR Gas, Public Service Company of New Hampshire (PSNH), Western Massachusetts Electric Company (WMECO) and Yankee Gas Services Company (Yankee Gas) will adopt and operate under the Eversource name.

“Energy is what brings us all together, and Eversource reflects the one-company focus we have been driving for the last few years,” said Tom May, chairman, president and chief executive officer of Northeast Utilities.

“Consolidating our brand was the obvious next step for us as we continually strive to improve energy delivery and customer service to our 3.6 million electricity and natural gas customers across the region.”

The company’s re-branding initiative will officially take place on February 2nd. Customers will receive more information regarding the brand change after the launch. As part of the change, Eversource plans to trade on the NYSE under the ticker symbol ES. Changes to the company’s ticker symbol are expected to be effective at the beginning of trading on Thursday, February 19, 2015.

MEDIA CONTACT:

Caroline Pretyman
617-424-2460
caroline.pretyman@nu.com

###

6

Balmer, Nan

From: Dan Matthews <mattlaw@comcast.net>
Sent: Thursday, January 08, 2015 9:59 AM
To: Balmer, Nan
Cc: Kate Fitzpatrick
Subject: Minuteman Regional Agreement
Attachments: Minuteman Revised Agreement Summary 12-04-14.doc; Minuteman Agreement Issues Outline 01-08-15.docx

Dear Ms. Balmer-

Following on communications with Needham's Town Manager, Kate Fitzpatrick, this to request, through you, that the Wayland Board of Selectmen include in the Town Meeting warrant an article to approve the proposed revised Minuteman Regional School district agreement, grouped with other education-related articles.

This is also to request that the Board act to facilitate a stakeholders meeting at an early date in Wayland with Minuteman representatives to address issues and concerns.

As background, I am a selectman in the Town of Needham working on Minuteman-related issues, and was afforded the courtesy of speaking to your last year's Town Meeting on this subject.

Since that time, substantial work has been done in the effort to move forward with ratification of the proposed agreement, advance the related MSBA capital project, and address concerns regarding both.

These include:

-reduction of the proposed new Minuteman enrollment from 800 students to 628 .

-establishing reasonable assurances that communities which wish to leave the district following approval of the agreement will be able to do so, and

-development of forms of intermunicipal agreement which will both allow towns leaving the district to continue to send tuition students, and require that all sending communities of out of district students contribute to Minuteman's capital costs.

At this point 10 of the required 16 communities have approved the revised agreement.

Notwithstanding outstanding issues and concerns, consideration at this year's Annual Town Meeting is important to moving forward with the district's sorely needed capital project.

Attached for the Board's consideration are:

- an information summary about the proposed Minuteman agreement, and

-an outline of considerations involved with the decision whether or not to ratify it, as well as the question of possible withdrawal from the district.

Thank you.

Sincerely,

Dan Matthews
Needham Selectman

Re: Amendment of Minuteman Regional School Agreement

Dan Matthews, Needham Selectman

12/4/14

Revision of the Minuteman Regional Vocational School District Agreement has been submitted to the member town meetings for ratification.

The proposed amendments are intended to help the agreement work better for the District and the member communities. Ratification requires approval by all sixteen district town meetings. To date, ten have voted approval.

Revision of the agreement is part of an effort to advance a major capital renovation or replacement project for the school with Massachusetts School Building Authority (MSBA) funding.

The current facility, built in the early 1970's, is structurally sound, but has serious building systems and capital maintenance issues. It does not meet current code and architectural standards, and cannot optimally support Minuteman's vocational education program. MSBA feasibility studies for the Capital Project are now in progress.

The recommended changes to the District Agreement have been requested by the Minuteman School Committee based on the work of a study committee with representation from district towns.

Principal features include:

1. A revised formula for sharing capital costs among member communities. The new formula includes factors for each community's enrollment at Minuteman, relative community ability to pay, and a minimum share for each community. The current formula is entirely based on enrollment.
2. Reducing volatility in assessments by using a four year rolling average for enrollment-based charges, which are currently based on the most recent year only.
3. Partially weighted voting on the Minuteman School Committee based on each community's enrollment at Minuteman. The present agreement provides for one vote per town, even though some towns have much larger numbers of students at Minuteman and, even under the new agreement, those towns will continue to carry a much higher percentage of the costs.
4. Appointment of Minuteman School Committee members by the town's board of selectmen unless the town provides otherwise by bylaw or charter. It is hoped that moving to executive branch appointments, instead of moderators' appointments, will improve accountability of the District to the member communities.
5. A more workable process for dissenting communities to withdraw from the district. The revised agreement would allow a town to withdraw from the District by town meeting vote on reasonable notice, subject to an obligation to pay its share of outstanding capital, and approval from the State Education Commissioner, unless at least half of the other members' legislative bodies vote to disapprove. The current agreement requires a specific amendment of the district agreement, approved by affirmative vote in every member town meeting, in order to allow any community to withdraw.

As noted about, the ratification process requires town meeting approval in all sixteen communities. So far, ten have voted yes, one has voted no, and five have passed over.

The proponents believe that ratification of the new Minuteman District agreement will help move the Minuteman MSBA Capital Project forward. It will allow towns that want out to leave before a decision has to be made on bonding, which requires approval of all member town meetings or a district-wide referendum.

If the new agreement fails, the proponents are concerned that failure will likely take the project with it and lock the members into difficult challenges operating and maintaining the existing facility at increasing cost, and without MSBA assistance. If the Capital Project is not approved, all district communities will share those costs.

For the reasons stated, the proponents ask for approval of the revised Minuteman agreement.

Decisions:

1. Whether to Ratify Agreement?

2. If Agreement is Ratified, whether to withdraw from the district?

Probable Outcomes:

A. If Agreement Ratified:

A1. If Stay in District:

Participate in project planning, district governance, bonding decisions

Guaranteed equal enrollment access with other district members

If Town enrollment is >10 students, per pupil costs may be less than participating as a non-member

If Town enrollment is <5 students, per pupil costs likely significantly more than participating as a non-member

A2. If Leave District:

No further role or responsibility for governance, capital planning, bonding

Planning required to provide vocational education options for Town students

Qualified students can attend Minuteman on a space-available basis. Cost will be state mandated tuition + per-pupil capital share pursuant to intermunicipal agreement.

Access may be limited if Minuteman is at full enrollment

If Town enrollment is <5 students, per pupil costs likely significantly less than if Town were a District member

B. If Agreement Not Ratified

Probable failure of capital project

Probably no workable option to withdraw from the district

Continued membership and responsibility for governance and costs, including capital, without MSBA participation, with difficult facilities issues, and capital costs included in the operating budget



January 8, 2015


Joseph F. Nolan, Chair
Board of Selectmen
Town of Wayland
41 Cochituate Rd.
Wayland, MA 01778-2614

Dear Chairperson Nolan:

I am writing on behalf of the Minuteman Regional School Committee to request that the Wayland Board of Selectmen place on the warrant for the 2015 Wayland Annual Town Meeting the enclosed Article. Additionally, we request that this Article be placed on the warrant in close proximity to other school related Articles.

Although I am aware that Mr. Dan Matthews, a Selectman from Needham, has made a similar request, I would be happy to provide whatever further information you or the other Selectmen might desire. Thank you for your cooperation.

Sincerely,



Edward A. Bouquillon, Ph.D.
Superintendent-Director

cc: Town Administrator Nan Balmer
Enclosure

ARTICLE #____. AMENDMENTS TO THE REGIONAL SCHOOL DISTRICT
AGREEMENT OF THE MINUTEMAN REGIONAL VOCATIONAL SCHOOL DISTRICT

To see if the Town will vote, consistent with Section VII of the existing “Agreement With Respect to the Establishment of a Technical and Vocational Regional School District” for the Minuteman Regional Vocational School District, to accept the amendments to said Agreement which have been initiated and approved by a vote of the Regional School Committee on March 11, 2014 and which have been submitted as a restated “Regional Agreement” bearing the date of March 11, 2014 to the Board of Selectmen of each member town.



WAYLAND POLICE DEPARTMENT

WAYLAND, MASSACHUSETTS 01778



ROBERT IRVING
CHIEF OF POLICE

Monthly Update

December 2014

RECEIVED

JAN - 8 2015

Board of Selectmen
Town of Wayland

On December 16th, the Sunoco Gas Station at 19 Main Street was robbed by an unarmed man. The investigation revealed that the robber was a former employee of the Sunoco, Tyler B. Kim, of Wayland. Detectives obtained an arrest warrant for Kim and on December 17th he was observed by Officer Henderson in the area of Oak Hill Road. Kim was placed under arrest for the robbery, as well as several default warrants out of Sherborn. When Kim was searched subsequent to the arrest, a small amount of heroin was found on his person. The charge of Possession of a Class A Substance was then added.

On December 15th, officers responded to a serious motor vehicle crash on Loker Street. Three local teenage boys were in the vehicle that left the side of the road and struck a large tree. All three, were transported to area hospitals. The most seriously injured was transported by a Medflight helicopter. Michael R. DiBona, age 18 of Wayland was charged with Operating to Endanger, Speeding, and Marked Lanes Violation.

Detectives are investigating an attempt at burglary by two men who distracted the homeowner. One of the men asked the homeowner to go into the backyard as they were going to install a fence and they were unsure of property lines. A second perpetrator then entered the house, however, he was confronted by another resident and fled the area. Similar distraction burglaries have occurred in the town of Lincoln.

There were two arrests for Operating Under the Influence of Liquor during the month. One came as a result of a motor vehicle crash and was the operator's second offense for O.U.I. The second arrest came about when an officer observed erratic operation on Glezen Lane at 1:07 A.M. on December 24th.

Other arrests during the month include a Natick man being charged with an outstanding warrant after a motor vehicle stop and another Natick man being charged with Operating Under Suspension and Operating with a Suspended Registration after another motor vehicle stop.

Officers participated in the federally fund grant program, "You Drink, You Drive, You Lose" during the month of December. Funds were provided for added patrols to be on the lookout for drunk or drugged drivers during the month.



Robert Irving
Chief of Police

WAYLAND POLICE DEPARTMENT

38 COCHITUATE ROAD

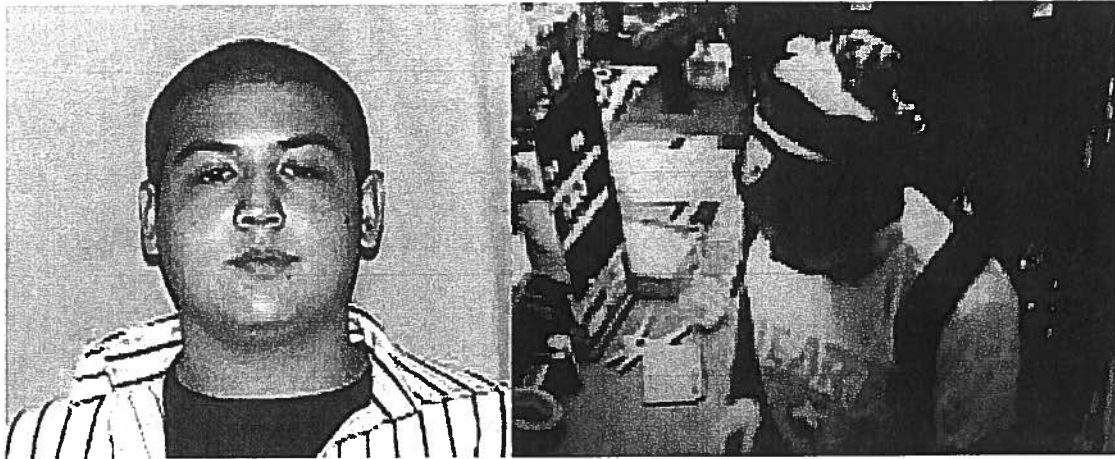
WAYLAND, MA 01778

508-358-4721(MAIN)

508-358-4730(FAX)



CAPTURED



UNARMED ROBBERY ARREST 12/17/2014

Tyler B. Kim, 9/4/90, 16 Oak Hill Road, Wayland

On Wednesday, December 17, 2014, the Wayland Police Department arrested Tyler B. Kim of 16 Oak Hill Road in Wayland for the Unarmed Robbery of Sunoco Gas located at 19 Main Street in Wayland. He was transported to the Framingham District Court for arraignment.

*****ANONYMOUS CALLS CAN BE MADE TO THE CRIME TIP LINE AT 508-358-1726*****

Wayland Police Department Detective Division Report for December 2014

INVESTIGATIONS

Larceny Over \$250 – Green Way
Larceny Over \$250 – Knollwood Lane
Larceny Over \$250 – Lakeview Road
Unarmed Robbery/Larceny – Main Street
Stolen Narcotics – Boston Post Road
Missing Person – Main Street
Fraudulent Prescriptions – Main Street
Distraction Burglary – Concord Road
Elder Abuse – Concord Road
Motor Vehicle Burglary – Rice Road
Child Enticement

MEETINGS/TRAININGS

Acton Area Detective Meeting
Alice Training – Happy Hollow, Loker, Claypit Hill

MISCELLANEOUS

Framingham District Court – MV hearings/Criminal Hearings

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

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

This month the department conducted firearms training. All Officers qualified on their department hand gun as well as the patrol rifle.

Firearms Legal Up-date

Massachusetts Police Institute
Marlborough MA

November 6, 2014

Mark Wilkins

Field Officer Training

MPTC
Boylston Academy

November 10-14, 2014

Mark Hebert

In-Service Training

MPTC
Boylston Academy

November 17-20, 2014

Shane Bowles

Wayland Police Department
Monthly Training Report

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

This Month the department conducted firearms training. All Officers attended the training and qualified with both handgun and patrol rifle.

In-Service

MPTC
Reading Academy

December 1-4, 2014

Sean Gibbons

A.R.I.D.E (Advanced Roadside Impaired Driving Enforcement)

MPTC
Boylston Academy

December 9-10, 2014

Timothy Henderson

Firearms Legal Update

Massachusetts Police Institute
Devens, Ma

December 11, 2014

Patrick Swanick

23 Dec 14
Dear Chief Swings,

Today we received news via Facebook that an Army Veteran may have caused harm to himself. Thanks to Mr. Greg Huff (dispatch) and your officers prompt response, our worries disappeared within minutes! Apparently our friend's social media account was hacked and he was safe having lunch with his dad. We appreciate those who took my call for help seriously and embodying what we expect in our police officers. Thanks again! Very Respectfully,
Shelley Barber



THANK YOU

Irving, Robert

To: Richard Vancil
Subject: RE: Thank You

Dear Rich,

Glad it has worked out. I will report back to the Board of Selectmen that the change that they approved seems to have the desired effect.

Happy New Year to you as well.

Chief I.

From: Richard Vancil [<mailto:rvancil@idc.com>]
Sent: Saturday, January 03, 2015 4:17 PM
To: Irving, Robert
Subject: Thank You

Dear Chief Irving,

I wanted to thank you and your department, and the Town, for finally "fixing" the Thompson Street problem. You were patient and persevering, and it all worked out very well. The one-way street seems very much safer, both for drivers and pedestrians. All of the neighbors here are, I believe, in agreement!

Thanks again, and Happy New Year.

Rich Vancil

9 Thompson St.



TOWN OF WAYLAND
MASSACHUSETTS
01778
BOARD OF APPEALS

Selectmen

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

RECEIVED

DEC 29 2014

Board of Selectmen
Town of Wayland

A public hearing will be held on JANUARY 13, 2015 at the TOWN BUILDING, 41 COCHITUATE ROAD, WAYLAND on the following applications at the time indicated:

- 8:20 p.m. Application of COLLEEN MCQUEENEY and LINDA PEVERADA for any necessary approvals, special permits and/or variances as may be required to change, alter, extend a pre-existing, non-conforming structure by more than 20% (enclose existing deck to construct a three season sunroom) under the Town of Wayland Zoning By-Laws Chapter 198 Sections 201, 203, 401.1.2, and 401.1.3. The property is located at 17 FAIRFIELD ROAD which is in a SINGLE RESIDENCE DISTRICT. (14-29)

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



TOWN OF WAYLAND
MASSACHUSETTS
01778

Selectmen

BOARD OF APPEALS

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

DECISION NO. 14-27

RECEIVED

NAME OF APPLICANTS:

DAVID and LILLIAN WATKINS

DEC 26 2014

Board of Selectmen
Town of Wayland

APPLICATION FOR:

Any necessary approvals, special permits and/or variances as may be required to modify special permit #12-28 dated July 3, 2013 (construct a 12' x 32' deck in rear yard and replace an existing side yard with a new fence over 6' in height within required front, side and rear yard setback) under the **Town of Wayland Zoning By-laws Chapter 198 Sections 201, 203, 401.1.2, 702, 702.1, 703.1, 703.2, and 801-Table of Dimensional Requirements (front, side and rear yard)**. The property is located at 63 EDGEWOOD ROAD, which is in a SINGLE RESIDENCE DISTRICT (14-27).

DATE OF HEARINGS:

November 8 and December 9, 2014

BOARD CONDUCTING HEARING AND RENDERING DECISION:

E. Michael Thomas, Aida Gennis, Thomas W. White, Shaunt Sarian, and Linda L. Segal. The panel originally included Eric Goldberg and Argie Shapiro, who were unavailable to participate in the continued hearing on December 9. However, Shaunt Sarian and Linda Segal had been present at the first hearing and there were no objections to adding them to the panel at the second hearing.

DECISION:

Amendment to special permit 12-28 granted, with conditions.

VOTE OF THE BOARD:

Unanimous (5-0) denying application to construct fence, unanimous (5-0) to approve construction of the deck, subject to conditions herein.

CONDITIONS:

1. The deck shall be constructed in substantial compliance with the plans and specifications set forth in "Keystone Development Corp. 63 Edgewood Road First Floor Plan A102" dated 8/11/2014, and the "Height Calculation for Proposed Dwelling, 63 Edgewood Road, received by the Building Department on December, 1, 2014, depicting 4 green arbor vitae and 2 blue arbor vitae (hand-drawn and initialed by David Watkins), indicating in hand-writing "6 x 7"

to 8' Arbor Vitae." All such shall be installed and maintained by the applicants in a manner that provides maximal visual screening of the deck from the kitchen window of 65 Edgewood Road.

2. No fence shall be constructed along the border with 61 Edgewood Road, except in conformity with Section 702.1 of the By-law which limits fences within setbacks to a height of 6 feet.
3. The Applicant shall continue to abide by the terms of Special Permit 12-28.

THE BOARD'S FINDINGS AND REASONS:

The Applicants, David and Lillian Watkins, sought to amend Special Permit 12-28 to allow them to replace an existing six foot fence between 63 and 61 Edgewood Road with an eight foot fence located within the front, side and rear setbacks. The fence was to begin one foot from the street side lot-line, and continue to one foot short of the lake side lot-line. Based on the Applicant's testimony and testimony from the owners of 61 Edgewood Road, it is uncertain whether the existing fence is entirely on one side or the other of the property line. The Applicant sought to replace the fence at its present location and the neighbor objected to that based on the uncertainty about the property line. The board informed both that the Applicant has no right to build any portion of the fence on the neighbor's property without the neighbor's approval but that the precise location of the fence, and the legality of its location, was the Applicant's responsibility and not the Board's.

However, the height of the fence did lie within the Board's authority and the provisions of Section 703.1 were determined by the Board to govern the Applicant's circumstances. That provision requires that all buildings or structures shall comply with the setbacks in Section 801-Table of Dimensional requirements. The provision exempts from the setback requirements "fences and walls up to six feet in height from the existing natural ground level." If the Applicant chose to construct a six foot fence within the setbacks, this provision would allow that construction. The definition of "Structure" in Section 198-104 specifically includes retaining walls and fences. Therefore, Section 703.1 requires structures including fences to comply with the setbacks unless specifically exempted by that section. Accordingly, an eight foot fence, which is outside the exemptions of the section, is a structure prohibited within the setbacks.

Based on these considerations, the Board voted unanimously (5-0) to deny the request for approval of construction of the eight foot fence.

The Applicant also sought to modify special permit 12-28 to allow construction of a deck on the level of the first floor of the residence approximately 5 to 8 feet above the grade of the back yard. The original permit approved construction of a bluestone patio at the grade level of the back yard, in order to limit the visual massing of the structure from the rear. Nevertheless, the Applicant testified that there had been a change in developers and the new developers constructed the un-approved deck at the first floor level rather than the patio at the back yard grade. The Applicant requested that the Board retroactively approve this structure through modification of the original permit.

Neighbors on both sides took exception to this request on the grounds that it would intrude visually into their enjoyment of their existing views. The 65 Edgewood Road neighbor to the west requested that the Applicant install vegetative screening to that the deck would not be

visible from their kitchen windows. The neighbor at 61 Edgewood Road objected to the intrusion of the eastern corner of the deck into their views. At the first hearing, the Applicant agreed to provide a plan for the vegetative screening of the west side of the deck but pointed out that the building featured a jutting out nook which already provided screening on the eastern side.

The Applicant presented a screening plan in the second hearing, referenced in Condition 1 above, which proposed four arbor vitae 7 to 8 feet tall. At the request of Board Member Segal, the Applicant agreed to add two more arbor vitae in a staggered array to provide additional screening. The Board did not conclude that further screening was necessary along the eastern end of the deck.

The Board approved the screening plan with the addition of the two staggered arbor vitae and the request for modification of special permit 12-28 by unanimous vote (5-0), subject to the conditions set forth above.

DATE OF FILING OF DECISION

BY ORDER OF THE BOARD OF APPEALS

DECEMBER 24, 2014



E. Michael Thomas, Member

CERTIFICATION:

The Board of Appeals, by delivery of a copy of this decision to the Applicant, DAVID and LILLIAN WATKINS, does hereby certify that copies of this decision have been filed with the Planning Board of the Town of Wayland and with the Town Clerk of the Town of Wayland.

BOARD OF APPEALS



E. Michael Thomas, Member



TOWN OF WAYLAND
MASSACHUSETTS
01778

RECEIVED
Selectmen

JAN -5 2015

BOARD OF APPEALS

Board of Selectmen
Town of Wayland

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

1, 2, 3, 4, 5, 6 **AMENDED DECISION NO. 14-27**

NAME OF APPLICANTS:

DAVID and LILLIAN WATKINS

APPLICATION FOR:

Any necessary approvals, special permits and/or variances as may be required to modify special permit #12-28 dated July 3, 2013 (construct a 12' x 32' deck in rear yard and replace an existing side yard with a new fence over 6' in height within required front, side and rear yard setback) under the **Town of Wayland Zoning By-laws Chapter 198 Sections 201, 203, 401.1.2, 702, 702.1, 703.1, 703.2, and 801-Table of Dimensional Requirements (front, side and rear yard)**. The property is located at 63 EDGEWOOD ROAD, which is in a SINGLE RESIDENCE DISTRICT (14-27).

DATE OF HEARINGS:

November 8 and December 9, 2014

BOARD CONDUCTING HEARING AND RENDERING DECISION:

E. Michael Thomas, Aida Gennis, Thomas W. White, Shaunt Sarian, and Linda L. Segal. The panel originally included Eric Goldberg and Argie Shapiro, who were unavailable to participate in the continued hearing on December 9. However, Shaunt Sarian and Linda Segal had been present at the first hearing and there were no objections to adding them to the panel at the second hearing.

DECISION:

Amendment to special permit 12-28 granted, with conditions.

VOTE OF THE BOARD:

Unanimous (5-0) denying application to construct fence, unanimous (5-0) to approve construction of the deck, subject to conditions herein.

CONDITIONS:

1. The deck shall be constructed in substantial compliance with the plans and specifications set forth in "Keystone Development Corp. 63 Edgewood Road First Floor Plan A102" dated 8/11/2014, and the "Height Calculation for Proposed Dwelling, 63 Edgewood Road, received by the Building Department on December, 1, 2014, depicting 4 green arbor vitae and 2 blue arbor vitae (hand-drawn and initialed by David Watkins), indicating in hand-writing "6 x 7' to 8' Arbor Vitae." All such shall be installed and maintained by the applicants in a manner that provides maximal visual screening of the deck from the kitchen window of 61 Edgewood Road.

2. No fence shall be constructed along the border with ²65 Edgewood Road, except in conformity with Section 702.1 of the By-law which limits fences within setbacks to a height of 6 feet.
3. The Applicant shall continue to abide by the terms of Special Permit 12-28.

THE BOARD'S FINDINGS AND REASONS:

The Applicants, David and Lillian Watkins, sought to amend Special Permit 12-28 to allow them to replace an existing six foot fence between 63 and ³65 Edgewood Road with an eight foot fence located within the front, side and rear setbacks. The fence was to begin one foot from the street side lot-line, and continue to one foot short of the lake side lot-line. Based on the Applicant's testimony and testimony from the owners of ⁴65 Edgewood Road, it is uncertain whether the existing fence is entirely on one side or the other of the property line. The Applicant sought to replace the fence at its present location and the neighbor objected to that based on the uncertainty about the property line. The board informed both that the Applicant has no right to build any portion of the fence on the neighbor's property without the neighbor's approval but that the precise location of the fence, and the legality of its location, was the Applicant's responsibility and not the Board's.

However, the height of the fence did lie within the Board's authority and the provisions of Section 703.1 were determined by the Board to govern the Applicant's circumstances. That provision requires that all buildings or structures shall comply with the setbacks in Section 801-Table of Dimensional requirements. The provision exempts from the setback requirements "fences and walls up to six feet in height from the existing natural ground level." If the Applicant chose to construct a six foot fence within the setbacks, this provision would allow that construction. The definition of "Structure" in Section 198-104 specifically includes retaining walls and fences. Therefore, Section 703.1 requires structures including fences to comply with the setbacks unless specifically exempted by that section. Accordingly, an eight foot fence, which is outside the exemptions of the section, is a structure prohibited within the setbacks.

Based on these considerations, the Board voted unanimously (5-0) to deny the request for approval of construction of the eight foot fence.

The Applicant also sought to modify special permit 12-28 to allow construction of a deck on the level of the first floor of the residence approximately 5 to 8 feet above the grade of the back yard. The original permit approved construction of a bluestone patio at the grade level of the back yard, in order to limit the visual massing of the structure from the rear. Nevertheless, the Applicant testified that there had been a change in developers and the new developers constructed the un-approved deck at the first floor level rather than the patio at the back yard grade. The Applicant requested that the Board retroactively approve this structure through modification of the original permit.

Neighbors on both sides took exception to this request on the grounds that it would intrude visually into their enjoyment of their existing views. The ⁵61 Edgewood Road neighbor to the west requested that the Applicant install vegetative screening to that the deck would not be visible from their kitchen windows. The neighbor at ⁶65 Edgewood Road objected to the intrusion of the eastern corner of the deck into their views. At the first hearing, the Applicant agreed to provide a plan for the vegetative screening of the west side of the deck but pointed out

(Using its inherent power to amend its decision and correct inadvertent or clerical errors, so that the record reflects its true intentions, the Board has amended the decision as originally filed with the Town Clerk, to correct an inadvertent error (i.e., correcting wording under ^{1,2} CONDITIONS # 1 and 2 and under ^{3,4,5,6} FINDINGS AND REASONS, paragraphs 1 and 5). See Board of Selectmen of Stockbridge v. Monument Inn, Inc., 8 Mass. App. Ct. 158, 164; review denied, 379Mass. 925 (1979).


that the building featured a jutting out nook which already provided screening on the eastern side.

The Applicant presented a screening plan in the second hearing, referenced in Condition 1 above, which proposed four arbor vitae 7 to 8 feet tall. At the request of Board Member Segal, the Applicant agreed to add two more arbor vitae in a staggered array to provide additional screening. The Board did not conclude that further screening was necessary along the eastern end of the deck.

The Board approved the screening plan with the addition of the two staggered arbor vitae and the request for modification of special permit 12-28 by unanimous vote (5-0), subject to the conditions set forth above.

DATE OF FILING OF AMENDED DECISION BY ORDER OF THE BOARD OF APPEALS

JANUARY 2, 2015



E. Michael Thomas, Member

CERTIFICATION:

The Board of Appeals, by delivery of a copy of this decision to the Applicant, DAVID and LILLIAN WATKINS, does hereby certify that copies of this decision have been filed with the Planning Board of the Town of Wayland and with the Town Clerk of the Town of Wayland.

BOARD OF APPEALS

E. Michael Thomas, Member



SUDBURY
VALLEY
TRUSTEES

Conservation, Collaboration, and Community since 1953

RECEIVED

DEC 31 2014

Board of Selectmen
Town of Wayland

December 29, 2014

Ms. Sherre Greenbaum, Chairwoman
Wayland Conservation Commission
Town Building
41 Cochituate Road
Wayland, MA 01778

Dear Ms. Greenbaum,

I received your December 19th letter regarding the Lincoln Road Fields Conservation project, and wanted to send a response regarding your concerns about how SVT has characterized its role in the protection of Lincoln Fields.

When producing an annual report, we strive to provide a very succinct summary of all the projects in which the organization was involved over the previous year, including fee acquisitions, conservation restrictions, and assists. I regret that we are unable to detail each of the projects in this report, and in future annual reports, I will make clear that the summary reflects these various roles. We work hard to describe and celebrate our many partners in these efforts in other outlets, including our newsletter, our website, and in press releases. For example, we featured the Lincoln Fields effort in the June issue of *The Wren*, which perhaps you missed. I've enclosed a copy here.

This edition of the *Wren* also included a tribute to Jerry Heller, who, as you know, did the lion's share of the work to get the Lincoln Road Fields project to fruition. SVT Land Protection staff spent considerable time working with Jerry behind the scenes on strategy and on the technical aspects of the project. SVT also spent many hours and thousands of dollars in a get-out-the-vote campaign. We feel confident that the nature of the transaction was well-communicated via these various outlets, and that the Town, its representatives and citizens received the credit they rightfully deserved.

I remain dedicated to continuing our work together to protect and care for Wayland's natural areas, and I am very excited that, thanks to the generosity of John and Molly Beard, we have just finished the effort to protect another 10+ acres in Wayland.

I would welcome the opportunity to explore other opportunities for how we can work together to achieve our shared goals, and would be glad to meet you and your fellow commission members at your convenience. Please call me at 978-443-5588 x114 or send me an email at lvernegaard@svtweb.org.

Sincerely,

Lisa Vernegaard
Executive Director

Cc: Christa Collins, SVT
Wayland Conservation Commissioners
Nan Balmer, Wayland Town Administrator ✓

13

Historic District Commission
November 20, 2014

HDC members present: Gretchen Schuler (presiding), Margery Baston, Alice Boelter, Desmond McAuley (arrived at 8:15), Kathie Steinberg

Others present: Jan Dunn, Bob Mainer, Dick Hoyt (all board members of the Historical Society), Mike Lowery (BoPW chair), Alex Finlayson

Informal Discussion of Sign for the Grout Heard House Museum. Dick Hoyt has been in touch with the sign company that made the sign for the First Parish Church. He showed a drawing of a possible sign. The sign would be double-sided. The words would read: "Grout Heard House (on top line) MUSEUM (on the middle line in enlarged letters) and Historical Society (on the lowest line). The sign would be placed in the front yard to the left of the front door of the GHH Museum. It would be larger and more visible than the old sign. Tentatively the sign would be the same color as the house, and it would have red letters, similar to the (burgundy) color of the front door. Cedar and High Density Urethane (HDU) are the two materials under consideration. The difference in price for the cedar and urethane is \$475 in favor of the urethane. (The cost would be \$3,000 for urethane and \$3475 for wood.) The proposed posts on either side of the sign would be granite. The posts will be square at 3 to 4 inches per side. Letters for the word "Museum" will be larger (5+ inches) than other lettering on the sign. Gretchen asked about HCU posts rather than the granite. She made the point that a Commission decision should not reflect only what the HDC happens to like, rather it is what is appropriate. Alex asked about the post(s) for the current sign; and the current sign has a single wooden post. The font Dick was considering for the sign was Times Roman. Mike Lowery shared a sample of a Caslon typeface that he thought could be more appropriate -- as it was used in 1750 (whereas the Times Roman typeface came into being in the 1900s). The ground where the beech tree was removed is still soft, so the sign would not go in until the spring. The cost would be \$575 for two granite posts. When asked for thoughts from the HDC, Alice said that she would prefer that the sign be made of wood, which she felt would be more authentic and fitting for the Museum belonging to the Historical Society. Others pointed out that if it looks like real wood -- the HDU material would be approved.

Continued public hearing for temporary signs on the Mellen Law Office Green. Gretchen explained that because she sent the notice to the Selectmen when it should have been sent to the BoPW, this was grounds for tabling the application.

Mike Lowery spoke of the procedural matter and referred to MGL Ch. 266 section 126. This law requires anyone placing such signs to have the permission of the “municipal or public officer in charge thereof.” In the case of the Mellen Law Office Green, permission must be obtained from the Board of Public Works which also functions as Park Commissioners. The “owner” of the property needs to sign the HDC application, and the signature was missing on the application for temporary signs on the Mellen Law Office Green. Gretchen pointed out that the applicant had gone to the Selectmen for all of the signs and was only aware of needing HDC approval when contacted by the HDC.

Mike also pointed out that signs cannot be placed in the right-of-way and they need the owner’s permission. The one giving the permission is the public officer in charge.

Mike also warned that allowing such a sign would be counter to the purpose of the HDC -- and that if the HDC approved temporary signs on the Mellen Law Office Green, the HDC decision could be appealed. He felt plastic event signs have no place in a HD.

There was a motion to table the application. One HDC member compared the Mellen Law Office Green to a “traffic calming measure” because of its green open space. The motion was favorably accepted. (4-0-0)

Sidewalk along Old Sudbury Road -- Margery reported that she had read a memo from Gretchen during public comment at the Board of Public Works (BoPW) meeting last Thursday. The memo gave a brief history of the proposed sidewalk for Old Sudbury Road, starting in the HD at the Wayland Depot and joining the Wayland Commons sidewalk that ends between the two stone piers. The construction of the sidewalk has been delayed for a number of years, and Gretchen was asking for help from the BoPW in moving this project along. Because the proposed sidewalk was concrete with brick trim (like the sidewalk currently in the town center Historic District) and could not be done “in house” by the DPW -- the BoPW felt that the Planning Board should write the article relative to this sidewalk for Town Meeting. The next day Margery was in

touch with Mike Lowery about the possibility of an asphalt sidewalk that could be done “in house.” Mike was in touch with Sarkis Sarkisian, the Town Planner; and Sarki informed Mike that plans had already been drawn up for a concrete sidewalk, permits had been assembled, and the need was currently for some additional monies to complete the work. About \$75,000 has already been set aside for the construction of the sidewalk, which would probably cover an asphalt sidewalk while the estimate for a concrete sidewalk with brick band is about \$150,000.

Kathie said that she had spoken with Sarki that day on this matter. Sarki explained that when Wayland Commons dropped the 55 and over age requirement they also gave \$10,000 additional funds toward a sidewalk to the Old Town Center. Mike Lowery was also part of this discussion; and there was general agreement that the HDC, BoPW and PB would all need to coordinate on this matter. Kathie made the motion that the HDC co-sponsor an article for Town Meeting with the Planning Board and the BoPW requesting additional funds for a sidewalk along Old Sudbury Road. The motion passed unanimously (5-0-0). (Desmond had arrived in time to be counted in this vote.)

Report on location of handicapped parking signs at First Parish. The First Parish will need to post 2 legally required signs on the carriage house doors 10 & 11 (two doors furthest from Route 20). Then there is a need for additional signs to reserve parking. The signs are metal and colored white and green. The signs read: *RESERVED For those with impaired Mobility On Sunday & for Special Services*. The metal signs create a stark contrast with the recently preserved carriage house. However, there are 10 regular church attendees who have handicapped tags on their cars. Desmond asked if there was a consultant to help with signage. He then suggested that there are ways to attach modern signs so that they are separated somewhat from the historic fabric of the building. He thought the architectural firm they dealt with may have some ideas. One thing that possibly could be done would be to create a wood frame (like a picture frame) around the sign. Gretchen said she would be back in touch with the First Parish.

Design Review Guidelines. Gretchen has sent out to HDC members some of the proposed design review guidelines. Alice made suggestions on the guidelines received so far. She thought it sometimes was not as clear as it could be as to when something would be approved by the HDC, and when it would not. She also suggested that when referring to the Town Center Historic District or the Bow Road Historic District that it

be done in a very consistent way. She also wondered about the alphabetical listing of topics. "Paint" for instance could be broader to include stains, etc. Desmond spoke of heading specifications used by architectural firms. He wasn't sure if it would be applicable to the Design Review Guidelines -- but he would give this issue some thought. Because of the size of the Design Review Guidelines Gretchen may try to send 5 pages at a time to HDC members. There is a possibility she could share the file using Dropbox.

Other. There may be no meeting in December if there is no application. However, there is the possibility we could possibly meet on Dec. 18th to discuss the guidelines.

Desmond had arrived late -- and so had missed the discussion on temporary signs. However, he had given thought to the idea of temporary signs on the Mellen Law Office Green. He thought that because buildings and signs had been there in the past, there was historic precedence for this "function." He thought perhaps the HDC should give consideration to "function." Also, we should ask: What is the reasonable thing to do?

The minutes for October 16, 2014 were amended and approved. (5-0-0)

The meeting adjourned at about 9:15 pm.

Respectfully submitted,
Margery Baston

Wayland Long-Range Planning – Town-Owned Land

December 16, 2014 – 8:30 AM

Present: Colleen Sheehan, presiding; Mary Antes, Anette Lewis, Gretchen Schuler. Also attending: Lynne Lipcon, Molly Upton (9:30); Ben Keefe, Facilities Director; Sarkis Sarkisian, Town Planner.

FinCom Feedback re: slides at 12/01 meeting. Colleen attended a meeting of the FinCom to present the slides prepared by this committee recommending a Town Meeting adopted bylaw that would create a committee charged with establishing a strategic long-range plan for making informed capital investment decisions and, in the meantime, adopt an Interim Committee to start to develop a process by which to evaluate land, existing buildings, and proposed projects. The FinCom was complimentary to our group and was supportive of our overall recommendations. There was discussion about how the work of this committee would feed into the FinCom's development of capital budgets. Colleen told the FinCom that she would not recommend a moratorium since there are between 15 and 20 projects that will need to be evaluated in the short term. FinCom members noted that they were happy that a process was being formed, support next steps, and do not feel that the FinCom needs to run this process.

On the same topic Mike Lowery was in touch with Colleen as he was unable to attend this meeting. He is concerned about a BOS appointed committee because they too are stakeholders (controlling town owned land). Thus, at our group meeting, Colleen recommended that the Committee include two PB appointees, two Town Moderator appointees, and one FinCom appointee and ex-officio members of Facilities Director and Town Planner. It was also recommended that the charge be amended to state that the appointees should be non-stakeholders – thus not representing boards that control property.

Strategic Plan for Town-Owned Space. There was a brief discussion about whether town owned land should be ranked according to its ability to be used for certain types of projects. Questions include: how to rank projects and how to give consideration factors more form?

Lynne Lipcon suggested that the charge be amended to include broadening of public education about the fact that there is a process for evaluating the need and suitability of projects.

Discussion of Town's Debt Policy. It was noted that future projects will be limited in that the Town's overall policy calls for debt service to be no more than 10% of the annual operating budget.

How to proceed. Gretchen said that she thinks this working group should keep moving forward. A first step would be to work with GIS/Survey and Assessors to make sure that town-owned land list is correct. Mary volunteered to work with Mike Lowery, if he is willing, on this task that can be done in parallel with other tasks such as refining process of analyzing land and space. It was decided that this working group would go to the BOS to ask that board to sponsor a resolution to create such a committee. The resolution could be

written by this group with an introduction using "Whereas" clauses – "The town needs a process for planning due to limited land and space, limited financial resources. The town needs a process for informing the town of needs and assessments information in order to make informed decisions." The town has long range master plans that identify capital projects and these may be disparate thus another whereas is "there are disparate plans of committees and boards that need to come together". Following the "whereas" clauses would be the resolution....."resolve to establish committee to provide the information". Colleen will work on this and send before next meeting so that we can discuss and finalize at that time.

Gretchen asked Mary if she thought such a resolution would be amenable to the BOS. Mary did not see any reason why the BOS would reject the concept.

Anette asked Lynne whether she could identify tools that the library would need to make its case. Lynne said that the broad picture, state funding schedules and that an advocacy group has done its homework as the library has.

Minutes of December 1, 2014 were approved as amended. 4-0. In editing some minor changes were made to the draft charge and scope of Long Range Municipal Space Planning Committee. The attached document reflects those changes as well as the additional charge and make up of an Interim Committee.

NEXT MEETING . December 30th at 8:30 AM.

This meeting adjourned at 9:45AM.

Respectfully submitted,
Gretchen G. Schuler

Committee for Long-Range Planning for Town-Owned Properties

Charge

- To work with Town departments, boards and commissions to identify the Town's capital infrastructure needs and plan for them accordingly.
- To conduct needs assessments and connect projects with available and suitable locations.
- To more broadly educate the citizens of the process for analyzing town-owned spaces, and the current and long range needs, so that residents are more prepared to make capital decisions at Town Meeting.

Scope

Land Use Planning

- a) consider site uses/reuses and viable combinations of reuse and new construction to meet identified needs
- b) maintain a watch list of key privately-owned properties that the town may want to consider for purchase in the future.

Strategic Plan

- a) identify town-owned parcels
- b) current uses
- c) future uses
- d) capital funding
- e) phasing of potential projects.

Tools (Evolving List)

- Up-to-date land list including information (fields) such as owner/responsible town entity; location; acreage; zoning, etc.
- GIS with ability to create elements within GIS that will be useful to this planning process;
- Deed restrictions and/or conservation restrictions
- Aggregation potential
- Utilities – water, sewerage, electricity
- Facilities list with year of construction, additions, renovations
- Prior studies
- Conditions reports (should be on a cycle administered by facilities staff)
- Census information – growth
- Master Plan
- Environmental reports
- State GIS with information such as ground water data...
- Historical Commission sensitivity map.
- Surveys
- Charrettes

Consideration Factors – (Evolving List)

- Environmental factors – wetlands, well heads, flood plain, contamination, river front, topography, etc.
- Ownership and responsibility
- Deed restrictions and/or conservation restrictions
- Availability of utilities
- Needs evaluation – e.g. town water supply
- Access availability – roadways, topography etc.
- Other available funds
- Existing uses of a property
- Confluence of town goals
- Proximity to user base
- Existing distribution of like facilities
- Community/neighborhood consideration
- Public perception of the needs
- State mandates

Membership

It is recommended that the Committee be adopted by Town Meeting and report to Town Meeting annually.

1) How Many?

- a) 5 members
- b) 7 members
- c) 15 members

2) Who?

- a) Members shall be independent of existing boards
- b) Members shall be representatives of existing boards
- c) Existing boards and staff such as department directors
- d) Combination of a) and b).

3) Who appoints?

- a) Town Moderator
- b) Board of Selectmen
- c) Planning Board
- d) FinCom
- e) Respective committees represented
- f) Combination of a) thru e)

Membership of Interim Committee

1) How Many? 5 members

2) Who? Members to be independent of existing boards

3) Who Appoints? Fin Com (1), Town Moderator (2), Planning Board (2)
Ex-Officio – Facilities Director, Town Planner

Wayland Long-Range Planning – Town-Owned Land

December 31, 2014 – 8:30 AM

Present: Colleen Sheehan, presiding (left at 9:30); Kent Greenawalt, Anette Lewis, Mike Lowery, Gretchen Schuler. Also attending: Sherre Greenbaum, Linda Segal, Molly Upton, Ben Keefe, Facilities Director.

Public Comment. No public comment.

Review of Proposed Resolution to Present to BOS. Colleen reported that she anticipates presenting the resolution to the BOS at its January 12, 2015 meeting. Most of the session today was focused on selecting the correct words to convey the meaning of this working group and ones that would be well understood by the general public. It was articulated that the point of the proposed committee is to define and implement a process that will enable citizens to make informed decisions. The Committee will consider town-owned land and buildings by identifying requirements, constraints and capital. The sense of the meeting was that actual design of projects (pre-Permanent Municipal Building Committee) would be the responsibility of the group proposing a project. In some cases it may fall to a yet to be formed entity. There was some discussion about how other towns divide these responsibilities. Many have a Capital Planning Committee that plans for building projects.

One title for the Committee could be “Public Land and Buildings Planning Committee (PLBPC). The group authorized Anette and Gretchen to edit the wording of the proposed resolution to articulate the concepts the group discussed and agreed to during this meeting. The group can then consider the draft resolution at the next meeting prior to being presented to the BOS.

Some discussion centered on the need for a process to make capital building recommendations and that it is important for the message to come from Planning, Finance and Selectmen together in order to build consensus. For the last decade or more various parties have not been working together.

There was some discussion about whether we will encourage a board, such as BOS or PB, to submit an article for Town Meeting to establish this committee. However some believe that we will lose momentum and that it would be best to carry on with resolution to create such a committee. If the Committee, once it is up and running, believes it needs the backing of TM it will make such a recommendation in the future.

During a short discussion about how the appointments would be made, Gretchen suggested that FinCom, PB and Town Moderator meet together to interview applicants at one meeting for efficiency and collaboration on the part of the appointing entities. Others agreed that this may be a good way in which to work the appointment process. This is assuming that FinCom and PB plan to appoint from outside their membership.

Minutes and webpage information. Move to next meeting agenda due to lack of time.

NEXT MEETING . January 6th at 8:30 AM. Gretchen will post meeting.
This meeting adjourned at 10:30 AM.

Respectfully submitted, Gretchen G. Schuler

Please join Superintendent Edward A. Bouquillon Ph.D.

for

BREAKFAST AND DISTRICT UPDATE

FRIDAY FEBRUARY 6TH AT 7:00 AM

PROGRAM TO BEGIN PROMPTLY AT 7:30 AM

MINUTEMAN HIGH SCHOOL, PAUL REVERE ROOM

758 MARRETT ROAD, LEXINGTON, MA



MINUTEMAN
A REVOLUTION IN LEARNING

110

PLEASE JOIN US FOR BREAKFAST PREPARED
BY MINUTEMAN STUDENTS AND DISCUSSION
ON ISSUES FACING THE DISTRICT. ITEMS TO
BE DISCUSSED INCLUDE:

- 8 PROPOSED REGULATIONS CHANGES.
- 8 THE REVISED REGIONAL AGREEMENT.
- 8 INTERMUNICIPAL AGREEMENTS &
EDUCATIONAL PROGRAM PLAN.
- 8 MINUTEMAN BUILDING PROJECT:
MODELS AND COST ANALYSIS.
- 8 QUESTION & ANSWER DISCUSSION.

WE LOOK FORWARD TO YOUR ATTENDANCE.
PLEASE RSVP TO JACKIE MAGLIO AT 781-
861-6500 X291 OR J.MAGLIO@MINUTEMAN.
ORG BY FRIDAY JANUARY 29TH.

MINUTEMAN HIGH SCHOOL
758 MARRETT ROAD
LEXINGTON, MA 02421



METROWEST REGIONAL TRANSIT AUTHORITY
Public Transportation System

37 Waverly Street, Framingham, MA 01702
Ph. (508) 935 2222 • Fax (508) 935 2225 • Toll Free (888)996 9782 •
www.mwrta.com

RECEIVED

December 31, 2014

Dear Advisory Board Member,

JAN -2 2015

Board of Selectmen
Town of Wayland

The MetroWest Regional Transit Authority (MWRTA) has been working very closely with the MetroWest Center for Independent Living (MWCIL) to empower people with disabilities with the practical skills and self-confidence to take control over their lives and become active members of the communities in which they live.

The MWRTA is involved in the disabled community and most recently established a Travel Training Program known as *Transitions*, as a way to help assist people with disabilities to learn the MWRTA fixed route system. This program was established to give people with disabilities the confidence and tools they need to travel independently on the fixed route bus. The MWRTA looks forward to continuing to work closely with the disabled community in the future.

Enclosed in this letter, is a USB memory stick of the MWCIL video that was produced by the Davideo Company, which explains in great detail the history behind the MWCIL and all the incredible resources, tools, and services available for individuals with disabilities in each of your communities. It is the MWRTA's intention to continue to spread the word about the MWCIL and is therefore asking if each member community could do their part and share this video with their residents on any platform they see fit (i.e. local cable channel, website, etc).

On behalf of the MWRTA, we hope that you enjoy this short video and will be grateful for anything you can do to pass along the information about the MWCIL.

Thank you,

Sara E. White

Director of Marketing & Communications

MetroWest Regional Transit Authority

THE COMMONWEALTH OF MASSACHUSETTS

EXECUTIVE OFFICE OF ENERGY AND ENVIRONMENTAL AFFAIRS



Department of Agricultural Resources

251 Causeway Street, Suite 500, Boston, MA 02114
617-626-1700 fax: 617-626-1850 www.mass.gov/agr



DEVAL L. PATRICK
Governor

RECEIVED

MAEVE VALLELY BARTLETT
Secretary

GREGORY C. WATSON
Commissioner

JAN - 6 2015

Notice

Pursuant to the provisions of the Rights-of-Way Management Regulations, 333 CMR 11.00, to apply herbicides to control vegetation along rights-of-way (ROW), a five year Vegetation Management Plan (VMP) and a Yearly Operational Plan (YOP) must be approved by the Department of Agricultural Resources (DAR). NSTAR has submitted and holds a current VMP, therefore, notice of receipt of a YOP and procedures for public review is hereby given as required by Section 11.06 (3).

The Kenerson Group (TKG) of Athol, Massachusetts submitted a YOP to DAR for NSTAR, A Northeast Utilities Company in December 2014.

In 2015 NSTAR will conduct an Integrated Vegetation Management (IVM) program on their transmission and distribution lines. The intended vegetation control program will be consistent with NSTAR's VMP (approved by DAR in 2013). In accordance with the guidelines set forth in NSTAR's VMP and YOP, herbicides will be selectively applied to target vegetation by licensed/certified applicators carrying backpack or hand held application equipment for the IVM program.

NSTAR's YOP identifies the following 50 municipalities as locations where they intend to use herbicides to treat their electric Rights-of-Way in 2015:

Acushnet	Carver	Marion	Needham	Uxbridge
Ashland	Dartmouth	Marshfield	New Bedford	Walpole
Avon	Dedham	Mattapoisett	Norfolk	Waltham
Bellingham	Dover	Medfield	Plymouth	Wareham
Blackstone	Duxbury	Medway	Plympton	Wayland
Boston	Fairhaven	Mendon	Randolph	Weston
Braintree	Framingham	Middleborough	Sharon	Westwood
Bridgewater	Franklin	Millis	Sherborn	Weymouth
Burlington	Holbrook	Millville	Stoughton	Wilmington
Canton	Kingston	Natick	Sudbury	Woburn

NSTAR will only use herbicides recommended by DAR for use in Sensitive Areas for their IVM program. Pursuant to 333 CMR 11.04, no herbicides will be sprayed within any designated "no spray sensitive sites" instead mechanical only methods will be used to control vegetation.

Public notification, by certified mail, will be provided to each "affected" municipality at least twenty-one days prior to any herbicide application.

In accordance with 333 CMR 11.06 (2), NSTAR's YOP includes the identification of target vegetation; methods of identifying, marking and protecting Sensitive Areas; application techniques; the herbicides, application rates, carriers and adjuvants proposed for use; alternative control measures, a list of the application companies and YOP supervisor; procedures for handling, mixing and loading herbicides; emergency resources including local,

state and federal emergency telephone numbers; maps of the ROW which included mapped Sensitive Areas, and herbicide fact sheets and labels.

PUBLIC REVIEW

The DAR seeks to verify the location of Sensitive Areas defined in Section 11.02 reported in the YOP. DAR itself has a limited ability to survey the geography, land use and water supplies in all the communities through which ROWs pass. Municipalities have most of this information readily available, and the particular knowledge with which to better certify the Sensitive Areas in their communities. DAR, therefore, requests, and urges the assistance of the "affected" municipalities in reviewing the completeness and accuracy of the maps contained in the submitted YOP.

DAR has established the following procedures for this review:

Copies of the YOP and this *Notice* will be sent by the applicant to the Conservation Commission, Board of Health (or designated health agent), and the Head of Government (Mayor, City Manager, Chair of the Board of Selectman) of each municipality where herbicides are to be applied during the calendar year of 2015; and if applicable to the Natural Heritage Endangered Species Program of the Massachusetts Department of Fisheries and Wildlife, the Massachusetts Water Resource Authority and the Massachusetts Department of Conservation and Recreation. Municipal agencies and officials will have forty-five days, following receipt of the YOP, to review its map for inaccuracies and omissions in the location of "Sensitive Areas not readily identifiable in the field."

Municipal agencies and officials are requested to forward the YOP to the appropriate official(s) in their municipality qualified to certify the accuracy of the Sensitive Areas indicated on the maps. The maps should then be "corrected" and returned to the applicant and a copy should be sent to DAR at the address listed below within the forty-five day review period.

If a city or town needs more time to carry out this review, it should send a written request for an extension to DAR and cite why there is a "good cause" for requesting additional time.

The applicant is required to make all corrections and the corrected maps will be sent back to the city/town that requested the disputed changes within fifteen days of receipt of the request. DAR will decide whether or not the YOP should be approved without the requested changes. DAR will consider the "final approval" of a YOP individually for each municipality.

The twenty-one day public review period of the Municipal ROW Notification Letter may serve concurrently with the forty-five day YOP review period in order to provide public notifications as required by 333 CMR 11.07, if the applicant has an approved VMP and if all the requisite city-town offices that received copies of the YOP completed their review and all corrections were duly made by the applicant and approved by DAR.

A failure by the city/town to respond to the applicant's submission of the YOP within the forty-five day period will automatically be considered by DAR to indicate agreement by the municipal officials with the Sensitive Area demarcations provided by the applicant in their YOP.

Any questions or comments on the information provided in this *Notice* and the procedures established for the municipal review outlined above should be addressed to:

Michael McClean
Director of Rights-of-Way Programs
Massachusetts State Pesticide Bureau
251 Causeway Street, Suite 500
Boston, MA 02114-2151

Any questions or comments regarding the YOP should be addressed to:

William Hayes, Senior Transmission Arborist
NSTAR, A Northeast Utilities Company
Vegetation Management
One NSTAR Way, SE-370
Westwood, MA 02090-9230
781-441-3837 (office)

COMMENT PERIOD ENDS AT THE CLOSE OF BUSINESS ON FRIDAY, February 6, 2015



One NSTAR Way
Westwood, Massachusetts 02090

December 23, 2014

Dear Municipal Official:

This letter is to inform you that NSTAR Electric & Gas intends to selectively apply herbicides along power line and natural gas rights-of-way that pass through your municipality. This treatment is conducted as a component of an integrated vegetation management program that also utilizes mechanical and natural control techniques.

NSTAR's five-year Vegetation Management Plan (VMP) for 2013-2017 is posted at the following website: www.kenersongroup.com/vmp/2013/nstar. If you would like a hard copy please contact us with this request.

NSTAR's Yearly Operational Plan (YOP) for 2014 is posted at the following website: www.kenersongroup.com/yop/2015/nstar. If you would like a hard copy please contact us with this request. Please note that the YOP also includes the rights-of-way (ROW) from the 2014 treatment program. This is just in case NSTAR needs to request a "touch-up" retreatment of scattered locations from its contractor(s). For some municipalities, these "touch-up" ROW's are the only ones that are located within your boundaries; please note the difference on pages 3 & 4 in the YOP.

Please review the YOP map(s) that locate the ROW corridors and the plotted location of known sensitive areas including public and private drinking water supplies. **If there are any additional sensitive areas located on or near the ROWs please advise us as soon as possible so a permanent record can be established and appropriate field protective actions implemented. We particularly rely on this process to collect corrections to the public wells and to record the location of private wells.** The enclosed maps will be updated with any new information that is received by NSTAR and posted at the above website.

The herbicides are listed in Section VII of the YOP and will be selectively applied to target vegetation by experienced, Massachusetts' licensed/certified applicators that walk along the ROWs using backpack equipment.

The foliage treatments will take place between June 1st and October 16th along with cut surface treatments (CST). Fall CST, basal treatments or sensitive foliar treatments may be necessary and are scheduled between October 5th and December 31st in areas along the ROWs that might not have received a foliage treatment or to trees over 12 feet tall. The exact time is dependent upon weather conditions and field crew progress.

In compliance with 333 CMR 11.06-11.07, No herbicide applications will occur before the conclusion of the 45 day YOP review period, the 21 day treatment notice and the 48 hour newspaper notice. At the end of these review periods, which can run concurrently, no application shall commence more than ten days before nor conclude more than ten days after the treatment periods listed above.

All of the herbicides selected for this program are registered by the Federal Environmental Protection Agency, the Massachusetts Pesticide Board, and are recommended for use in and around sensitive areas jointly by the Massachusetts Pesticide Bureau and Massachusetts Department of Environmental Protection (please refer to the YOP for specifics).

The treatments will be performed by one of the following companies:

Vegetation Control Service, Inc.
2342 Main Street
Athol, MA 01331
(978) 249-5348

Lewis Tree Service, Inc
300 Lucius Gordon Drive
West Henrietta, NY 14586
(585) 436-3208

Lucas Tree
636 Riverside St.
Portland, ME 04104
(888) 845-7870

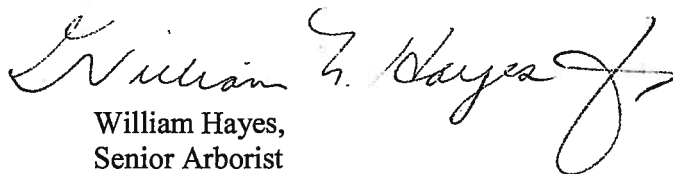
This informational 21-day notification is in compliance with Chapter 132B, section 6B of the Massachusetts General Laws and 333 CMR 11.05-11.07 Rights of Way Management and Chapter 85, Section 10 of the Acts of 2000.

For inquiries concerning the safety of the herbicides please contact:

Director of Rights of Way Program
Department of Food and Agriculture
251 Causeway Street, Suite 500
Boston, MA 02114-2151

If there are any questions or comments relative to technical questions about the treatment program, you would like a hard copy of the VMP or YOP, or have any questions about NSTAR and its electrical rights-of-way system please contact William Hayes (781) 441-3932 for transmission lines and Paul Sellers (508) 957-4517 for distribution lines.

Sincerely,


William Hayes,
Senior Arborist

Enc: Environmental Monitor Notice
2015 Yearly Operational Plan Maps
45 Day YOP Public Notice and Review and Comment Period Document

cc: Board of Health
Board of Selectmen
Conservation Commission
Municipal Water Supplier
Massachusetts Pesticide Bureau

Certified mail-return receipt requested



One NSTAR Way
Westwood, Massachusetts 02090

December 23, 2014

45 Day Yearly Operational Plan Public Notice, Review and Comment Period

Dear Municipal Officials:

In compliance with 333 CMR 11.06, *45 Day Yearly Operational Plan Public Notice, Review and Comment*, please review NSTAR Electric and Gas 2015 Yearly Operational Plan.

NSTAR's Yearly Operational Plan (YOP) details specific information pertaining to the intended 2015 program. NSTAR's YOP is posted at the following website:

<http://www.kenersongroup.com/yop/2015/nstar>

Please review the enclosed YOP maps that locate the rights-of-way and the plotted location of known *sensitive areas* including public and private drinking water supplies. If there are any additional *sensitive areas* located on or near the right-of-way, please advise us as soon as possible, so we may establish permanent records and implement appropriate field protective actions. We particularly rely on this process to collect corrections to the public wells and to record the locations of private wells. The enclosed maps will be updated with any new information that is received by NSTAR and posted at the above website. If you would like a hard copy of the YOP please contact us with this request.

Also please review the enclosed hard copy of the Environmental Monitor Notice, published under the Massachusetts Environmental Policy Act (MEPA) also located at:

www.env.state.ma.us/mepa/emonitor.aspx

Enclosures: 21 Day Letter
Environmental Monitor Notice
2015 Yearly Operational Plan Maps


Notice Sent to: Chief Elected Municipal Official
Board of Health
Conservation Commission
Municipal Water Supplier
Massachusetts Pesticide Bureau













NSTAR 2015 Yearly Operational Plan WAYLAND Right of Way 8-2

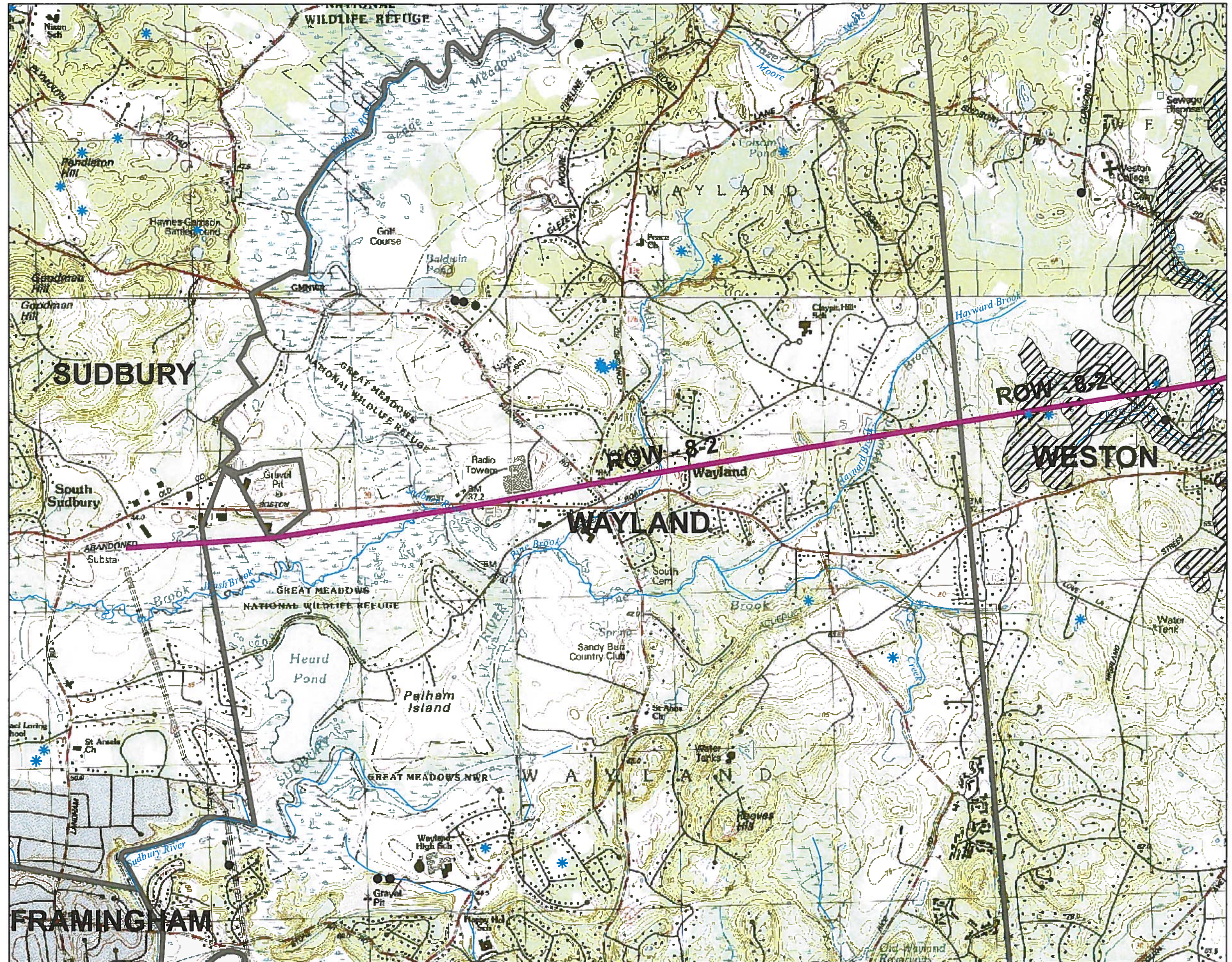


1:24,000



-  2015 NSTAR Electric Rights-of-Way
-  2014 NSTAR Touchup Rights-of-Way

-  Emergency Surface Water Well
-  Ground Water Well
-  Non-Transient, Non-Community Well
-  Proposed Well
-  Surface Water Well
-  Transient, Non-Community Well
-  Private Well
-  NHESP Certified Vernal Pools
-  Perennial Rivers and Streams
-  Intermittent Rivers and Streams
-  Mass Town Lines
-  Mass Zone A (Identifies surface waterbodies, tributaries and associated waterbodies, follow Sensitive Area treatment methods per 333 CMR 11.04)



Source: "Office of Geographic and Environmental Information (Mass GIS), Commonwealth of Massachusetts, Executive Office of Energy and Environmental Affairs".
Public Water Supply data provided by MA DEP Drinking Water Program, July 2014, DEP Public Water Supplies