

PACKET

FEB 8

2016



TOWN OF WAYLAND

41 COCHITUATE ROAD
WAYLAND, MASSACHUSETTS 01778

BOARD OF SELECTMEN

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

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

**BOARD OF SELECTMEN
Monday, February 8, 2016
Wayland Town Building
Selectmen's Meeting Room**

**IF THIS MEETING IS CANCELLED DUE TO INCLEMENT WEATHER,
THEN IT WILL BE HELD ON TUESDAY, FEBRUARY 9, 2016**

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.

- 6:45 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 Collective Bargaining Pertaining to the Police Union
- 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.) Potential Vote to Approve the Memorandum of Agreement between the Town of Wayland and the New England Police Benevolent Association, Inc., Local 176, dated 12/21/15, for a Successor Collective Bargaining Agreement for the Period of 7/1/14 through 6/30/17
- 7:15 pm 5.) Swearing In of New Firefighter Paramedic Josiah David
- 7:30 pm 6.) Attend Finance Committee Budget Hearing
- 8:15 pm 7.) Vote to Approve Recommendation of Library Owner's Project Manager Selection Committee to Appoint
- 8:25 pm 8.) Vote to Sign Massachusetts School Building Authority Statement of Interest for Loker Window Replacement Project
- 8:35 pm 9.) Discussion and Vote Positions on Annual Town Meeting Articles, Including But Not Limited To:
- Discuss Order of Articles
 - Standard Articles: A, F, G, I, J, K, M and U
 - OPEB Article R
 - Historical Commission Article W
 - Planning Board Articles: II, JJ, KK, LL, MM
 - Board of Public Works Articles: AA, BB, CC, DD, EE
- 9:35 pm 10.) Discuss Municipal Modernization Act

**BOARD OF SELECTMEN
Monday, February 8, 2016
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Revised Proposed Agenda Page Two

- | | | |
|----------|------|---|
| 9:45 pm | 11.) | Review and Approve Consent Calendar (See Separate Sheet) |
| 9:50 pm | 12.) | Review Correspondence (See Separate Index Sheet) |
| 10:00 pm | 13.) | Report of the Town Administrator |
| 10:10 pm | 14.) | Selectmen's Reports and Concerns |
| 10:20 pm | 15.) | Topics Not Reasonably Anticipated by the Chair 48 Hours in Advance of the Meeting, If Any |
| 10:25 pm | 13.) | Adjourn |

(6) BUDGET
PRESENTATION

DATE: February 5, 2016
TO: Board of Selectmen
FROM: Nan Balmer, Town Administrator
RE: FY 18 BUDGET PRESENTATION

The Finance Committee expects to post the budget presentation on the website on Monday February 18th.

In case of snow, the presentation will be re-scheduled, possibly to a date during the week of 2/15.

(7) LIBRARY PROJECT



TOWN OF WAYLAND

41 COCHITUATE ROAD
WAYLAND, MASSACHUSETTS 01778

Kenneth Keefe
PUBLIC BUILDINGS DIRECTOR
TEL. (508) 358-3786
www.wayland.ma.us

BOARD OF SELECTMEN
LEA ANDERSON
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JOSEPH F. NOLAN

DATE: February 5, 2016

TO: Nan Balmer, Town Administrator

FROM: Kenneth "Ben" Keefe, Public Buildings Director

RE: Owner's Project Manager Services for Wayland Free Library Planning & Design Study

REQUESTED ACTION:

Vote to approve order of finalists for hiring Owner's Project Manager Services for Wayland Free Library Planning & Design Study and authorize negotiation with finalist in rank order.

BACKGROUND:

In accordance with Town of Wayland Designer Selection Procedures RFQ #16-17 was issued for Owner's Project Manager Services for Wayland Free Library Planning & Design Study with applications accepted until January 7, 2016.

Town Administrator assigned an Evaluation Committee consisting of Thomas White (Library Building Committee and PMBC), Suzanne Woodruff (Library Trustee and PMBC), and Kenneth Keefe (Wayland Public Building Director). The Evaluation Committee evaluated all eleven applications, ranked the applications and presented their findings to the PMBC. PMBC concurred with the rankings and interviews were held for the 3 finalists on February 2, 2016.

The Evaluation Committee assisted by members of the Library Trustees and the PMBC determined a final ranking as follows:

- First – Design Technique of Newburyport MA
- Second – Project Planning Professionals of Norwell MA
- Third – Pinck and Company of Boston MA

All finalists were considered qualified to complete the project services however Design Technique demonstrated both in their application and interview that they best understood the complexities of the services required. Design Technique also had the most experience with library building projects and the individuals who will be providing the services also projected a professional manner that will be most conducive to working with the Library Trustees and the Wayland Public.

The second and third place finalists were very close in evaluation with the experience of Project Planning Professionals ranking them ahead of Pinck and Company.

If authorized and following the designer selection procedures negotiations will proceed in rank order of the finalists until a contract can be agreed upon. RFQ #16-17 stated the contract would be negotiated with a not to exceed cost of \$40,000.00.

Respectfully Submitted

Kenneth "Ben" Keefe

(8) LOKER WINDOWS



TOWN OF WAYLAND

41 COCHITUATE ROAD
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DATE: February 5, 2016

TO: Nan Balmer, Town Administrator

FROM: Kenneth "Ben" Keefe, Public Buildings Director

RE: Statement of Interest (SOI) for Massachusetts School Building Authority (MSBA) Accelerated Repair Program (ARP) for Loker Elementary Windows and Exterior Doors.

REQUESTED ACTION:

Vote to Authorize the School Superintendent to submit SOI to the MSBA for replacement of windows and doors at Loker Elementary School.

Vote is required to follow the following form and wording:

Resolved: Having convened in an open meeting on February 8, 2016, prior to the closing date of February 12, 2016, the Board of Selectmen of The Town of Wayland, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form dated February 8, 2016 for the Loker Elementary School located at 47 Loker Street, Wayland MA 01778 which describes and explains the following deficiencies and the priority category for which an application may be submitted to the Massachusetts School Building Authority in the future. Priority #5, Replacement of windows and exterior doors, to increase energy conservation and decrease energy-related costs in a school facility due to deficiency of the existing windows and exterior doors; and hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the Town of Wayland School District to filing an application for funding with the Massachusetts School Building Authority.

BACKGROUND:

First step in the application for ARP grant funds from MSBA for the replacement of windows and doors at Loker Elementary School is the SOI. This does not commit the Town to apply for any grant money it is just the start of the administrative process and lets MSBA know that Wayland may apply for this round of funding.

This project which closely resembles the project currently being done at Claypit Hill School has been submitted for consideration in the FY17 Capital Budget requests.

The SOI submittal must be accompanied by certified votes of both the Board of Selectman and School Committee. This item is also on the February 8, 2017 agenda for the School Committee.

Respectfully Submitted

Kenneth "Ben" Keefe

ARTICLE LIST FOR 2016 ANNUAL TOWN MEETING

* Asterisk indicates articles proposed for abbreviated presentation procedure

Article	2015 Article Name	Sponsor	Assignee Selectmen	Assignee FinCom	Position Selectmen	Position FinCom
A	Recognize Citizens and Employees for Particular Service to the Town	Board of Selectmen	C. Karlson	N. Funkhouser		
B*	Pay Previous Fiscal Year Unpaid Bills	Board of Selectmen	C. Karlson	N. Funkhouser		
C*	Current Year Transfers	Board of Selectmen	C. Karlson	N. Funkhouser		
D*	OPEB Funding	Finance Committee	C. Karlson	G. Cliff		
E	FY 2017 Omnibus Budget	Finance Committee	C. Karlson	N. Funkhouser		
F*	Compensation for Town Clerk	Board of Selectmen	C. Karlson	N. Funkhouser		
G*	Accept Law Increasing Real Estate Tax Exemption Amounts	Board of Selectmen/Board of Assessors	L. Anderson	N. Funkhouser		
H	Personnel Bylaws and Wage & Classification Plan	Personnel Board	C. Karlson	N. Funkhouser		
I*	Choose Town Officers	Board of Selectmen	C. Karlson	N. Funkhouser		
J	Accept Gifts of Land	Board of Selectmen	C. Karlson	N. Funkhouser		
K*	Sell or Trade Vehicles and Equipment	Board of Selectmen	J. Nolan	N. Funkhouser		
L*	Rescind Authorized but Unissued Debt	Board of Selectmen	C. Karlson	N. Funkhouser	4-0	

ARTICLE LIST FOR 2016 ANNUAL TOWN MEETING

* Asterisk indicates articles proposed for abbreviated presentation procedure

Article	2015 Article Name	Sponsor	Assignee Selectmen	Assignee FinCom	Position Selectmen	Position FinCom
M*	Hear Reports	Board of Selectmen	C. Karlson	N. Funkhouser		
N	Vote to Appropriate Funding for New Minuteman High School	Board of Selectmen	L. Anderson	C. Martin		
O	Appropriate Funds for Design, Construction Documents and Bidding for a Proposed Council on Aging/Community Center at Wayland Town Center	Board of Selectmen/Council on Aging Community Center Advisory Committee	M. Antes	B. Steinberg		
P	Fund Glezen Lane Traffic Control Measures	Board of Selectmen	C. Karlson	B. Steinberg	3-0-1	
Q	Petition the State Legislature to Remove All Police Personnel from the Provisions of Civil Service Without Affecting the Civil Service Rights of Incumbents	Board of Selectmen	C. Karlson	T. Abdella		
R	Petition the State Legislature to Adopt Special Act for Other Employment Benefits Trust Funds and Repeal Existing OPEB Trust Fund Special Act	Board of Selectmen	C. Karlson	G. Cliff		
S	Adopt Massachusetts General Laws Chapter 44, Section 53 E ½, Revolving Accounts	Board of Selectmen	C. Karlson	C. Martin		
T	Amend Chapter 36, Section 18 of Town Code, Attendance and Participation of Nonresident Town Officials	Board of Selectmen	C. Karlson	C. Martin		

ARTICLE LIST FOR 2016 ANNUAL TOWN MEETING

* Asterisk indicates articles proposed for abbreviated presentation procedure

Article	2015 Article Name	Sponsor	Assignee Selectmen	Assignee FinCom	Position Selectmen	Position FinCom
U*	Confirmatory Taking of Newbury Conservation Land	Board of Selectmen/Conservation Commission	M. Antes	D. Watkins		
V*	Amend Chapter 145-Inspection, Testing, Maintenance of Private Fire Hydrants	Board of Selectmen	L. Anderson	T. Abdella	4-0	
W	Preservation of Historically Significant Buildings Through Demolition Delay	Historical Commission	M. Antes	D. Watkins		
X	Transfer 193 and 195 Main Street to Library Trustees, Recreation Commission	Board of Library Trustees, Recreation Commission	J. Nolan	G. Cliff		
Y	Transfer 202 Old Connecticut Path to Library Trustees for Library Use	Board of Library Trustees	J. Nolan	G. Cliff		
Z	Fund Payment in Lieu of Sewer Betterment Assessment for Sewer Capacity for Town Library or Other Town Building	Board of Library Trustees	J. Nolan	G. Cliff		
AA*	Transfer Custody of Small Portion of Lakeview Cemetery	Board of Public Works	J. Nolan	C. Martin		
BB	Fund Reconfiguration of the Five Paths Intersection (Cochituate Road and Old Connecticut Path)	Board of Public Works	J. Nolan	T. Abdella		

ARTICLE LIST FOR 2016 ANNUAL TOWN MEETING

* Asterisk indicates articles proposed for abbreviated presentation procedure

Article	2015 Article Name	Sponsor	Assignee Selectmen	Assignee FinCom	Position Selectmen	Position FinCom
CC	Fund Permanent Reconfiguration of the Intersection of East Plain Street, School Street, and Route 30 (Commonwealth Road)	Board of Public Works	J. Nolan	T. Abdella		
DD*	Accept Modified Route 30 and 27 Intersection as a Town Way	Board of Public Works	J. Nolan	T. Abdella		
EE	Regulating Temporary Signs Within Town-Owned Rights of Way	Board of Public Works	M. Antes	T. Abdella		
FF	Establish 53D Recreation Revolving Fund for the Wayland Town Beach	Recreation Commission	J. Nolan	C. Martin	4-0	
GG	Establish and Fund a Recreation Stabilization Fund	Recreation Commission	J. Nolan	C. Martin	4-0	
HH	Funding to Design a Multi-Purpose, Rectangular, Artificial Turf Field 193 & 195 Main Street, also Known as the Former DPW Site	Recreation Commission	J. Nolan	C. Martin		
II	Home Occupation	Planning Board	L. Anderson	B. Steinberg		
JJ	Assisted/Independent Living and Nursing Home	Planning Board	L. Anderson	B. Steinberg		
KK	Landscaping in Parking Areas Zoning Bylaw	Planning Board	L. Anderson	B. Steinberg		

ARTICLE LIST FOR 2016 ANNUAL TOWN MEETING

* Asterisk indicates articles proposed for abbreviated presentation procedure

Article	2015 Article Name	Sponsor	Assignee Selectmen	Assignee FinCom	Position Selectmen	Position FinCom
LL	Building Height	Planning Board	L. Anderson	B. Steinberg		
MM	Sidewalk Construction in Roadside, Business Districts A and B, Light Manufacturing and Limited Commercial of the Zoning Bylaw	Planning Board	L. Anderson	B. Steinberg		
NN	Conservation Cluster Developments	Planning Board	L. Anderson	B. Steinberg		
OO*	Set Aside Community Preservation Funds for Later Spending	Community Preservation Committee	M. Antes	D. Watkins	4-0	
PP*	Transfer Community Housing Funds to Wayland Municipal Affordable Housing Trust Fund	Community Preservation Committee	M. Antes	D. Watkins	4-0	
QQ	Appropriate Funds to Restore Monuments at North Cemetery	Community Preservation Committee	M. Antes	D. Watkins	4-0	
RR	Appropriate Funds to Restore Cochituate Town Clock	Community Preservation Committee	M. Antes	D. Watkins	4-0	
SS	Appropriate Funds to Purchase Conservation Restriction on Mainstone Farm – CPA Only	Community Preservation Committee	M. Antes	D. Watkins		
TT	Appropriate Funds to Purchase Conservation Restriction on Mainstone Farm – CPA and General Borrowing	Community Preservation Committee	M. Antes	D. Watkins		

ARTICLE LIST FOR 2016 ANNUAL TOWN MEETING

** Asterisk indicates articles proposed for abbreviated presentation procedure*

Article	2015 Article Name	Sponsor	Assignee Selectmen	Assignee FinCom	Position Selectmen	Position FinCom
UU	Amend Chapter 36 of the Town Bylaws Relative to Time for Debate at Town Meetings	Petitioners	M. Antes	G. Cliff		
VV	Amend Chapter 36 of the Town Bylaws Relative to Remarks at Town Meetings	Petitioners	M. Antes	G. Cliff		
WW	Clarify Petitioner Access to Town Counsel	Petitioners	J. Nolan	G. Cliff		
XX	Amend Chapter 36 of Current Bylaws	Petitioners	L. Anderson	G. Cliff		



ARTICLES SUBMITTED FOR ADMISSION TO WARRANT FOR ANNUAL TOWN MEETING

April 7, 2016

The following articles were submitted for consideration for inclusion in the Warrant for the Annual Town Meeting to begin on Thursday, April 7, 2016. Please note these articles are not in their final order, and are subject to nonsubstantive revisions between now and the time the Warrant is finalized.

ARTICLE A: RECOGNIZE CITIZENS AND EMPLOYEES FOR PARTICULAR SERVICE TO THE TOWN

Sponsored by: Board of Selectmen

To determine whether the Town will recognize the achievements and contributions to Town government of citizens and employees:

1. To recognize citizens who have served in a volunteer capacity on elected and/or appointed boards, committees, and commissions for a minimum of 25 years (service need not be consecutive);
2. To recognize employees who have retired since the previous Annual Town Meeting or intend to retire prior to June 30, 2016, subject to a minimum of 20 years of service; and
3. To request Town Meeting observe a moment of silence in memory of elected or appointed volunteers, employees with at least 10 years of service, or an employee while in service to the Town without regard to tenure who shall have passed away since the adjournment of the 2015 Annual Town Meeting.

The following citizens are recognized for their extensive service to the Town: (None)

The following town and school employees have retired since the 2015 Annual Town Meeting and have served the Town for over 20 years:

Dexter Chadsey	39 years	Teacher, Claypit Hill School
Christine Brown	33 years	Athletic Trainer, Substitute
Carol Lucenta	32 years	Clerical, School Department Thomas
Cavanaugh	31 years	Teacher, Substitute
Deborah Bearse	23 years	Principal, Claypit Hill School
Donald Gladu	22 years	Transfer Station Foreman
Judith Courchine	22 years	Clerical, School Department
Paula Dettorre	21 years	Human Resources Assistant

The following elected official has passed away since the 2015 Annual Town Meeting:

Grace I. Bowen November 13, 2015 Town Clerk, ?? - 1987

ARTICLE B: PAY PREVIOUS FISCAL YEAR UNPAID BILLS

Proposed by: Board of Selectmen

To determine whether the Town will vote to:

- (a) pay the bills of the prior fiscal years,
- (b) appropriate a sum of money for the payment of the foregoing bills of prior fiscal years; and
- (c) provide for such appropriation by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by borrowing, or otherwise.

ARTICLE C: CURRENT YEAR TRANSFERS

Sponsored by: Board of Selectmen

To determine whether the Town will vote to appropriate a sum or sums of money for the operation and expenses of various Town Departments for the current fiscal year; 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 funds received as grants from the Commonwealth or federal government, by borrowing, or otherwise; and to determine which Town officer, board, or committee of combination of them, shall be authorized to expend the money or monies appropriated therefor.

ARTICLE D: OPEB FUNDING

Proposed by: Finance Committee

To determine whether the Town will vote to:

- a) authorize the transfer of \$XX from the following enterprise and revolving funds to the General Fund (TO BE DETERMINED):

- 1) Food Service \$
- 2) Children’s Way \$
- 3) Pegasus \$
- 4) Building Use \$
- 5) Enrichment \$
- 6) Ice Hockey \$
- 7) Athletics \$
- 8) High School Parking \$
- 9) Instrumental Music \$
- 10) Transportation; \$

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

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

These articles were submitted for consideration for inclusion in the Warrant for the Annual Town Meeting to begin on Thursday, April 7, 2016. Please note these articles are not in their final order, and are subject to nonsubstantive revisions between now and the time the Warrant is finalized.

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

c) appropriate \$XX 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.

ARTICLE E: FY 2017 OMNIBUS BUDGET

Sponsored by: Finance Committee

To determine whether the Town will vote to appropriate a sum of money appropriate for the operation and expenses of the Town, including capital expenditures for equipment, improvements, or other purposes, 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, or otherwise.

ARTICLE F: COMPENSATION FOR TOWN CLERK

Proposed by: Board of Selectmen

To determine whether the Town will vote to fix the salary and compensation of the elected Town Clerk, to be effective July 1, 2016, which salary and compensation is printed below.

SALARY SCHEDULE – TOWN CLERK

	<u>FY 2016</u>	<u>FY 2017</u>
Town Clerk	\$ 69,122	\$ 70,504

ARTICLE G: ACCEPT LAW INCREASING REAL ESTATE TAX EXEMPTION AMOUNTS

Proposed by: Board of Selectmen and Board of Assessors

To determine whether the Town will vote to accept the provisions of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, and allow an additional exemption of up to one hundred percent for Fiscal Year 2017.

ARTICLE H: PERSONNEL BYLAWS AND WAGE & CLASSIFICATION PLAN

Sponsored by: Personnel Board

To determine whether the Town will vote to amend the Code of the Town of Wayland, Chapter 43,

These articles were submitted for consideration for inclusion in the Warrant for the Annual Town Meeting to begin on Thursday, April 7, 2016. Please note these articles are not in their final order, and are subject to nonsubstantive revisions between now and the time the Warrant is finalized.

PERSONNEL and the Personnel Wage and Salary Classification Plan (Appendix TBD), previously adopted by the Town.

Amend bylaws as appropriate to conform with recent changes to collective bargaining agreements for vacation accruals, sick leave carryover and sick leave incentive.

ARTICLE I: CHOOSE TOWN OFFICERS

Proposed by: Board of Selectmen

To determine whether the Town will vote to choose Town officers, agents, trustees, councils, commissioners, boards, and committees not elected by official ballot.

As Trustees of the Allen Fund:	Michael B. Patterson Benjamin W. Johnson III Lynn S. Dowd
As Fence Viewers:	The Selectmen
As Field Drivers:	The Constables
As Measurers of Wood and Bark:	Paul Doerr Lewis S. Russell Jr. Harry F. Sweitzer
As Surveyors of Lumber:	Susan W. Pope Jean B. Pratt Harry F. Sweitzer

ARTICLE J: ACCEPT GIFTS OF LAND

Proposed by: Board of Selectmen

To determine whether the Town will vote to accept real property or interests in real property which have been tendered to it as a gift, by devise, or otherwise.

ARTICLE K: SELL OR TRADE VEHICLES AND EQUIPMENT

Proposed by: Board of Selectmen

To determine whether the Town will vote to authorize the Board of Selectmen to sell or otherwise dispose of the following surplus vehicles, equipment, or other personal property in connection with the purchase of new vehicles, equipment, or other personal property.

ARTICLE L: RESCIND AUTHORIZED BUT UNISSUED DEBT

Proposed by: Board of Selectmen

To determine whether the Town will vote to rescind the following borrowings, authorized at the corresponding Town Meetings, that are deemed no longer necessary because the projects funded by the borrowings have been completed:

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1.) Septic System Repair	Article 6	5/8/00	\$188,425
2.) Feasibility Study-High School	Article 7	4/13/09	\$411,000
3.) High School	Article 2	11/18/09	\$2,313,814
4.) Middle School Replacement 7(3a)	Article 5	4/07/13	\$890,000

ARTICLE M: HEAR REPORTS

Sponsored by: Board of Selectmen

To determine whether the Town will vote to receive and act upon reports of Town officers, agents, trustees, commissioners, boards and committees.

- Board of Assessors
- Community Preservation Committee
- Energy Initiatives Advisory Committee
- OPEB Advisory Committee
- Youth Advisory Committee

ARTICLE N: VOTE TO APPROPRIATE FUNDING FOR NEW MINUTEMAN HIGH SCHOOL

Sponsored by: Board of Selectmen

To determine whether the Town will:

- a.) appropriate the sum of ----- dollars for the purpose of construction of a new Regional Vocational Technical High School , ----- to be expended under the direction of the Minuteman School Committee; and to meet said appropriation the Minuteman School Committee is authorized to borrow said sum under M.G.L. Chapter 44, or pursuant to any other enabling authority. The District acknowledges that the Massachusetts School Building Authority's ("MSBA") grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any project costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District through its members; provided further that any grant that District may receive from the MSBA for the Project shall not exceed the lesser of (1----- percent (%) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA; and that the amount of borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in the Project Funding Agreement that may be executed between the District and the MSBA; and
- b.) to meet said appropriation, authorize the Minuteman School Committee to borrow ----- under Massachusetts General Laws Chapter 44, or any other enabling authority; and
- c.) to authorize the Minuteman School Committee to enter into all necessary and appropriate agreements for the construction of a new Regional; Vocational Technical High School, including but not limited to a project funding agreement and a project scope and budget agreement with the MSBA, which agreements with the MSBA may include a provision

These articles were submitted for consideration for inclusion in the Warrant for the Annual Town Meeting to begin on Thursday, April 7, 2016. Please note these articles are not in their final order, and are subject to nonsubstantive revisions between now and the time the Warrant is finalized.

requiring said School Committee to indemnify the MSBA for losses associated with the District's performance of its obligations and exercise of its rights under such agreements.

ARTICLE O: APPROPRIATE FUNDS FOR DESIGN, CONSTRUCTION DOCUMENTS AND BIDDING FOR A PROPOSED COUNCIL ON AGING/ COMMUNITY CENTER AT WAYLAND TOWN CENTER

Sponsored by: Board of Selectmen and Council on Aging/Community Center Advisory Committee

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 preparing Bid Documents and obtaining bids for a Council on 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.

In addition, 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.

ARTICLE P: FUND GLEZEN LANE TRAFFIC CONTROL MEASURES

Sponsored by: Board of Selectmen

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 for another purpose, by borrowing under Massachusetts General Laws Chapter 44 or other enabling authority, or otherwise.

ARTICLE Q: PETITION THE STATE LEGISLATURE TO REMOVE ALL POLICE PERSONNEL FROM THE PROVISIONS OF CIVIL SERVICE WITHOUT AFFECTING THE CIVIL SERVICE RIGHTS OF INCUMBENTS

Sponsored by: Board of Selectmen

To determine whether the Town will vote to authorize the Board of Selectmen to petition the General Court of the Commonwealth of Massachusetts to adopt a special act exempting all Town of Wayland Police Personnel from the provisions of Civil Service Law substantially the same as the following act:

AN ACT EXEMPTING ALL POLICE PERSONNEL IN THE TOWN OF WAYLAND POLICE

These articles were submitted for consideration for inclusion in the Warrant for the Annual Town Meeting to begin on Thursday, April 7, 2016. Please note these articles are not in their final order, and are subject to nonsubstantive revisions between now and the time the Warrant is finalized.

DEPARTMENT FROM THE PROVISIONS OF THE CIVIL SERVICE LAW

Section 1: All police personnel in the Town of Wayland Police Department shall be exempt from the provisions of Chapter 31 of the General Laws and related regulations applicable thereto.

Section 2: The provisions of Section 1 of this act shall not impair the civil service status of the present employees of the Town of Wayland Police Department except for the purpose of promotion.

Section 3: This act shall take effect upon its passage.

ARTICLE R: PETITION THE STATE LEGISLATURE TO ADOPT SPECIAL ACT FOR OTHER EMPLOYMENT BENEFITS TRUST FUNDS AND REPEAL EXISTING OPEB TRUST FUND SPECIAL ACT

Sponsored by: Board of Selectmen

To determine whether the Town will vote to authorize the Board of Selectmen to petition the General Court of the Commonwealth of Massachusetts to adopt a special act relative to the Town's Other Employment Benefits Trust Fund and repeal Chapter 372 of the Acts of 2010 substantially the same as the following act:

AN ACT ESTABLISHING A POSTEMPLOYMENT BENEFITS TRUST FUND IN THE TOWN OF WAYLAND

Section 1. Definitions. (a) As used in this section, the following words shall have the following meanings unless the context clearly requires otherwise:

"Commission", the public employee retirement administration commission established under section 49 of chapter 7.

"GASB", the Governmental Accounting Standards Board.

"Health Care Security Trust board of trustees", the board of trustees established by section 4 of chapter 290 of the Massachusetts General Laws.

"Other Post-Employment Benefits Liability Trust Fund" or "OPEB Fund"; a trust fund established by the Town under this section for the deposit of gifts, grants and appropriations and other funds for the benefit of retired employees and their dependents, the payment of required contributions of the Town to the group health insurance benefits and other post-employment benefits provided to employees and their dependents after retirement and the reduction and elimination of the unfunded liability of the town for such benefits.

"OPEB Fund board of trustees"; an independent board of trustees appointed by the Board of Selectmen with investing authority for the OPEB Fund.

"OPEB investing authority" or "investing authority"; the trustee or board of trustees appointed by the

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Board of Selectmen to invest and reinvest the OPEB Fund using the investment standard or investment vehicle established under this section.

“PERAC”, the public employee retirement administration commission established under section 49 of chapter 7 of the Massachusetts General Laws.

Section 2. Establishment and Management of OPEB Fund. The Town of Wayland shall establish and continue on its books and accounts the Other Post-Employment Benefits Liability Trust Fund, the assets of which shall be held solely to meet the current and future liabilities of the Town for group health insurance benefits and other post-employment benefits for retirees and their dependents. The town may appropriate amounts to be credited to the fund and the Town Treasurer, with the approval of the Board of Selectmen, may accept gifts, grants and other contributions to the fund. The fund shall be an expendable trust subject to appropriation and shall be managed by a trustee or a board of trustees as provided in subsection (b). Any interest or other income generated by the fund shall be added to and become part of the fund. Amounts that the Town receives as a sponsor of a qualified retiree prescription drug plan under 42 U.S.C. section 1395w-132 may be dedicated to and become part of the fund by vote of the town at a town meeting. All monies held in the fund shall be accounted for separately from other funds of the town and shall not be subject to the claims of any general creditor of the town.

(a) The Town Treasurer shall be the custodian of the OPEB Fund and shall be bonded in any additional amounts necessary to protect fund assets.

(b) The Board of Selectmen, upon recommendation of the Town Administrator, shall appoint a trustee or board of trustees, which shall have general supervision of the management, investment and reinvestment of the OPEB Fund. The Board of Selectmen may appoint as the trustee or board of trustees (i) the custodian; or (ii) an OPEB Fund board of trustees appointed by the Board of Selectmen under subsection (c). If no designation is made, the Town Treasurer shall be the trustee and shall manage and invest the fund. The duties and obligations of the trustee or board of trustees with respect to the fund shall be set forth in a declaration of trust to be adopted by the Board of Selectmen, but shall not be inconsistent with this section. The declaration of trust and any amendments thereto shall be filed with the Board of Selectmen and the Town Clerk and take effect upon filing. The trustee or board of trustees may employ reputable and knowledgeable investment consultants to assist in determining appropriate investments and pay for those services from the fund, if authorized by the Board of Selectmen upon recommendation of the Town Administrator. The trustee or trustees may, with the approval of the Health Care Security Trust board of trustees, invest the OPEB Fund in the State Retiree Benefits Trust Fund established in section 24 of chapter 32A of the Massachusetts General Laws.

(c) The Board of Selectmen, upon recommendation of the Town Administrator, may vote to establish a separate OPEB Fund board of trustees to be the investing authority. The board of trustees shall consist of 5 to 9 individuals, including a person or persons with the investment experience desired by the Town, a citizen or citizens of the town, an employee of the town, a retiree or retirees of the town, and a town officer or officers. The trustees will serve for terms of 3 or 5 years as determined by the Board of Selectmen, and if a vacancy occurs, a trustee may be appointed to serve for the remainder of the term. Trustees shall be eligible for reappointment.

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(d) The trustee or board of trustees shall act in a fiduciary capacity and shall discharge its duties for the primary purpose of enhancing the value of the OPEB Fund and shall act with the care, skill, prudence and diligence under the circumstances then prevailing that a prudent person acting in a like capacity and familiar with such matters would use in the conduct of an enterprise with like character and with like aims and by diversifying the investments in the fund so as to minimize the risk of large losses unless under the circumstances it is clearly prudent not to do so.

In any civil action brought against a trustee or the board of trustees, acting within the scope of official duties, the defense or settlement of which is made by Town Counsel, such trustee or employee shall be indemnified from the OPEB Fund for all expenses incurred in the defense thereof and for damages to the same extent as provided for public employees in chapter 258 of the Massachusetts General Laws. No trustee or employee shall be indemnified for expenses in an action or damages awarded in such action in which there is shown to be a breach of fiduciary duty, an act of willful dishonesty or an intentional violation of law by such trustee or employee.

(e) Monies in the OPEB Fund not required for expenditures or anticipated expenditures within the investment period, shall be invested and reinvested by the custodian as directed by the investing authority from time to time; provided such investment is made in accordance with (i) section 54 of chapter 44 of the Massachusetts General Laws, in the case of the Town Treasurer or OPEB Fund board of trustees as investing authority, unless the Board of Selectmen, upon recommendation by the Town Administrator, authorizes investment under the prudent investor rule established in chapter 203C of the Massachusetts General Laws; or (ii) section 4 of chapter 29D and section 24 of chapter 32A of the Massachusetts General Laws, if the OPEB Fund is invested in the State Retiree Benefits Trust Fund.

(f) Amounts in the OPEB Fund may be appropriated by a majority vote of town meeting to pay the Town's share of health insurance benefits and other post-employment benefits for retirees and their dependents upon certification by the trustee or board of trustees that such amounts are available in the fund. The Town Treasurer after consulting with the Town Administrator shall determine the amount to be appropriated from the fund to the annual budget for retiree health insurance and notify the trustee or board of trustees of that amount at the earliest possible opportunity in the annual budget process. Upon notification, the trustee or board of trustees shall take diligent steps to certify those funds as available for appropriation by the town, or will be available by the time the appropriation would become effective or provide an explanation why the funds are or will not be available or should not be made available.

Section 3. Actuarial Reports. Whenever the Town obtains an actuarial valuation report in accordance with GASB statements of the liabilities of the unit for health care and other post-employment benefits for its retired employees and their dependents, it shall submit a copy to PERAC no later than 90 days after receipt of such report. PERAC may require that the Town provide additional information related to such liabilities, normal cost and benefit payments, as specified by the executive office for administration and finance in consultation with PERAC. The Town shall file the report and the additional information with PERAC and the division of local services. PERAC shall file a summary report of the information received under this section with the chairs of the house and senate committees on ways and means, the secretary of administration and finance and the board of trustees

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of the Health Care Security Trust established under section 4 of chapter 29D of the Massachusetts General Laws.

Section 4. Repeal of Existing OPEB Special Act. Chapter 372 of the Acts of 2010 is hereby repealed

Section 5. Effective Date. This act shall take effect upon its passage.

ARTICLE S: ADOPT MASSACHUSETTS GENERAL LAWS CHAPTER 44, SECTION 53 E ½ REVOLVING ACCOUNTS

Sponsored by: Board of Selectmen

To determine whether the Town will vote to authorize the establishment or continuance of the following Revolving Accounts for the Fiscal Year beginning July 1, 2016, in accordance with Massachusetts General Laws Chapter 44, Section 53 E ½.

	REVOLVING FUND	AUTHORITY TO SPEND FUND	REVENUE SOURCE	USE OF FUND	FY17 SPENDING LIMIT
1	Transfer Station	DPW Director and Board of Public Works	Transfer Station fees, recycling fees	Transfer Station programs and activities	\$550,000
2	Recreation	Recreation Director and Commission	Recreation program user fees	Recreation programs	\$585,000
3	Council on Aging	Council on Aging Director and Council	Council on Aging program user fees	Education, cultural and entertainment programs	\$50,000
4	School Department – Professional Development	School Business Manager and School Committee	Teachers’ user fees for training programs	Training program costs; instructional fees and materials	\$50,000
5	School Department – Curriculum	School Business Manager and School Committee	Departmental receipts from parents for materials	Instructional materials	\$25,000

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ARTICLE T: AMEND CHAPTER 36, SECTION 18 OF TOWN CODE, ATTENDANCE AND PARTICIPATION OF NONRESIDENT TOWN OFFICIALS

Sponsored by: Board of Selectmen

To determine whether the Town will vote to amend Chapter 36, Section 18 of the Town Code, Attendance and Participation of Nonresident Town Officials, by adding thereto the words "Town Counsel" as follows:

Notwithstanding their place of residence or voter registration status, the Town Administrator, Assistant Town Administrator, Town Counsel, Police Chief, Fire Chief, Finance Director, Director of Public Works, Public Buildings Director and Superintendent of Schools shall have the same right as registered voters of the Town to attend and sit on the floor of Town meetings and answer questions. Said Town officials shall not be considered in determining the presence of a quorum at Town meetings nor shall any of them be permitted to vote unless s/he is a registered voter of the Town.

ARTICLE U: CONFIRMATORY TAKING OF NEWBURY CONSERVATION LAND

Sponsored by: Board of Selectmen and Conservation Commission

To determine whether the Town will vote to:

- a.) authorize the Board of Selectmen, with approval of Town Counsel as to form, to acquire by eminent domain, for conservation purposes, to confirm and make clear the Town's title to the fee in the parcel of land situated on Pelham Island Road in said Wayland containing approximately 70,953 square feet and shown as Lot 6B on a plan entitled "Plan of land in Wayland-Mass.", dated September 4, 1973, by Everett M. Brooks Co., Civil Engineers (the "Plan"), recorded with the Middlesex South Registry of Deeds as Plan No. 125 of 1976;
- b.) appropriate \$1.00 to be expended by the Board of Selectmen for the acquisition of said parcel of land; and
- 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.

ARTICLE V: AMEND CHAPTER 145 – INSPECTION, TESTING, MAINTENANCE OF PRIVATE FIRE HYDRANTS

Sponsored by: Board of Selectmen

To see if the town will amend Town Code Chapter 145, Inspection, Testing, & Maintenance of Private Fire Hydrants and Underground and Exposed Piping

Chapter 145 – Inspection, Testing & Maintenance of Private Fire Hydrants and Underground and Exposed Piping

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Section 1- Purpose.

The purpose of this article 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.

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

B. NFPA 25, the Standard for the Inspection, Testing, and Maintenance of Water-Based Fire Protection Systems (2014 edition).

C. Commonwealth of Massachusetts Regulation – 310CMR22

Section 3 -Definitions.

As used in this article, the following terms shall have the meanings indicated:

FIRE HYDRANT

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

PRIVATE FIRE HYDRANTS

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 4 - Responsibility.

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

Section 5 - Inspection, testing, and maintenance procedures.

- A. Fire hydrants shall be inspected, maintained, and tested in accordance with NPFA 25 (2014 edition).
- B. The Wayland Fire Department reserves the right to inspect private fire hydrants for compliance with this bylaw.
- C. Underground and exposed piping shall be inspected, maintained, and tested in accordance with NFPA 25 (2014 edition) and 510CMR22.
- D. 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.
- E. The first round of inspection and maintenance procedures, which shall include flow tests of the hydrants (as specified by the Fire Department) and piping, shall be completed within the time period April 15, 2016 - June 15, November 1, 2016. All testing will be done in cooperation with, and conducted following procedures outlined by the Department of Public Works Water Division. The records of the inspection, maintenance, and testing shall be filed with the Fire Chief at the Wayland Fire Department by July 15, December 1, 2016.

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- F. All subsequent yearly procedures shall take place in the time period between April 15 and ~~June 15~~ November 1 of each year and will be done in cooperation with the Department of Public Works – Water Division. Reports of the procedures shall be filed with the Fire Chief at the Wayland Fire Department by ~~July 15~~ December 1, each year.

Section 6 -Violations.

- A. 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 such fines must be paid within 30 days of notification.
- (1) \$50: first offense, for each violation. This applies to each private fire hydrant. For instance, a subdivision with three hydrants in noncompliance with this bylaw would be assessed a fine of \$150.
 - (2) \$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 thirty-day period.
 - (3) \$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 MGL c. 40, § 58, in the Middlesex County Registry of Deeds, South District, until the fine is paid.
- B. 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 MGL c. 40, § 21D. The Fire Chief or his designee shall be the enforcing person.

ARTICLE W: PRESERVATION OF HISTORICALLY SIGNIFICANT BUILDINGS THROUGH DEMOLITION DELAY

Sponsored by: Historical Commission

To determine whether the Town will vote to amend the General Bylaws of the Town of Wayland to include:

PRESERVATION OF HISTORICALLY SIGNIFICANT BUILDINGS THROUGH DEMOLITION DELAY

SECTION 1 INTENT AND PURPOSE

This by-law is enacted for the purpose of preserving and protecting significant buildings within the Town which constitute or reflect distinctive features of the architectural, cultural, economic, political or social history of the town and to limit the detrimental effect of demolition on the character of the town. Through this bylaw, residents of the town are alerted to impending demolitions of significant buildings and owners of preferably preserved buildings are encouraged to seek out alternative options that will preserve, rehabilitate or restore such buildings. By preserving and protecting significant buildings, streetscapes and neighborhoods, this bylaw promotes the public welfare by making the town a more attractive and desirable place in which to live and work. To achieve these purposes the Historical Commission is authorized to advise the Building Commissioner with respect to demolition permit applications. The issuance of demolition permits is regulated as provided by this bylaw. This bylaw applies only to the exteriors of buildings and structures.

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SECTION 2 DEFINITIONS

APPLICANT-Any person or entity who files an application for a demolition permit. If the applicant is not the owner of the premises upon which the building is situated, the owner must indicate on or with the application his/her assent to the filing of the application.

APPLICATION-An application for the demolition of a building.

BUILDING-Any combination of materials forming a shelter for persons, animals, or property.

BUILDING COMMISSIONER - The person occupying the office of Building Commissioner or otherwise authorized to issue demolition permits.

COMMISSION – The Wayland Historical Commission or its designee.

DEMOLITION-Any act of pulling down, destroying, removing, dismantling or razing a building or commencing the work of total or substantial destruction with the intent of completing the same.

DEMOLITION PERMIT - The building permit issued by the Building Commissioner for a demolition of a building, excluding a building permit issued solely for the demolition of the interior of a building.

PREFERABLY PRESERVED - Any significant building which the Commission determines, following a public hearing, that it is in the public interest to be preserved rather than demolished. A preferably preserved building is subject to the twelve month demolition delay period of this bylaw.

SIGNIFICANT BUILDING – Any building within the town which is in whole or in part one hundred or more years old and which has been determined by the Commission or its designee to be significant based on any of the following criteria:

- The Building is importantly associated with one or more historic persons or events, or with the broad architectural, cultural, political, economic or social history of the Town or the Commonwealth; or
- The Building is historically or architecturally important (in terms of period, style, method of building construction or association with a recognized architect or builder) either by itself or in the context of a group of buildings.

SECTION 3 PROCEDURE

No demolition permit for a building which is in whole or in part one hundred or more years old shall be issued without following the provisions of this bylaw. If a building is of unknown age, it shall be assumed that the building is over 100 years old for the purposes of this bylaw.

An applicant proposing to demolish a building subject to this bylaw shall file with the Building Commissioner an application containing the following information:

- The address of the building to be demolished.
- The owner's name, address, e-mail address and telephone number.
- A description of the building.
- The reason for requesting a demolition permit.
- A brief description of the proposed reuse, reconstruction or replacement.
- A photograph or photograph(s) of the building.

The Building Commissioner shall within seven days forward a copy of the application to the Commission. The Commission shall within twenty-one days after receipt of the application, make a written determination of whether the building is significant.

Upon determination by the Commission that the building is not significant, the Commission shall so notify the Building Commissioner and applicant in writing. The Building Commissioner may then issue the demolition permit.

Upon determination by the Commission that the building is significant, the Commission shall so notify the Building Commissioner and the applicant in writing. No demolition permit may be issued at this time. If the Commission does not notify the Building Commissioner within twenty-one days of receipt

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of the application, the Building Commissioner may proceed to issue the demolition permit. If the Commission finds that the building is significant, it shall hold a public hearing within thirty days of the written notification to the Building Commissioner. Public notice of the time, place and purpose of the hearing shall be posted in a conspicuous place in town hall for a period of not less than seven days prior to the date of said hearing and the applicant and the building inspector and abutters within 200 feet shall be notified in writing of the meeting time and place.

The Commission shall decide at the public hearing or within fourteen days after the public hearing whether the building should be preferably preserved or if agreed to in writing by the applicant, the determination of the Commission may be postponed.

If the Commission determines that the building is not preferably preserved, the Commission shall so notify the Building Commissioner and applicant in writing. The Building Commissioner may then issue the demolition permit.

If the Commission determines that the building is preferably preserved, the Commission shall notify the Building Commissioner and applicant in writing. No more than seventy-five days shall transpire from submittal of application to determination of preferably preserved. No demolition permit may then be issued for a period of twelve months from the date of the determination unless otherwise agreed to by the Commission. If the Commission does not so notify the Building Commissioner in writing within fourteen days of the public hearing, the Building Commissioner may issue the demolition permit.

Upon a determination by the Commission that a building is preferably preserved, no building permit for new construction or alterations to the subject building shall be issued for a period of twelve months from the date of the determination unless otherwise agreed to by the Commission.

No permit for demolition of a building determined to be a preferably preserved building shall be granted until all plans for future use and development of the site have been filed with the Building Commissioner and have been found to comply with all laws pertaining to the issuance of a building permit or if for a parking lot, a certificate of occupancy for that site. All approvals necessary for the issuance of such building permit or certificate of occupancy including without limitation any necessary zoning variances or special permits, must be granted and all appeals from the granting of such approvals must be concluded, prior to the issuance of a demolition permit under this section. The Building Commissioner may issue a demolition permit or a building permit for a preferably preserved building within the twelve months if the Commission notifies the Building Commissioner in writing that the Commission finds that the intent and purpose of this bylaw is served even with the issuance of the demolition permit or the building permit.

Following the twelve month delay period, the Building Commissioner may issue the demolition permit.

SECTION 4 ADMINISTRATION

The Commission may adopt such rules and regulations as are necessary to administer the terms of this bylaw. The Commission may delegate authority to make initial determinations of significance to one or more members of the Commission or to a municipal employee.

SECTION 5 EMERGENCY DEMOLITION

If after an inspection, the Building Commissioner finds that a building subject to this bylaw is found to pose an immediate threat to public health or safety due to its deteriorated condition and that there is no reasonable alternative to the immediate demolition of the building, then the Building Commissioner may issue an emergency demolition permit to the owner of the building. The Building Commissioner

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shall then prepare a report documenting the condition of the building and the basis for his decision which shall be forwarded to the Commission within fourteen days.

SECTION 6 ENFORCEMENT AND REMEDIES

The Building Commissioner is specifically authorized to institute any and all actions and proceedings, in law or equity, as it may deem necessary and appropriate to obtain compliance with the requirements of this by-law or to prevent an imminent violation thereof.

Any owner of a building subject to this bylaw that demolished the building without first obtaining a demolition permit in accordance with the provisions of this bylaw shall be subject to a fine of not more than Three Hundred Dollars. Each day the violation exists shall constitute a separate offense until a faithful restoration of the demolished building is completed or unless otherwise agreed to by the Commission.

If a building subject to this bylaw is demolished without first obtaining a demolition permit, no building permit shall be issued for a period of five years from the date of the demolition on the subject parcel of land or any adjoining parcels of land under common ownership and control unless the building permit is for the faithful restoration referred to above or unless otherwise agreed to by the Commission.

SECTION 7 SEVERABILITY

In case any section, paragraph or part of this by-law be for any reason declared invalid or unconstitutional by any court, every other section, paragraph, and part shall continue in full force and effect.

ARTICLE X: TRANSFER 193 AND 195 MAIN STREET TO LIBRARY TRUSTEES, RECREATION COMMISSION

Sponsored by: Board of Library Trustees, Recreation Commission

To determine whether the Town will vote to authorize the School Committee and/or the Board of Public Works, as the case may be, with approval of Town Counsel as to form, to transfer the care, custody, management and control of 1.) the parcel of land containing 2.0 acres, more or less, at 193 Main Street Wayland, Massachusetts, shown on Assessors Map 47D as Parcel 58C; and 2.) the parcel of land containing 4.7 acres, more or less, with the buildings and structures thereon at 195 Main Street Wayland, Massachusetts shown on Assessors Map 47D as Parcel 5 to the Board of Library Trustees for town library purposes and to the Recreation Commission for recreation purposes and to the School Committee for school purposes.

ARTICLE Y: TRANSFER 202 OLD CONNECTICUT PATH TO LIBRARY TRUSTEES FOR LIBRARY USE

Sponsored by: Board of Library Trustees

To determine whether the Town will vote to authorize the Board of Selectmen, with approval of Town Counsel as to form, to transfer the care, custody, management and control of the parcel of land on and off Cochituate Road and Old Connecticut Path, 202 Old Connecticut Path, Wayland, Massachusetts

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shown as Parcel C on the plan entitled "Plan of Land in Wayland, Massachusetts Showing Proposed Division of the Paine Estate" dated March 22, 1994, prepared by the Wayland Town Surveyor's Office and recorded with the Middlesex South Registry of Deeds as Plan No. 693 of 1995, to the Board of Library Trustees for town library purposes.

ARTICLE Z: FUND PAYMENT IN LIEU OF SEWER BETTERMENT ASSESSMENT FOR SEWER CAPACITY FOR TOWN LIBRARY OR OTHER TOWN BUILDING

Sponsored by: Board of Library Trustees

To determine whether the Town will vote to appropriate a sum of money to be expended by the Board of Library Trustees 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 Library building or other Town building at 5 Concord Road, Wayland, Massachusetts 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.

ARTICLE AA: TRANSFER CUSTODY OF SMALL PORTION OF LAKEVIEW CEMETERY

Sponsored by: Board of Public Works

To determine whether the Town will vote to transfer custody of (*tbd est -18,000*) square feet of parcel 51C-047A from the Recreation Commission to the Board of Public Works for Cemetery purposes.

ARTICLE BB: FUND RECONFIGURATION OF THE FIVE PATHS INTERSECTION (COCHITUATE ROAD AND OLD CONNECTICUT PATH)

Sponsored by: 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 the intersection (including pedestrian crossings) of the 'Five Paths' Intersection (Cochituate Road and Old Connecticut Path); and determine whether such appropriation shall be provided by taxation, by transfer from unappropriated funds for another purpose, by borrowing under Massachusetts General Laws Chapter 44 or other enabling authority, or otherwise.

ARTICLE CC: FUND PERMANENT RECONFIGURATION OF THE INTERSECTION OF EAST PLAIN STREET. SCHOOL STREET. AND ROUTE 30 (COMMONWEALTH ROAD)

Sponsored by: Board of Public Works

To determine whether the Town will vote to appropriate a sum of money to be expended by the Board

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of Public Works for the costs of design and construction of traffic control measures and improvements to the intersection of East Plain Street, School Street, and Route 30 (Commonwealth Road), making permanent the temporary changes in configuration currently in effect; and determine whether such appropriation shall be provided by taxation, by transfer from unappropriated funds for another purpose, by borrowing under Massachusetts General Laws Chapter 44 or other enabling authority, or otherwise.

ARTICLE DD: ACCEPT MODIFIED ROUTE 30 AND 27 INTERSECTION AS A TOWN WAY

Sponsored by: Board of Public Works

To determine whether the Town will vote to accept as a town way the modified intersection of Main Street (Route 27) and Commonwealth Road (Route 30) as laid out by the Board of Public Works by adding to and incorporating into the respective layouts of said town ways the parcels of Town-owned land on said Main Street and Commonwealth Road shown as Parcel No.'s 1-T-1, 1-T-2, 1-T-3 and 1-T-4 on a plan entitled "Layout, Alteration and Easement Plan of Land in Wayland, Massachusetts", (2 sheets) dated October 27, 2015, prepared by Hancock Associates, Civil Engineers, Land Surveyors and Wetlands Scientists and recorded with the Middlesex County South District Registry of Deeds as Plan No. 879 of 2015.

ARTICLE EE: REGULATING TEMPORARY SIGNS WITHIN TOWN RIGHTS-OF-WAY

Sponsored by: Board of Public Works

To determine whether the town will vote to amend Chapter 97 of the town bylaws to add

§97-4 Temporary Signs in the Town Rights-of-Way

Definition: "Town right-of-way" for the purposes of this bylaw shall mean town owned land or roadway easements alongside roadways maintained by the Department of Public Works or the Commonwealth of Massachusetts. Rights-of-way shall extend to include all sidewalks, utility poles, fire hydrants and other utilities, at minimum 10' back from roadway pavement or surface, and at minimum 2' back from sidewalks.

No temporary sign or advertising device shall be erected within any town right-of-way without first obtaining the written consent of the Selectmen.

Temporary signs or advertising devices so erected may be removed and disposed of without notice.

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ARTICLE FF: ESTABLISH 53D RECREATION REVOLVING FUND FOR THE WAYLAND TOWN BEACH

Sponsored by: Recreation Commission

To determine whether the Town will vote to accept the provisions of Massachusetts General Laws Chapter 44, Section 53D to establish, authorize the use of and fund a revolving fund for the Recreation Department to be expended by the Recreation Commission and Recreation Director for the Wayland Town Beach for which the costs, which are seasonal salaries, supplies, materials, services, and utilities, shall be funded by user fees from beach memberships, rentals, and other associated beach facility service fees.

ARTICLE GG: ESTABLISH AND FUND A RECREATION STABILIZATION FUND

Sponsored by: Recreation Commission

To determine whether the Town will vote to

- a.) establish and authorize the use of a Recreation Stabilization Fund for the Recreation Department to be expended by the Recreation Commission and Recreation Director and;
- b.) appropriate a sum of money to be deposited into said Recreation Stabilization fund; and
- c.) provide for said appropriation by taxation, transfer from unappropriated funds, transfer from funds appropriated for another purpose or otherwise.

ARTICLE HH: FUNDING TO DESIGN A MULTI-PURPOSE, RECTANGULAR, ARTIFICIAL TURF FIELD 193 AND 195 MAIN STREET, ALSO KNOWN AS THE FORMER DPW SITE

Sponsored by: Recreation Commission

To determine whether the Town will vote to allow the Recreation Commission to use up to \$200,000 from the Recreation Stabilization Fund, funded by field user fees, to design and investigate the construction of a potential Multi-Purpose, Rectangular, Artificial Turf Field at 193 & 195 Main Street (Old DPW Site) at the Wayland Middle School.

ARTICLE II: HOME OCCUPATION

Sponsored by: Planning Board

To determine whether the Town will vote to amend Chapter 198 of the code of the Town of Wayland, the Town's Zoning Bylaw, by making the following revisions:

- (1) Strike the definition of "HOME OCCUPATION, CUSTOMARY (CUSTOMARY HOME OCCUPATION)" and replace it with the following:

See, Section 901.1.1 and 901.1.2

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(2) Strike Section 901.1.2.4 and replace it with the following new paragraph:
The Customary Home Occupation shall not generate more than 150% of the total number of vehicle trips that the principal residential use of the lot generates on a daily basis.

(3) Add the following new Subsection:
901.1.2.8 - No change, extension or alteration of any portion of a building that is used for Customary Home Occupation shall be allowed except by a special permit under Section 198-203 granted by the Zoning Board of Appeals as special permit granting authority, after making the findings set forth in said Section 198-203.

ARTICLE JJ: ASSISTED/INDEPENDENT LIVING AND NURSING HOME

Sponsored by: Planning Board

To determine whether the Town will vote to amend Chapter 198 of the code of the Town of Wayland, the Town's Zoning Bylaw, by making the following revisions:

Amend the Table of Permitted Principal Uses by District by changing the designation for Line 24, "Assisted/Independent Living" from "SP" to "No" in Single Residence districts, and by changing the designation for Line 32, "Nursing Home" from "SP" to "No" in Single Residence districts.

ARTICLE KK: LANDSCAPING IN PARKING AREAS ZONING BYLAW

Sponsored by: Planning Board

To determine whether the Town will vote to amend Chapter 198 of the code of the Town of Wayland, the Town's Zoning Bylaw, by making the following revisions:

Replace section 506.8.1 to read as follows:

506.8. Landscaping in parking areas.

506.8.1. A continuous landscape strip of a minimum width of 10 feet shall be provided along the perimeter of a parking lot which is accessory to a non-residential use within or on a lot that is adjacent to a residential district. This strip shall be adequately landscaped and maintained with natural and living materials so as to form an effective year round screen from adjacent residential properties in said residential districts. The Special Permit Granting Authority or the Site Plan Approval Authority may also require a tight fence.

Existing language below

506.8. Landscaping in parking areas.

506.8.1. Parking lots immediately adjacent to a residence district shall be adequately screened year-round from view from said residence district by trees, hedges or a tight fence.

<p>These articles were submitted for consideration for inclusion in the Warrant for the Annual Town Meeting to begin on Thursday, April 7, 2016. Please note these articles are not in their final order, and are subject to nonsubstantive revisions between now and the time the Warrant is finalized.</p>
--

ARTICLE LL: BUILDING HEIGHT

Sponsored by: Planning Board

To determine whether the Town will vote to amend Chapter 198 of the code of the Town of Wayland, the Town’s Zoning Bylaw, by making the following revisions:

Under Section 104, strike the definition of “Building Height” and replace it with the following:
The vertical distance measured from the average natural grade to the highest point of the roof. Natural grade shall mean the elevation of the land in its natural state prior to disturbance for construction, filling or excavation, and shall be measured at each exterior corner of the building. In the event of a dispute or question concerning the accuracy of the average natural grade, an applicant shall produce a certification of the elevation from registered land surveyor.

ARTICLE MM: SIDEWALK CONSTRUCTION IN ROADSIDE, BUSINESS DISTRICTS A AND B, LIGHT MANUFACTURING AND LIMITED COMMERCIAL OF THE ZONING BYLAW

Sponsored by: Planning Board

To determine whether the Town will vote to amend Chapter 198 of the code of the Town of Wayland, the Town’s Zoning Bylaw, by making the following revisions:

To replace the following sections of the Zoning Bylaw with the following new paragraph:

In the event of the construction, reconstruction or substantial alteration of any premises that are used or intended to be used, in whole or in part, for any industry, trade, manufacturing or commercial purposes which are the subject of a Special Permit or Site Plan Approval application, a pedestrian sidewalk shall be constructed as a part of such construction, reconstruction or substantial alteration, such sidewalk to be a minimum of five feet in width along and within the entire public right of way of the lot. The sidewalk shall be constructed of concrete and have at least six inches in height of raised granite curbing. Preference shall be to maintain a 4’ wide buffer between sidewalk and granite curbing. The Special Permit Granting Authority, Site Plan Approval Authority and the Board of Public Works shall determine the sidewalk’s final location including materials. The sidewalk location shall be such as to join in a reasonable manner to existing or potential sidewalks on or adjacent to abutting land. Pedestrian walkways shall also be required and integrated to the maximum extent possible, into the interior and/or perimeter landscaping of the parking lots. [Amended 5-5-1999 STM by Art. 11]

1002.1.7. In the event of the construction, reconstruction or substantial alteration of any premises that are used or intended to be used, in whole or in part, for any industry, trade, manufacturing or commercial purposes, a paved pedestrian sidewalk shall be constructed as a part of such construction, reconstruction or substantial alteration, such sidewalk to be no less than five feet in width and set back no less than four feet from the street lot line and to be constructed the full width of the lot, except where driveways exist, and separated from the remainder of the lot with a four-foot strip to be maintained as a landscaped area. The sidewalk location shall be such as to join in a reasonable manner existing or potential sidewalks on abutting land. [Amended 5-5-1999 STM by Art. 11]

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§ 198-1106. Curbs and sidewalks

[Amended 4-28-1975 ATM by Art. 26; 4-28-1986 ATM by Art. 27]

1106.1. In both Business Districts A and B, in the event of the construction, reconstruction or substantial alteration of any premises that are used, or intended to be used, in whole or in part, for any industry, trade, manufacturing or commercial purpose, there shall be constructed as part of such construction, reconstruction or substantial alteration a raised granite curb at least six inches in height along the edge of the street, except at approved driveway openings, and a paved pedestrian sidewalk no less than five feet in width set back no less than four feet from the street lot line and covering the entire width of the lot, except where driveways exist, the sidewalk to be separated from the remainder of the lot with a strip four feet wide in which shall be maintained in good condition suitable evergreen shrubs or other landscaping approved by the ZBA. The strip between the sidewalk and the street shall be maintained in good condition as a grass area. The sidewalk location shall be such as to join in a reasonable manner existing or potential sidewalks on abutting land.

1302.1. In the event of the construction, reconstruction or substantial alteration of any premises that are used or intended to be used, in whole or part, for any industry, trade, manufacturing or commercial purposes, a paved pedestrian sidewalk shall be constructed as a part of such construction, reconstruction or substantial alteration, such sidewalk to be no less than five feet in width and set back no less than four feet from the street property line and to be constructed the full width of the lot, except where driveways exist, and separated from the remainder of the lot with a four-foot strip to be maintained as a landscaped area. The sidewalk location shall be such as to join in a reasonable manner existing or potential sidewalks on abutting land. [Amended 5-5-1999 STM by Art. 11]

1406.8. In the event of the construction, reconstruction or substantial alteration on any site that is used or intended to be used, in whole or in part, for the purpose allowed under this article, paved pedestrian sidewalks shall be constructed as a part of such construction, reconstruction or substantial alteration. Such sidewalks shall be no less than five feet in width, shall be set back no less than four feet from street lot lines and shall be separated from the remainder of the site by a four-foot landscaped strip. Sidewalks shall reasonably join existing sidewalks or shall be capable of reasonably joining potential sidewalks, internally and on abutting land. [Amended 5-5-1999 STM by Art. 11]

ARTICLE NN: — CONSERVATION CLUSTER DEVELOPMENTS

Sponsored by: — Planning Board

To determine whether the Town will vote to amend Chapter 198 of the code of the Town of Wayland, the Town's Zoning Bylaw, by making the following revisions:

ARTICLE OO: SET ASIDE COMMUNITY PRESERVATION FUNDS FOR LATER SPENDING

Sponsored by: Community Preservation Committee

To determine whether the Town will vote to set aside from the Community Preservation Fund's

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uncommitted funds for later spending:

- a.) \$95,694 for open space, but not including land for recreational use, \$95,694 for historic resources, and \$95,694 for community housing pursuant to Massachusetts General Laws Chapter 44B, Section 6 for FY 2016; and
- b.) \$10,000 for administrative expenses.

ARTICLE PP: TRANSFER COMMUNITY HOUSING FUNDS TO WAYLAND MUNICIPAL AFFORDABLE HOUSING TRUST FUND

Sponsored by: Community Preservation Committee

To determine whether the Town will vote to transfer funds in the amount of \$95,694 from the Community Housing Fund of the Community Preservation Fund to the Wayland Municipal Affordable Housing Trust Fund.

ARTICLE QQ: APPROPRIATE FUNDS TO RESTORE MONUMENTS AT NORTH CEMETERY

Sponsored by: Community Preservation Committee

To determine whether the Town will vote to:

- a) appropriate a sum of money not to exceed \$72,000 to be expended by the Wayland Historical Commission to preserve monuments in the Stoney section of the North Cemetery on Old Sudbury Road; and
- b) Determine whether said appropriation shall be provided by taxation, transfer from unappropriated funds, transfer from available funds appropriate for other purposes, by borrowing, or otherwise, provided not more than \$72,000 of the funds so appropriated shall be transferred from the Community Preservation Fund's Historic Preservation Fund.

ARTICLE RR: APPROPRIATE FUNDS TO RESTORE COCHITUATE TOWN CLOCK

Sponsored by: Community Preservation Committee

To determine whether the Town will vote to:

- a) appropriate a sum of money up to \$29,000 to be expended by the Wayland Historical Commission to preserve/restore the town owned clock located in the Community United Methodist Church tower in Cochituate; and
- b) Determine whether said appropriation shall be provided by taxation, transfer from unappropriated funds, transfer from available funds appropriate for other purposes, by borrowing, or otherwise, provided not more than \$29,000 of the funds so appropriate shall be transferred from the Community Preservation Fund's Historic Preservation Fund.

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ARTICLE SS: ~~APPROPRIATE FUNDS TO PURCHASE CONSERVATION RESTRICTION ON MAINSTONE FARM – CPA ONLY~~

Sponsored by: ~~Community Preservation Committee~~

To determine whether the Town will vote to:

- a) ~~authorize the Board of Selectmen, with the approval of Town Counsel as to form, to acquire by purchase, gift, eminent domain or otherwise a conservation restriction in accordance with Massachusetts General Laws Chapter 184, Sections 31-33, to be held by the Town of Wayland Conservation Commission and by the Sudbury Valley Trustees, Inc., on a parcel of land located on Old Connecticut Path and Rice Road, Wayland, Massachusetts containing 208.7 acres, more or less, being a portion of the land on Old Connecticut Path and Rice Road in Wayland, Massachusetts described in the deed dated April 18, 1991 and recorded with the Middlesex South Registry of Deeds in Book 21128, Page 94, which parcel of land to be covered by said conservation restriction is shown on Wayland Assessors Map as Parcel 35-031A and on an unrecorded plan entitled "Subdivision Plan of Land in Wayland Middlesex County Massachusetts" dated December 22, 2015, prepared for Mainstone Land Trust by Samiotes Consultants Inc., a copy of which plan is attached to the Warrant for the Annual Town Meeting 2016 in Appendix ___;~~
- b) ~~appropriate a sum of money to be expended by the Board of Selectmen for the acquisition of said conservation restriction to be held by the Town of Wayland Conservation Commission and by Sudbury Valley Trustees Inc.; and,~~
- e) ~~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, provided:
 - i) ~~not more than \$x of the funds so appropriated shall be transferred from the Community Preservation Fund of which \$x shall be from the Open Space Fund and \$x from the uncommitted funds in the Community Preservation Fund; and~~
 - ii) ~~not more than \$x of the funds to be borrowed from Community Preservation Fund future receipts.~~~~

ARTICLE TT: ~~APPROPRIATE FUNDS TO PURCHASE CONSERVATION RESTRICTION ON MAINSTONE FARM – CPA AND GENERAL BORROWING~~

Sponsored by: ~~Community Preservation Committee~~

To determine whether the Town will vote to:

- a.) authorize the Board of Selectmen, with the approval of Town Counsel as to form, to acquire by purchase, gift, eminent domain or otherwise a conservation restriction in accordance with

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Massachusetts General Laws Chapter 184, Sections 31-33, to be held by the Town of Wayland Conservation Commission and by the Sudbury Valley Trustees, Inc., on a parcel of land located on Old Connecticut Path and Rice Road, Wayland, Massachusetts containing 208.7 acres, more or less, being a portion of the land on Old Connecticut Path and Rice Road in Wayland, Massachusetts described in the deed dated April 18, 1991 and recorded with the Middlesex South Registry of Deeds in Book 21128, Page 94, which parcel of land to be covered by said conservation restriction is shown on Wayland Assessors Map as Parcel 35-031A and on an unrecorded plan entitled "Subdivision Plan of Land in Wayland Middlesex County Massachusetts" dated December 22, 2015, prepared for Mainstone Land Trust by Samiotes Consultants Inc., a copy of which plan is attached to the Warrant for the Annual Town Meeting 2016 in Appendix__;

- b.) appropriate a sum of money to be expended by the Board of Selectmen for the acquisition of said conservation restriction to be held by the Town of Wayland Conservation Commission and by Sudbury Valley Trustees, Inc.; and,
- 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, provided:
 - i) not more than \$x of the funds so appropriated shall be transferred from the Community Preservation Fund of which \$x shall be from the Open Space Fund and \$x from the uncommitted funds in the Community Preservation Fund, and
 - ii) not more than \$x of the funds to be borrowed from Community Preservation Fund future receipts, and
 - iii) not more than \$x from general borrowing.

ARTICLE UU: AMEND CHAPTER 36 OF THE TOWN BYLAWS RELATIVE TO TIME FOR DEBATE AT TOWN MEETINGS

Sponsored by: Petitioners

To determine whether the Town will vote to amend Chapter 36 of the Code of the Town of Wayland entitled "Meetings" by adding thereto the following new section entitled "Time for Debate on Articles":

"§ 36-19. Time for Debate on Articles.

Except for motions under the Omnibus budget article, upon the expiration of thirty (30) minutes after the main motion under any article shall have been seconded, the Moderator shall terminate debate thereon, unless the town meeting shall have voted to extend the time available for further debate. The time needed to count the vote(s) upon the motion(s) under the article under consideration shall not be included in the thirty (30) minute time limit of debates."

These articles were submitted for consideration for inclusion in the Warrant for the Annual Town Meeting to begin on Thursday, April 7, 2016. Please note these articles are not in their final order, and are subject to nonsubstantive revisions between now and the time the Warrant is finalized.

ARTICLE VV: AMEND CHAPTER 36 OF THE TOWN BYLAWS RELATIVE TO REMARKS AT TOWN MEETINGS

Sponsored by: Petitioners

To determine whether the Town will vote to amend Chapter 36 of the Code of the Town of Wayland entitled "Meetings" by adding thereto the following new section entitled "Time for Remarks on an Article":

"§ 36-20. Time for Remarks on an Article

Principal presenter(s) or principal opponent(s) of an article shall complete their remarks on the article in seven (7) minutes or less, and all other persons who wish to address the town meeting shall, when recognized, complete their remarks in two (2) minutes or less."

ARTICLE WW: CLARIFY PETITIONER ACCESS TO TOWN COUNSEL

Sponsored by: Petitioners

To determine whether the town will vote to:

2) Replace chapter 36-38 of the town code with the following:

Town Counsel shall be available for consultation or research at the request of the lead petitioner for an article. There will be no charge for the initial 20 minutes. If the time spent exceeds 20 minutes, the Board of Selectmen may require the lead petitioner to reimburse the Town for Town Counsel's time at his or her standard hourly rate.

ARTICLE XX: AMEND CHAPTER 36 OF CURRENT BYLAWS

Sponsored by: Petitioners

To determine whether the Town will vote to amend § 36-1 of the Code of the Town of Wayland titled "Town meeting and election" by changing the start date of annual Town meeting as follows:

[Key to changes: underlining denotes additions; ~~striketrough~~ denotes deletions]

"§ 36-1. Town meeting and election.

The annual Town meeting shall commence on ~~a day between April 1 and May 15 inclusive~~ or after the fourth Thursday in April as ordered by the Selectmen. The election of Town officers and the determination of all matters placed on the official ballot at such election shall take place within seven days, but no fewer than two days, before the annual Town meeting. In addition to the warrant required by MGL c.39, § 9A, the Selectmen shall cause notice of the time and place(s) of each annual and special Town meeting and each annual and special election (1) to be published in a newspaper of general circulation in Wayland no later than the date fixed by them for the closing of the warrant

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pursuant to § 36-3 below and (2) to be posted on the Town sign boards. Such notice shall be posted on the Town sign boards commencing at least two weeks prior to the election and Town meeting and shall remain posted until the election is held and Town meeting is concluded.”

These articles were submitted for consideration for inclusion in the Warrant for the Annual Town Meeting to begin on Thursday, April 7, 2016. Please note these articles are not in their final order, and are subject to nonsubstantive revisions between now and the time the Warrant is finalized.

(10) MUNICIPAL MODERNIZATION

February 8, 2016

Dear ??????

Re: Act Relative to Modernizing Municipal Finance and Government

The Wayland Board of Selectmen would like to voice its strong support for passage of Governor Baker's Act Relative to Modernizing Municipal Finance and Government. We believe this Act will strengthen Wayland by making us a more effective and efficient community. Many of the statutes municipal governments are forced to operate under today are obsolete and not supportive of our operations.

We have shared the details of the Governor's proposed Act with our Department Heads. They are excited about these changes and hopeful of their implementation. Included in the positive feedback we received from the employees in the trenches are the following:

- Simplifying procurement laws
- Improving the collections and imposition of municipal liens
- Allowing more user-friendly tax forms
- Granting more latitude in abating back taxes and interest
- Permitting municipalities the right of first refusal to purchase tax-exempt property
- Providing a simpler mechanism of withdrawing from the antiquated and ineffective Civil Service system
- Vastly improving the general operation of the Assessing Office
- Establishing a mechanism for creating OPEB Trust Funds

We could elaborate further, but these are just a few meaningful highlights worth noting.

The Governor's Act reflects long sought after improvements for cities and towns. The proposed changes will greatly improve the day-to-day administration of our Town. We respectfully ask you to support and approve the Act Relative to Modernizing Municipal Finance and Government.

Thank you very much for your consideration and attention to this important legislation.

Sincerely,

Wayland BOS (list names)

(13)

**TOWN ADMINISTRATOR'S REPORT
WEEK ENDING FEBRUARY 5, 2015**

IT: UPDATE ON FY 17 BUDGET

The Finance Committee reviewed the FY 17 Town Budget request for Information Technology which includes funding for town / school IT infrastructure and town only IT functions. The Finance Committee requested a \$130,000 budget reduction which will be accomplished primarily through scheduling some IT projects in FY 18. Because the projects are sequential and interdependent, this is a reasonable approach to absorbing new costs. Strategic IT decisions will be made in a cost conscious and measured way with Town Administrator approval throughout the year.

REVOLVING FUNDS

I worked with the COA Director, Recreation Director, and DPW staff to review the revenues, expenses and indirect costs applicable to each revolving fund. Recommendations include include 1) Transferring and depositing gift funds in gift accounts (Note – donations to the town require Selectmen approval to spend), 2) Charging health costs and pension to revolving funds only for positions applicable to the purpose of the fund, 3) Funding the new Recreation “program” position and benefits to the 53 E ½ “program” fund, 4) A cost allocation study for OPEB and indirect costs in FY 18. The Finance Director and I concluded that FY 17 indirect costs applicable under the new Recreation funding model results in a decrease in FY 17 indirect costs charged to Recreation from \$88,000 to \$23,000 and an increase in charges to the COA from \$0 to \$1,300.

The Finance Director and I plan to convene representatives of each department / board that pays indirect costs.

I will work with the Recreation Commission to set up a conference call with DOR attorneys and a representative of the Board of Selectmen and Finance Committee to discuss outstanding legal questions about the changes to the funding model.

WASTEWATER

The Wastewater Management District Commission (WWMDC) is reviewing its allocations of design capacity. The Board of Selectmen has an interest in any re-allocations of wastewater capacity because the town is a major customer of the WWMDC and because there is a proposed Annual Town Meeting article to purchase additional capacity for the Library. I hope to begin review of this matter and provide a preliminary recommendation to the Board of Monday.

BOARD OF SELECTMEN MEETING SCHEDULE THROUGH TOWN MEETING

See attached proposed schedule – Note no meeting currently scheduled next week (2/15). Potential break 3/14 or 3/21.

ANNUAL TOWN MEETING

Annual Town Meeting is scheduled for Thursday 4/7 at 7:30 pm with subsequent days Monday 4/11, Tuesday 4/12, Wednesday 4/13. John Senchyshyn is working with the Facilities Department to review the facility availability for the week of 4/25 in case a 5th day is needed. If the Board is so inclined, we can schedule a vote to change the time of Town Meeting on Monday 4/11 though Wednesday 4/13 to 7:00 PM.

BOARD OF SELECTMEN: PROPOSED MEETINGS 2-8 THRU 4/13/16

365 January 2016

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
1						1	2
2	3	4	5	6	7	8	9
3	10	11	12	13	14	15	16
4	17	18	19	20	21	22	23
5	24	25	26	27	28	29	30
6	31						

365 February 2016

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
6		1	2	3	4	5	6
7	7	8	9	10	11 TM	12	13
8	14	15	16	17	18	19	20
9	21	22	23	24	25	26	27
10	28	29					

365 March 2016

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
10			1	2	3	4	5
11	6	7	8	9	10	11	12
12	13	14	15	16	17	18	19
13	20	21	22	23	24	25	26
14	27	28	29	30	31		

365 April 2016

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
14						1	2
15	3	4	5	6	7 TM	8	9
16	10 TM	11 TM	12 TM	13 TM	14	15	16
17	17	18	19	20	21	22	23
18	24	25	26	27	28	29	30

365 May 2016

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
19	1	2	3	4	5	6	7
20	8	9	10	11	12	13	14
21	15	16	17	18	19	20	21
22	22	23	24	25	26	27	28
23	29	30	31				

365 June 2016

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
23				1	2	3	4
24	5	6	7	8	9	10	11
25	12	13	14	15	16	17	18
26	19	20	21	22	23	24	25
27	26	27	28	29	30		

365 July 2016

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
27						1	2
28	3	4	5	6	7	8	9
29	10	11	12	13	14	15	16
30	17	18	19	20	21	22	23
31	24	25	26	27	28	29	30
32	31						

365 August 2016

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
32		1	2	3	4	5	6
33	7	8	9	10	11	12	13
34	14	15	16	17	18	19	20
35	21	22	23	24	25	26	27
36	28	29	30	31			

365 September 2016

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
36					1	2	3
37	4	5	6	7	8	9	10
38	11	12	13	14	15	16	17
39	18	19	20	21	22	23	24
40	25	26	27	28	29	30	

365 October 2016

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
40							1
41	2	3	4	5	6	7	8
42	9	10	11	12	13	14	15
43	16	17	18	19	20	21	22
44	23	24	25	26	27	28	29
45	30	31					

365 November 2016

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
45			1	2	3	4	5
46	6	7	8	9	10	11	12
47	13	14	15	16	17	18	19
48	20	21	22	23	24	25	26
49	27	28	29	30			

365 December 2016

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
49					1	2	3
50	4	5	6	7	8	9	10
51	11	12	13	14	15	16	17
52	18	19	20	21	22	23	24
53	25	26	27	28	29	30	31

- | | | | | |
|---------------------------------------|---------------------------------|--------------------------------|-----------------------------------|------------------------------------|
| 1 Jan New Year's Day | 17 Mar St. Patrick's Day | 15 May Pentecost | 5 Sep Labor Day | 31 Oct Halloween |
| 18 Jan Martin Luther King Day | 25 Mar Good Friday | 16 May Pentecost Monday | 11 Sep September 11th | 6 Nov Daylight Saving (End) |
| 9 Feb Mardi Gras Carnival | 27 Mar Easter | 21 May Armed Forces Day | 17 Sep Citizenship Day | 11 Nov Veterans' Day |
| 12 Feb Lincoln's Birthday | 28 Mar Easter Monday | 30 May Memorial Day | 23 Sep Native American Day | 24 Nov Thanksgiving |
| 14 Feb Valentine's Day | 1 Apr April Fool's Day | 14 Jun Flag Day | 10 Oct Columbus Day | 7 Dec Pearl Harbor |
| 15 Feb Presidents Day | 5 May Cinco de Mayo | 19 Jun Father's Day | 15 Oct Sweetest Day | 25 Dec Christmas Day |
| 13 Mar Daylight Saving (Start) | 8 May Mother's Day | 4 Jul Independence Day | 17 Oct Boss's Day | 31 Dec New Year's Eve |

Calendar & Holidays

2016

Calendar-365.com



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

TOWN OF WAYLAND

41 COCHITUATE ROAD
WAYLAND, MASSACHUSETTS 01778

BOARD OF SELECTMEN
LEA T. ANDERSON
MARY M. ANTES
CHERRY C. KARLSON
JOSEPH F. NOLAN

BOARD OF SELECTMEN
Monday, February 8, 2016
Wayland Town Building
Selectmen's Meeting Room

REVISED CONSENT CALENDAR

1. Vote the Question of Approving and Signing the Weekly Payroll and Expense Warrants
2. Vote the Question of Approving the Invoice for Town Counsel Mark J. Lanza for Services through January 31, 2016: \$14,941.76
3. Vote the Question of Approving the Warrant for the Presidential Primary in Wayland on Tuesday, the First Day of March, 2016
4. Vote the Question of Approving the Placement of Temporary Sandwich Board Signs for the Wayland Children and Parents Association Annual Roller Skating Party Fundraiser and Parent Enrichment Speaker at Route 20 at the Weston Town Line, Route 20 at the Intersection of Routes 27 and 126, the Intersection of Old Connecticut Path and Routes 126 and 27, and the Cochituate Fire Station at the Corner of East Plain Street, from February 28-March 6, 2016

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

INVOICE - TOWN OF WAYLAND - 1/31/2016

SUMMARY

FEE CALCULATION: 90.5 HOURS X \$160.00 PER HOUR = \$14,480.00
DISBURSEMENTS (See below for detail) 461.76
TOTAL 1/31/16 INVOICE.....\$14,941.76
AMOUNT PAYABLE FROM GENERAL FUND LEGAL BUDGET.....\$14,941.76
AMOUNT PAYABLE FROM GENERAL FUND ECONOMIC
DEVELOPMENT COMM. PROFESSIONAL SERVICES ACC'T0.00

DISBURSEMENTS

1/2016	Postage	17.64
1/2016	FAXing (978) 369-9916 & (978) 261-5034	0.00
1/2016	Copying	26.50
1/15/16	Copying & A.R Assembly 2 nd Nelson v. C.C. Case.	251.54
1/16/16	UPS Charge - 2 nd Neslon v. C.C.Case	32.67
1/21/16	Mileage: 44 @ \$.50 =	22.00
1/21/16	Parking	28.00
1/21/16	Tolls	5.00
1/30/16	UPS Charge - Glezen Lane Case	78.41
	Total Disbursements	<u>\$461.76</u>

**COMMONWEALTH OF MASSACHUSETTS
WILLIAM FRANCIS GALVIN
SECRETARY OF THE COMMONWEALTH**

WARRANT FOR PRESIDENTIAL PRIMARY

Middlesex SS.

To either of the Constables of the Town of **WAYLAND**

GREETING:

In the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of said city or town who are qualified to vote in Primaries to vote at

Precinct 1, Precinct 2, Precinct 3, Precinct 4
(precinct numbers)

Wayland Town Bldg. & Wayland Middle School
(polling locations)

on **TUESDAY, THE FIRST DAY OF MARCH, 2016**, from 7:00 A.M. to 8:00 P.M. for the following purpose:

To cast their votes in the Presidential Primary for the candidates of political parties for the following offices:

PRESIDENTIAL PREFERENCE. FOR THIS COMMONWEALTH
STATE COMMITTEE MAN.MIDDLESEX, NORFOLK, BRISTOL SENATORIAL DISTRICT
STATE COMMITTEE WOMAN. . . MIDDLESEX, NORFOLK, BRISTOL SENATORIAL DISTRICT
WARD OR TOWN COMMITTEE. TOWN OF WAYLAND

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said voting.

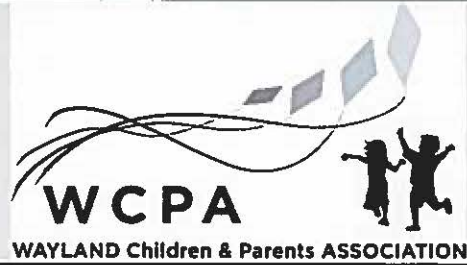
Given under our hands this 8th day of February, 2016.

Selectmen of: **WAYLAND**
(Town)

POSTING BY CONSTABLE
(Indicate method of service of warrant.)

_____, 2016.
Constable (month and day)

Warrant must be posted by **February 23, 2016**, (at least *seven days prior* to the **March 1, 2016**, Presidential Preference Primary).



January 31, 2016

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 its annual roller skating party fundraiser at Roller Kingdom on 3/5/16 as well have a parent enrichment speaker on 3/8/16.

We are requesting permission to post our sandwich boards to promote these events starting February 28, 2016 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



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

TOWN OF WAYLAND

41 COCHITUATE ROAD
WAYLAND, MASSACHUSETTS 01778

BOARD OF SELECTMEN

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

**REVISED LIST OF PUBLIC DOCUMENTS PROVIDED
TO THE BOARD OF SELECTMEN FROM JANUARY 29,
2016, THROUGH AND INCLUDING FEBRUARY 4, 2016,
OTHERWISE NOT LISTED AND INCLUDED IN THE
CORRESPONDENCE PACKET FOR FEBRUARY 8, 2016**

Items Distributed To the Board of Selectmen – January 29-February 4, 2016

1. None

**Items Distributed for Information and Use by the Board of Selectmen at the
Meeting of February 1, 2016**

1. Press Release, "Baker-Polito Administration Introduces Municipal Modernization Bill"
2. Press Release, 1/28/16, "Senate Committee Releases Public Records Bill"
3. Board of Selectmen Policy, Management of the Legal Affairs of the Town
4. Motions for February 11, 2016, Special Town Meeting
5. Draft Operating Budget Request, Information Technology, Fiscal Year 2017
6. PowerPoint Presentation, Information Technology FY17 Proposed Budget

**Items Included as Part of Agenda Packet for Discussion During the February 8,
2016, Board of Selectmen's Meeting**

1. Memorandum of 2/5/16 from Nan Balmer, Town Administrator, to Board of Selectmen, re: FY18 Budget Presentation
2. Memorandum of 2/5/16 from Ben Keefe, Public Buildings Director, to Nan Balmer, Town Administrator, re: Owner's Project Manager Service for Wayland Free Library Planning & Design Study
3. Memorandum of 2/5/16 from Ben Keefe, Public Buildings Director, to Nan Balmer, Town Administrator, re: Statement of Interest for MSBA Accelerated Repair Program for Loker Elementary Windows and Exterior Doors
4. Draft Article List for the April 2016 Annual Town Meeting
5. Draft Letter of Support for Act Relative to Modernizing Municipal Finance and Government
6. Town Administrator's Report for the Week Ending February 5, 2016



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BOARD OF SELECTMEN
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BOARD OF SELECTMEN
Monday, February 8, 2016
Wayland Town Building
Selectmen's Meeting Room

REVISED CORRESPONDENCE

Selectmen

1. Memorandum of 2/1/16 from Nan Balmer, Town Administrator, to Board of Selectmen re: Town Clerk's Request
2. Email of 2/2/16 from Mary Ellen Castagno, Wayland Representative to Minuteman School, to Ed Bouquillon, Minuteman Superintendent, re: Postcard Campaign in Wayland
3. Letter of 2/3/16 from Vincent M. Amoroso, Chairman, Boxborough Board of Selectmen, to Ed Bouquillon, Minuteman Superintendent, re: Postcard Campaign in Wayland
4. Letters of 2/3/16 from Nan Balmer, Town Administrator, to State Representatives and State Senator re: Public Records Legislation
5. Monthly Report, Animal Control, January 2016
6. Director of Public Health Report, February 3, 2016

Conservation Commission

7. Letter of 2/3/16 from Brian Monahan, Conservation Administrator, to Lincoln Road Trust, re: Notice of Intent to Conduct a Bird Walk, May 7, 2016

Minutes

8. Finance Committee, January 4, 2016
9. Board of Library Trustees, December 16, 2015
10. Public Ceremonies Committee, March 4, 2015, March 18, 2015, May 13, 2015, September 16, 2015, October 21, 2015, November 3, 2015
11. Wayland Real Asset Planning (WRAP) Committee, December 30, 2015, January 14, 2016

1

DATE: FEBRUARY 1, 2016
TO: BOARD OF SELECTMEN
FROM: NAN BALMER, TOWN ADMINISTRATOR
RE: TOWN CLERK'S REQUEST

As requested, the following is my comment on the Town Clerk's Amended Budget Request, dated January 25, 2015.

My understanding is the Personnel Board reviewed the Town Clerk's request and did not support the request, at least partially on the basis of a lack of detail.

My concerns are the same as the Personnel Board. The Town Clerk's proposal states that \$15,900 is required for early voting and for compliance with the proposed revisions to the public records law. The Town Clerk does not provide detail on the amount of time or costs for early voting so funding needed cannot be determined. The public records law revisions have not been enacted and no decisions have been made by the Board of Selectmen to assign responsibility for acting as "gatekeeper" under the proposed act. Funding should be deferred until the act is in place and decisions have been made.

Please note that I remain in support of appropriate funding requests from the Town Clerk to fulfill new election requirements imposed on her office, especially in a presidential election year. I have not however seen a detailed request for funding for election staffing.

CC: Town Clerk
Board of Selectmen

2

Balmer, Nan

Subject: FW: MM Postcard Campaign
Attachments: MinutemanPostcard2Feb2016.PDF

----- Forwarded message -----

From: Mary Ellen Castagno <mecastagno@aol.com>
Date: Tue, Feb 2, 2016 at 3:51 PM
Subject: RE: MM Postcard Campaign
To: Ed Bouquillon <e.bouquillon@minuteman.org>
Cc: Nan Balmer <nbalmer@wayland.ma.us>, Lea Anderson <lea.t.anderson@gmail.com>, Carmine Gentile <carmine.gentile@mahouse.gov>, Alice Peisch <Alice.Peisch@mahouse.gov>, mecastagno2 <mecastagno@aol.com>

Ed:

I have received multiple phone calls from folks in my community regarding the post card (attached) that they received in today's mail from you. I can't begin to express how disappointed I am that an employee of the district would act in such an unprofessional manner. How dare you insert yourself in an attempt to undermine the citizens and elected officials of local government at the tax payers expense.

At the November 15, 2016, School Committee meeting the SC instructed you to cease any further work on the RA and to concentrate on the school building project. The SC asked that Board of Selectmen from the district towns form a Working Group. In short time the BOS Working Group was able to work out their difference and get to "yes". Why do you find it necessary to interfere with their hard work.

Shame on you. Not only have you taken it upon yourself to contact the citizens of Wayland, but the information on the postcard is misleading and inaccurate at best.

As Wayland's Representative to Minuteman School Committee why was I not informed of this postcard campaign?

The citizens of Wayland are concerned and asked that I contact you on their behalf requesting that you to address and respond immediately to their questions below:

- 1). Who is paying for the printing and mailing of the card.
- 2). The total number of post cards that were mailed out to Wayland.
- 3). Where the funds allocated in the MM school budget.

As a School Committee member I am responsible to my community and demand a response from you TODAY with answers to the questions listed below:

- 1). What is the total district-wide cost of the mailing (total amount spent for the cost of producing the postcards and total cost for district-wide mailing)
- 2). What account was used to pay for the post cards
- 3). What account was used to pay for the postage
- 3). Who approved the expenditure and when.

Please advise.



MINUTEMAN
A REVOLUTION IN LEARNING

758 Marrett Road
Lexington, MA 02421 781.861.6500
www.minuteman.org

NON-PROFIT ORG
US POSTAGE PAID
PERMIT NO. 59744
BOSTON, MA

RESIDENTIAL CUSTOMER

We are still taking online applications from 8th graders who live in our member towns and want to attend Minuteman in the fall of 2016.

We have just extended our Priority Application Deadline to February 20th.



MINUTEMAN
A REVOLUTION IN LEARNING

An upcoming Special Town Meeting is critical to Minuteman High School's future. **The meeting will be held on Thursday, February 11, 2016, at 7:30 p.m. in the Auditorium at Wayland Middle School, 201 Main Street. (The snow date is Tuesday, February 23, 2016.)** You will have two important votes. You will be asked to approve important changes to the Minuteman Regional Agreement. These are "consensus" revisions, worked out over a period of years. Please vote "Yes" on the Article to approve the amended Regional Agreement.

You will also be asked to end Wayland's 40-year relationship with Minuteman. Here's the choice:

Wayland Votes "Yes" and Withdraws from the Minuteman School District	Wayland Votes "No" and Remains in the Minuteman School District
Students from Wayland have no access or uncertain access to high quality vocational-technical education	Students from Wayland have priority access to high quality career and vocational-technical education
Wayland has no voice in the governance of the school	Wayland maintains a seat on the School Committee
Wayland has no vote on the Operating Budget	Wayland votes on the Operating Budget
Wayland has no vote on the Capital Budget and Bonding	Wayland votes on the Capital Budget and Bonding
Wayland has no control over non-resident tuition rates, Special Education, transportation, or capital costs	Wayland's costs are stabilized and known

I urge you to vote NO and keep your town engaged in offering Wayland students exceptional access to the competitive advantage of a superior career and technical high school option. Withdrawing from the Minuteman District will result in uncertainty in providing this opportunity to our young people for generations.

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

758 Marrett Rd | Lexington, MA 02421 | 781.861.6500 | www.minuteman.org

February 3, 2016

Dear Dr. Bouquillon,

Yesterday I received a copy of the attached postcard you sent to Wayland residents in an unseemly and counterproductive attempt to influence their upcoming Special Town Meeting. I urge you not to compound your mistake by repeating it with the residents of Boxborough or any of the other towns now wrestling with this difficult decision.

You make several assertions in your postcard that are either untrue, or belied by the fact that you sent it:

- 1) You assert that Wayland should not withdraw because it would then have "no vote on the Operating Budget". It has that vote now, but the fact that it did not authorize you to spend its money to meddle in its internal affairs did not stop you from doing so.
- 2) You assert that Wayland should not withdraw because it would then have "no voice in the governance of the school". It has that voice now, but was unable to prevent your interference because you acted without consulting it.
- 3) You assert that Wayland should not withdraw because its students would "have no access or uncertain access to high quality vocational-technical education". It is remarkable that you would say something so misleading when 41% of the students in the school you run come from outside the District. It is even more regrettable that you would say this after receiving Deputy Commissioner Wulfson's email of January 15, 2016 "clarifying" for you the following:

There is no requirement that a withdrawing town submit a plan on providing alternative access to vocational education. Although we encourage towns to provide or arrange for appropriate vocational education opportunities for their students, there is no legal requirement that they do so. State law (G.L. c74, s.7) already provides a mechanism for students to enroll in out-of-district vocational programs.

The Commissioner's letter was sent one day after you distributed the attached set of FAQ's (v. 6: 1/14/16) and specifically corrected the misinformation contained in your answers to Questions #15-18. You recognized that in your next set of FAQ's (v.7: 1/19/16, attached) when you deleted your previous answers and replaced them with a copy of Commissioner Wulfson's letter. It is incomprehensible to me that you would repeat your earlier misguided attempt to deter members from leaving the District by promulgating the same misleading assertions in your postcard to Wayland.

In your postcard, you urge voters not to "end Wayland's 40-year relationship with Minuteman". As Superintendent-Director of Minuteman, your position and compensation may well be affected by the size of the school's enrollment. I am deeply troubled by the appearance of self interest in your use of funds obtained from a District member to mount a campaign that may be seen as inuring to your personal benefit.

I hereby request that counsel for the Minuteman School Committee furnish us with an opinion as to whether your actions comply with the requirements of the Massachusetts Conflict of Interest Law, M.G.L. c. 268A.

Sincerely,

Vincent M. Amoroso
Minuteman School Committee
Chairman, Boxborough Board of Selectmen

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TOWN OF WAYLAND

41 COCHITUATE ROAD
WAYLAND, MASSACHUSETTS 01778

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

BOARD OF SELECTMEN
LEA T. ANDERSON
MARY M. ANTES
CHERRY C. KARLSON
JOSEPH F. NOLAN

February 3, 2016

Senator Richard Ross
State House
Room 419
Boston MA 02133

Dear Senator Ross:

On behalf of the Town of Wayland, I am writing to express major concerns regarding S. 2120, the most recent draft of public records legislation that will be before you for a vote on Thursday, February 4.

Local government officials recognize the value of updating the Public Records Act. The law has not seen any material change since it was first enacted 40 years ago, well before the Internet and electronic communications became the norm. Legislation to provide greater clarity and common understanding of the framework and specific requirements in the law would be helpful to all parties.

The Town of Wayland is not opposed to passage of legislation updating the public records laws. Rather, the Town's position has been to call for balanced and realistic changes to prevent the imposition of unfunded mandates on cities and towns, and to ensure that local officials have enough time and flexibility to comply with the act without diverting resources and time from their other important public services and duties on behalf of local residents and taxpayers.

The challenge is to balance the appropriate concerns of all those involved – the public, media, local taxpayers and government agencies. Moreover, it is essential that any law passed by the Legislature be practical and realistic, so that those mandated to implement the statute can do so without detracting from their other fundamental responsibilities and obligations to serve the public.



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BOARD OF SELECTMEN

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

February 3, 2016

Representative Alice Hanlon Peisch
State House
Room 473G
Boston MA 02133

Dear Representative Peisch:

On behalf of the Town of Wayland, I am writing to express major concerns regarding S. 2120, the most recent draft of public records legislation that will be before you for a vote on Thursday, February 4.

Local government officials recognize the value of updating the Public Records Act. The law has not seen any material change since it was first enacted 40 years ago, well before the Internet and electronic communications became the norm. Legislation to provide greater clarity and common understanding of the framework and specific requirements in the law would be helpful to all parties.

The Town of Wayland is not opposed to passage of legislation updating the public records laws. Rather, the Town's position has been to call for balanced and realistic changes to prevent the imposition of unfunded mandates on cities and towns, and to ensure that local officials have enough time and flexibility to comply with the act without diverting resources and time from their other important public services and duties on behalf of local residents and taxpayers.

The challenge is to balance the appropriate concerns of all those involved – the public, media, local taxpayers and government agencies. Moreover, it is essential that any law passed by the Legislature be practical and realistic, so that those mandated to implement the statute can do so without detracting from their other fundamental responsibilities and obligations to serve the public.



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BOARD OF SELECTMEN
LEA T. ANDERSON
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CHERRY C. KARLSON
JOSEPH F. NOLAN

February 3, 2016

Representative Carmine Gentile
State House
Room 39
Boston MA 02133

Dear Representative Gentile:

On behalf of the Town of Wayland, I am writing to express major concerns regarding S. 2120, the most recent draft of public records legislation that will be before you for a vote on Thursday, February 4.

Local government officials recognize the value of updating the Public Records Act. The law has not seen any material change since it was first enacted 40 years ago, well before the Internet and electronic communications became the norm. Legislation to provide greater clarity and common understanding of the framework and specific requirements in the law would be helpful to all parties.

The Town of Wayland is not opposed to passage of legislation updating the public records laws. Rather, the Town's position has been to call for balanced and realistic changes to prevent the imposition of unfunded mandates on cities and towns, and to ensure that local officials have enough time and flexibility to comply with the act without diverting resources and time from their other important public services and duties on behalf of local residents and taxpayers.

The challenge is to balance the appropriate concerns of all those involved – the public, media, local taxpayers and government agencies. Moreover, it is essential that any law passed by the Legislature be practical and realistic, so that those mandated to implement the statute can do so without detracting from their other fundamental responsibilities and obligations to serve the public.

In this light, S. 2120, unfortunately, is not balanced, flexible or feasible enough for cities and towns and smaller public entities to implement without diverting resources away from other important services and functions. Our analysis concludes that S. 2120 would impose unrealistically short timelines that would be extremely difficult for communities to meet, would limit fees and therefore lead to unfunded mandates on cities and towns, and would expose public entities and taxpayers to threats of expensive litigation. We respectfully ask that the bill be redrafted to make it workable and affordable for communities and local taxpayers.

1) S. 2120 has unrealistically short and infeasible timelines.

The reality is that cities and towns struggle under limited resources and overly high reliance on the property tax. Communities have eliminated 15,000 positions since the cuts of the Great Recession and have very small administrative staffs. Technology “systems” in communities are a poorly funded patchwork of computers and disparate databases and cannot magically act as a compiler of information across the municipality – which means that fulfilling records requests is mostly a manual task involving significant personnel time. Some 250 cities and towns in Massachusetts have 19,000 or fewer residents, and 50 percent have fewer than 10,000 residents, and thus have very small local governments, with volunteer boards overseeing various departments. Many communities, especially in western Massachusetts, have part-time town administrators, no broadband service, or have town halls that are closed one or more days during the workweek.

Many records requests are relatively simple and straightforward. But there are many others that require more research, including legal analysis, to ensure that the rights of all persons are observed and information is not released that would interfere with privacy rights, or to determine whether requested records are exempt under the law, following the exemptions that have been established by the Legislature for sound public policy reasons. This often requires an analysis of state and federal laws as well as an examination of many documents. The people who have to perform these tasks – staff and legal counsel – also have many other duties to perform.

S. 2120 would impose a staggered series of 10-day, 15-day, 30-day and 60-day time periods that communities could only implement or access by triggering various notice and appeals processes, which in themselves would consume municipal resources and staff time. Even then the legislation would set a maximum timeline of 60 days, and would not recognize the burden of large or complex data requests, which can include searching years of emails, records from various departments, and multiple databases. These timelines are too narrow and impractical, and would

certainly cause communities to divert municipal resources and staff away from their other ongoing responsibilities. We urge you to look at H. 3858 as a strong but much more workable and flexible approach on timelines.

2) S. 2120 would limit communities' ability to be reimbursed for reasonable costs, and thus would inevitably lead to unfunded mandates.

As you know, the voters banned the state from imposing new unfunded mandates on cities and towns when they enacted Proposition 2½. For 40 years, cities and towns have been allowed to charge reasonable fees when responding to records requests, but S. 2120 would mandate that the first two hours of staff time be provided at no cost, and that the hourly rate for staff time be capped at \$25 per hour unless communities receive special permission from the state. Further, S. 2120 would only allow communities to be reimbursed for time that employees devote to fulfilling requests. Most communities use outside legal counsel, and many hire vendors for technology purposes, but these cities and towns could not be reimbursed for those expenditures. And any time that a department head, human resources director, town manager, or legal counsel reviews a records request, communities would not receive full reimbursement for their actual costs, unless they apply for and receive permission from the Supervisor of Records. This would guarantee hundreds, if not thousands, of appeals to the state each year in order for localities to even have a chance to be more fully reimbursed. None of this factors in the personnel costs associated with the significant new responsibilities the law would mandate on the new public records access officers that communities would need to appoint.

Given all of these factors, it is clear that S. 2120 would make administering the public records act much more expensive for cities and towns, creating a new unfunded mandate, contrary to Proposition 2½.

3) S. 2120 would expose communities and local taxpayers to threats of expensive litigation, through an unbalanced process that would remove judicial discretion on the issue of attorneys' fees and court costs. This "enforcement" framework would create a highly litigious and penalty-driven process.

S. 2120 would give plaintiff attorneys new financial incentives to pursue costly litigation on public records cases, and would create a disincentive for plaintiff attorneys to resolve disagreements via negotiations between the parties. That's because S. 2120 would not allow judicial discretion in the awarding of attorneys' fees and court costs in many instances, even when public entities acted in good faith. The result would be an unbalanced system whereby court action would not be a last option to resolve disputes. It would become a first option that could be abused and

manipulated to drive up legal costs for public entities. We just have to look at the current effort by plaintiff attorneys to collect \$1.8 million in legal fees from two cities in Massachusetts, which would produce an unaffordable windfall for private attorneys and organizations at the expense of the taxpayers.

Specifically, the bill would impose an extraordinary mandate on the courts to award attorneys' fees and court costs to plaintiffs if the requester has obtained "relief" through a judicial order or consent decree, even if the public entity was acting in good faith, unless it could be proven that the entity was relying on a ruling or advice from the Supervisor of Records or an appellate court ruling, or the case was for a private or commercial interest. In civil rights and racial discrimination cases, the courts retain the discretion to decide whether to award attorneys' fees or court costs, which means that S. 2120 would treat public records cases with greater deference and importance than essential questions of discrimination. Public entities would also be required to waive all fees and costs related to fulfilling the request if the court awards attorneys' fees and court costs to the plaintiff, even if the public entity was acting in good faith.

S. 2120 would provide one of the most generous and loose standards for mandated attorneys' fees and court costs in the nation. Virtually any ruling by the court short of utter defeat for the plaintiff would require the court to impose these costs on public entities, even if the public entity prevails on most or nearly all issues. Further, there is no requirement that requesters first exhaust administrative appeals before dashing to court on any perceived violation or disagreement. It should be a consideration that the threat of protracted litigation would chill public employees in the proper performance of their duties, as they would be forced to weigh the risk of unaffordable litigation with the risk of releasing information that is exempt or shouldn't be released. The courts would be stripped of their discretion to decide whether public entities acted in good faith, which is clearly unfair. Further, the bill includes no allowance for courts to require frivolous plaintiffs to reimburse taxpayers for court costs, which is also unfair.

We are asking legislators to make sure that any penalties or provisions for attorneys' fees or court costs are balanced and do not apply when a public entity is making a good faith effort to respond to requests. The House bill, like nearly 20 states in the nation, recognizes that every case would have a different set of facts and circumstances, and would leave the decision of whether to award attorneys' fees and court costs to the discretion of the court, except in the case of bad faith efforts by public entities, while also requiring judges who decide not to award attorneys' fees and court costs to provide a written explanation. This is favorable to

plaintiffs, but still allows for the case-by-case discretion that is so necessary. That is the proper framework.

It is possible to enact a strong and workable public records bill, just as the House has done by unanimous vote. We ask that the Senate bill be rewritten following the same approach.

Thank you very much for your consideration and assistance.

Sincerely,

A handwritten signature in cursive script that reads "Nan Balmer".

Nan Balmer
Town Administrator

cc: Board of Selectmen

TOWN OF WAYLAND
MONTHLY SUMMARY REPORTS
JANUARY, 2016

5

TOTAL NUMBER CALLS HANDLED	45
# Complaint Calls	2
# Lost Dog Calls	3
# Lost Cat Calls	
# Other Cat related calls	
# Animal / Wildlife Calls	3
# Miscellaneous Calls	26
TOTAL # ANIMALS PICKED UP	1
Total # dogs not licensed	
Total # dogs not claimed	
# still in dog officer custody	
#surrendered to Humane Shelter	
TOTAL # HUMAN BITE CALLS	1
TOTAL # ANIMAL -> ANIMAL BITE	1
10 Day Quarantine Order -Human Bite	Issued 1 / Released 1
10 Day Quarantine Order -Animal Bite	Issued 1 / Released 1
45 Day/6 Month Quarantine Orders	Issued 1 / Released 3
TOTAL # CITATIONS ISSUED	NONE
# No license citations	
# Leash Law/Dog not under owner control	
# Other Offense	
# Court summons processed	
# ANIMALS SUBMITTED TO STATE LAB FOR RABIES TESTING	NONE

Submitted by:
Jennifer Condon
Animal Control Inspector/Officer

6

Wayland Board of Health
Director's Report
February 3, 2016

Septic work and building approvals- due to the mild weather for this time year we continue to receive soil testing appointments and field work has also continued. We also have had numerous meetings with residents to provide guidance for potential home renovations/septic projects.

PHN/Nurse Leader update- As mandated by the MDPH, Flu clinic related Mass Immunization Information System (MIIS) data entry is complete and we are in the process of verifying all data prior to submission. Tax work-off assistance has done a large amount of this work, however this year we have been fortunate in continuity with tax-work off assistance. We are in the process of determining how this process will continue to be supported next flu season; specifically regarding required skill sets, hours of work, and continuity.

Town center flows-I have been assisting/attending meetings with the WWMDC Account Specialist, along with the Building Commissioner and Town Planner to review the assigned flows associated with Town Center establishments in order to verify they were earmarked correctly using the State Title 5 Regulations. The Account Specialist is preparing a spreadsheet to track flows and we will prepare a checklist for future change in use requests including Health Department verification of the Title 5 flow. At some point the designed/permitted septic system for Town Center will/may need to be installed.

Data security-Office staff met with Beth Doucette regarding data security and IT needs for the department. We will be meeting with her again this coming week.

A meeting will be planned soon for our Health Department review of the locations of the new Carport Solar Panels projects.

I will be attending a seminar titled "The State of Marijuana: Where we are today and where we are headed." Scheduled for March 17th.

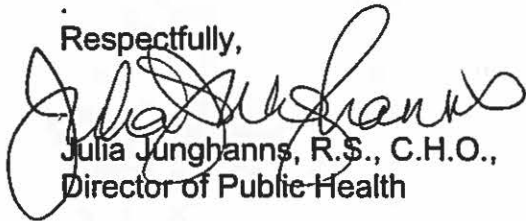
Office construction- construction will begin very soon on my office, in the meantime I have a satellite location in the department.

Attended Department heads meeting and provided an update regarding current Health Department related work, Board work on Marijuana Regulations, agenda item this evening regarding Artificial Turf, and Zika Virus information that was provided to the press and media sources. Today we reached out to the MDPH to obtain the most current guidance regarding Zika Virus. We are waiting for this information.

Department meetings-we are continuing to hold regular department meetings to plan for our Department Assistant being out for medical leave sometime this spring as well as other projects/initiatives that need follow-up.

Annual permitting- we continue to receive annual permit fees and paperwork for food establishments and other annual permit mailings that have gone out.

Respectfully,

A handwritten signature in black ink, appearing to read 'Julia Junghanns', written in a cursive style. The signature is positioned above the printed name and title.

Julia Junghanns, R.S., C.H.O.,
Director of Public Health

7



TOWN OF WAYLAND
MASSACHUSETTS
01778
CONSERVATION COMMISSION

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

February 3, 2016

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

Re: 57 Lincoln Road Conservation Restriction

Dear Mr. Falwell:

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

The event is planned for Saturday May 7, 2016, from 8:00-10:00 am, for the purpose of observing the spring bird migration. The rain date for the event is Saturday May 14, 2016, from 8:00-10:00 am.

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

Thank you.


Sherre Greenbaum, Chair
Wayland Conservation Commission

cc: Conservation Commissioners
Nan Balmer, Town Administrator
File

RECEIVED

FEB -3 2016

Board of Selectmen
Town of Wayland



Town of Wayland Massachusetts

Finance Committee

- Tom Abdella
- Carol Martin
- Nancy Funkhouser (Chair)
- Bill Steinberg
- Gil Wolin
- Gordon Cliff
- David Watkins

Meeting Minutes January 4, 2016 Final

Attendance: Committee members B. Steinberg, C. Martin, D. Watkins G. Cliff, N. Funkhouser, and T. Abdella. B. Keveny (Finance Director) also attended.

7:02 Call to Order

The meeting was called to order in the Senior Center meeting room at Town Building. N. Funkhouser announced that the meeting was being recorded. G. Cliff volunteered to prepare draft meeting minutes.

7:03 Public Comment & Members' Response to Public Comment

Gretchen Schuler and Woody Baston distributed a handout (see attachments) and led a discussion on alternative funding plans for the possible purchase of a conservation restriction on Mainstone Farm. Gretchen presented five different options as indicated in the handout. The options include including some borrowing on the town side, borrowing only through the CPC keeping the CPC tax surcharge at the current 1.5%, raising the surcharge to 2%-3%, and only purchasing a portion of the property. The total amount the town is likely to need is \$11-12 million, with the rest of the funds coming from Sudbury Valley Trust. The total purchase price contemplated is well below assessed value. A major reason to raise the surcharge is so the CPC will have funds available to support other projects. The town could keep the surcharge at 1.5% and still completely fund the purchase of Mainstone with CPC funds, but that would leave the CPC with virtually no money to do anything else in terms of open space and recreation projects for a considerable time. CPC is asking for guidance from FinCom on the best way to structure proposed funding. If we raise the surcharge to 3% we would receive some extra contribution funding from the state. FinCom agreed to defer further discussion to the liaison agenda item. G. Cliff stated that since he lives across from Mainstone that he has decided to not participate in any FinCom deliberations or votes on Mainstone.

7:20 FY 2017 Operating Budget Requests – Departmental meetings

- Fire
- DPW
- Police

S. Kadlik presented an overview of DPW's proposed 2017 operating budget (see attachments). The overall increase is \$33k (1.6%) mostly driven by contracted increases in salary. FinCom members asked for explanations on line items that show significant increases. B. Steinberg asked about the proposed increase in staffing (not included in the proposed budget as they have not been approved yet). S. Kadlik mentioned that the number of fields that need lining for sports events has gone up substantially. C. Martin asked a number of additional questions on increases (e.g., equipment repair and maintenance). G. Cliff asked for further information on how we could ensure that the additional expense of adding an engineer would be more than offset by savings in terms of construction services consulting on projects. B. Keveny mentioned that there might also be savings in the Facilities budget. C. Martin and T. Abdella agreed about the concerns and suggested various methods we might pursue to make sure proposed savings to offset the personnel expense of adding an engineer are realized. G. Cliff asked if we could collect information on towns of similar size and whether they have an engineer. B. Steinberg suggested we look at projects done over the past three years and how much having an engineer would have been likely to save. T. Adella pointed out that we need to make sure we keep the capacity of the person in mind and don't assume savings beyond the capacity of the person to do. C. Martin stated that she thought that this is a terrific idea but that we need to make sure the savings are realized. G. Cliff asked for information about the new senior foreman position and what was assumed in the budget. S. Kadlik responded that the current budget assumes two superintendent positions and that dropping one and adding a senior foreman instead shouldn't result in an increase in the proposed budget. S. Kadlik summarized that the main factors causing the DPW budget to increase were contracted salary increases, additional provision for equipment maintenance and repair, and electricity. C. Martin mentioned a general concern about overtime expense, particularly about the water department which looks high at 25%.

Chief Irving presented an overview of the police department proposed 2017 operating budget (see attachments). The overall police budget is up \$40 k (1.6%), primarily due to contracted salary increases. Police had asked for an additional position (from current 23 officers to 24) but the Personnel Board has recommended not adding this year given other requests. He provided an update on why he was proposing the increase in personnel and the Personnel Board's response. He reminded FinCom about the history of the number of sworn officers going back to 2002. The increase in 2012 was to get us back to the level we had in 2005 before a personnel issue led to a temporary reduction that lasted longer than expected. Growth of the town has led to an increasing demand for police services. Overtime would probably come down some if we added a new position but not nearly enough to offset the increased expense of adding a person. G. Cliff asked which towns we should be using to compare ourselves to (rather than the average for the state overall) and suggested that we use the FinCom peer town list. Chief Irving

agreed that would make sense. C. Martin asked for an explanation on the causes for increases in call incident volume. Chief Irving stated that most of the increase relates to the growth in Town Center. C. Martin asked whether there are any opportunities to generate revenue. Chief Irving suggested the best opportunity might be to charge for parking, but he doesn't recommend it. G. Cliff asked for an explanation on the increase in Joint Communications. Chief Irving and B. Keveny explained that the increase was primarily driven by contracted salary increases. The contract increase of 4.5% represents the accumulation over 3 years.

Chief Houghton provided an overview of the Fire and ALS proposed 2017 operating budget (see attachments). Overall the proposed budget is up \$23 k (0.9%). Major drivers of increase are contracted salary increases and training and education. The number of incidences is up, which has made training difficult. A significant portion of the overtime expense relates to training. If we increased staffing by one on each shift (4 total) we could decrease overtime expense. C. Martin and B. Steinberg asked for details about training. G. Cliff asked whether budgeting 15% for overtime was appropriate. Chief Houghton explained that the primary driver of overtime is required training and having two locations. G. Cliff asked whether continuing to have two locations makes sense. Chief Houghton explained that given where our call volume is located, moving to one location would significantly increase our average response time.

8:30 Overall FY 2017 Operating Budget Discussion

G. Cliff volunteered to provide an overall summary. He believes that the overall omnibus operating budget is likely to come in at up 3% or slightly below and that it would be hard to get down to FinCom's stated goal of 2.5%. B. Keveny mentioned a number of items that may increase including health insurance and debt service. B. Steinberg suggested that we use 2.5% as the interest rate on new debt instead of the current assumption of 4%. B. Keveny suggested we might have some reduction in the reserve for salary increases. The IT budget, although it is up substantially, does not yet include an amount for recommended staffing increases. B. Steinberg asked that we investigate whether some of the amount currently in the IT operating budget should be capital instead. C. Martin volunteered to keep a running list of questions FinCom has raised on the operating budget. T. Abdella wondered whether the Personnel Board was being too conservative in recommending that we defer some of the requested staffing increases. G. Cliff reiterated his overall sense that the overall budget is likely to come in at over 2.5% unless we take aggressive action. FinCom discussed the impact of including the 2.5% goal and the costs and benefits of doing so. D. Watkins stated that he felt the 2.5% was good as a stake in the ground and FinCom can use it as a reference point to explain if we come in higher than that and why. N. Funkhouser stated that the 2.5% was just a guideline and it is fine if the budget comes in higher if we are convinced there are good reasons for it. B. Keveny asked which departments FinCom wanted to have presented. FinCom members discussed and agreed on health insurance, IT, Facilities, Board of Health, Recreation, and Finance.

9:08 Review Personnel Board memo dated 12/2/15 and possible vote

FinCom discussed the memo on FY 17 Staffing Requests from John Senchyshyn. FinCom agreed that it understood the Personnel Board's recommendations but that we should make our own decisions. G. Cliff observed that it would be unusual for a Finance Committee to recommend staffing increases that the Personnel Committee recommended against. D. Watkins suggested that we get Town Administrator Nan Balmer's input on IT positions and FinCom members agreed that would be a good idea.

9:13 2016 Special Town Meeting

- Timeline
- Minuteman Articles
- Other Potential Articles
- 1/13/16 Warrant Hearing

N. Funkhouser provided an overview on the two articles on Minuteman planned for STM in February. A new member agreement has been developed and we need to decide whether to approve or reject it. The new agreement (if approved by all the member communities) will allow us (and several other communities) to withdraw if we vote to do so. She reviewed the draft schedule (see attachments). The Board of Selectmen are the primary sponsors for the articles, but it is expected that FinCom will submit reports as customary. G. Cliff wondered if FinCom should decline to submit reports given that FinCom has had only limited discussion on the Minuteman issue. N. Funkhouser stated that she thinks we should follow the process we have been using and submit a report. T. Abdella suggested that we decouple the issue. B. Steinberg observed that FinCom has decided not to submit a report on articles with a small financial component but that the Minuteman issue clearly has a significant financial component. G. Cliff asked how FinCom was going to get enough information to feel good about making a recommendation on these articles. N. Funkhouser agreed that we would bring in Lea Anderson and others to provide the FinCom with more information. G. Cliff asked B. Keveny if there is any financial analysis he could do. N. Funkhouser stated that considerable financial analysis has been done by Lea and others and would be shared. FinCom agreed that we should have Lea Anderson on the agenda for the next meeting if possible.

9:33 Liaison & Members' Reports, Concerns and Topics

D. Watkins led a discussion on Mainstone. B. Steinberg asked whether there was a specific plan for how we might purchase only a part of the property. D. Watkins explained that a specific proposal for that hasn't been developed or analyzed. He suggested some pros and cons of raising the CPC surcharge from the current 1.5%. T. Abdella reminded FinCom that there has been a recent warrant article to reduce the surcharge. D. Watkins suggested some pros and cons of having the Town borrow directly instead of having the CPC borrow. FinCom members discussed the pros and cons of alternative approaches, including buying only part of the property. D. Watkins explained that if we only purchase a part of the property there is a risk with what happens with other parts of it. T. Abdella suggested that given other investments made in the past several years by CPC it may be difficult to get voters to support an increase in the

surcharge. B. Steinberg suggested that buying part of the property might make sense but we would need to understand what part and how it would look with the emphasis on keeping the best vistas from Rice Road and Old Connecticut path. Speaking as a resident (not as a FinCom member), Gordon Cliff (Highfields Road) observed that buying less than the full property would make it unlikely that we could keep the property as a working farm, which many people value, and access to other parts of the property might spoil the vistas that we want to preserve. FinCom members agreed that Mainstone needs to be considered in light of other potential large capital projects such as CoA/Community Center and a new library. N. Funkhouser said personally she would probably support an increase in the surcharge but isn't sure the town overall would support it. Option 2 shows that we can purchase the full property without increasing the surcharge but it would leave the CPC with almost no funds for other open space or recreation projects. C. Martin pointed out CPC would still have funds to support projects in other areas such as historic and affordable housing. N. Funkhouser suggested that self-funding (option 2) is likely to be the easiest option to get approved and that increasing the surcharge to 3% would likely be very difficult. B. Keveny suggested that we get the consultant to do a presentation to all the town boards that need to be involved in deciding on the project. C. Martin, T. Abdella and B. Steinberg indicated they think that it may be difficult to get support to increase the surcharge.

G. Cliff provided an update on feedback from Town Counsel and the Town Administrator (see attachments) whether FinCom needs to change the way we vote for articles and that we probably need to move to taking two votes rather than just one. FinCom discussed and agreed that we could probably make the change for the articles on Minuteman.

10:14 Chair's Update

11-2-15 Draft Minutes for review and vote - Watkins
11-30-15 Draft Minutes for review and vote – Martin
WRAP Committee - update on prospective FinComm appointee

FinCom reviewed draft minutes from November 2 meeting (see attachments). G. Cliff requested that we try to redistribute materials expected to be reviewed close to the day of the meeting. N. Funkhouser suggested a number of edits. C. Martin moved that we accept the minutes as amended. N. Funkhouser seconded. Motion was approved by a vote of 5-0-1. FinCom reviewed draft minutes from November 30 (see attachments). B. Steinberg made a suggested edit. B. Steinberg moved that we accept the minutes as amended. T. Abdella seconded. Motion was approved 5-0-1. N. Funkhouser stated that there is no new information in terms of a FinCom appointee to WRAP committee.

10:18 Adjourn

C. Martin made a motion to adjourn the meeting. B. Steinberg seconded. Motion to adjourn was approved 6-0-0.

Attachments

Mainstone alternatives

FY2017 DPW Operational Budget Summary

Proposed Police, J.C.C. and Emergency Management Budgets for FY 2017

Fire Department - Proposed Operating Budget FY 2017

FY 17 Staffing Requests

Draft Schedule for February Special Town Meeting

Email response from Town Administrator Nan Balmer

Draft Meeting Minutes 11/2/15

Draft Meeting Minutes 11/30/15

Respectfully Submitted,

Gordon Cliff

**Wayland Free Public Library
Board of Library Trustees
Minutes of Meeting Wednesday, December 16, 2015
Raytheon Room, Wayland Free Public Library**

Present: Library Director Ann Knight, Trustees Sally Cartwright, Aida Gennis (chair, presiding), Anne Heller, Lynne Lipcon, Suzanne Woodruff. **Absent:** Thaddeus Thompson

Call to Order: 7:52 a.m.

Public Comment

There was no public comment.

Minutes of Previous Meeting(s)

Minutes of the last meeting (December 2, 2015) were not available and will be considered at the January 13, 2016, meeting.

Financial and Statistical Reports

Circulation continues to be down compared to previous years. Ann Knight reported that most of the libraries in the Minuteman system are experiencing similar trends; she believes that the rise of streaming media and less dependence on DVDs are contributing factors. She suggested that this might be a topic to be explored by the Library Planning Committee. A discussion followed about possible ways to increase circulation by promoting children's literacy programs among other initiatives.

Permanent Municipal Building Committee (PMBC)

Mrs. Gennis reported that she, Mrs. Knight, Trustee Suzanne Woodruff, and Library Planning Committee member Thom White attended a recent meeting of the Permanent Municipal Building Committee to discuss the Library planning and design project. Mrs. Woodruff and Mr. White have been appointed to represent the Library on the committee; Mrs. Gennis and Mrs. Knight will serve as ex-officio members. The committee will oversee the Library project, starting with the development of a RFQ for an Owner's Project Manager (OPM) and continue through the completion of the project. The RFQ will be published on December 17, 2015, with a response deadline of January 7. The Trustees hope that interviews of the top candidates will be held in early to mid-January and that the position will be filled by the end of January. Facilities Director Ben Keefe is checking on this process. Once the OPM is hired, the process of selecting the architect for the next phase of the project will begin.

A discussion followed regarding the grant application regarding the MBLC requirement that the Library must have jurisdiction over any parcel of land proposed in an application for a construction/expansion project. If the recommendation is to build a new facility rather than expand on the existing site, the land must be transferred to the jurisdiction of the Board of Library Trustees by the time the grant application is submitted to the Board. This would require an article at the 2016 Spring Annual Town Meeting to authorize such a transfer. The deadline for article submission is January 15, 2016.

Library Planning Committee (LPC)

Mrs. Gennis told the Trustees that, because of the PMBC's involvement, the LPC's role in the planning

and design project will be changed. Members of the committee have been asked to participate in the review and renewal of the Library's Long-range Plan, a required step in the library construction grant application process. Committee members will be asked to make informal visits to area libraries, including libraries they have not visited already, to evaluate what works well from users' viewpoints.

Massachusetts Public Library Construction Grant Program

Mrs. Gennis reported that the deadline for submission of the Letter of Intent to the Massachusetts Board of Library Trustees is reported now to be September 1, 2016. In order to make the deadline, the architect will have to complete environmental studies and produce drawings and cost estimates for two proposed sites in the spring. We anticipate that the final site selection must be made by May so that the final concept drawing can be completed prior to the September 1 deadline.

Wayland Real Asset Planning (WRAP) Committee

The Library has been asked to complete a questionnaire developed by the WRAP Committee. Mrs. Knight asked the Trustees to review the draft responses. Mrs. Gennis said that the committee will be using the questionnaires to help them in their evaluation of Town-owned property. She hoped that the committee will have some results to report in the spring when the Library's planning and design project is underway.

Future Wastewater Needs of the Current Library Building

The Trustees discussed the need to tie the current Library building into the Town-owned wastewater treatment plant. This is essential for the potential expansion of the Library on the current site and would insure that, if the aging septic system failed, the building could continue to be used by the Town. The main question is whether the Town has enough capacity in its current allotment for the Library and whether a portion of the allotment can be reallocated to the Library or whether the Town needs to purchase additional capacity from the Wastewater Management District Commission. The Trustees agreed to submit an article authorizing payment in lieu of betterment and a tie-in to the treatment plant for Spring 2016 Town Meeting. Although they preferred to co-sponsor the article with the Board of Selectmen, they agreed to sponsor it independently if necessary.

Library Director Search

In anticipation of Mrs. Knight's retirement in October, 2016, the Trustees reviewed the current Library Director job description. After suggestions have been received, the updated description will be sent to John Senchyshyn for final approval.

Rail Trail Update

The Trustees discussed the proposed rail trail path across the Depot lot and the regrettable result in the loss of 10 parking spaces. This is of particular concern because the lot is used as a back-up parking lot for popular library programs.

Gossels Fund Event

Mrs. Knight proposed that Dr. Leonard Brown's program, *Singing Our Story*, would be the 2016 Gossels Fund presentation. Suzanne Woodruff made a motion to provide funds up to \$500 from the Gossels Fund for his performance on Monday, February 8. Sally Cartwright seconded the motion, which was accepted unanimously.

Communication with Other Town Boards

The Trustees discussed the slow progress being made on the drainage project designed to prevent another flooding event at the Library. Mrs. Gennis reported that we were told by the Town's engineering firm, Tighe and Bond, that the Town is applying for an extension of the April, 2016, deadline for completion. The Trustees decided to attend a DPW meeting in the near future to learn more about the timeline.

Board of Library Trustee Candidates

The Trustees discussed the upcoming election of two trustees in April, 2016.

The Meeting Was Adjourned at 10:40 a.m.

Documents for This Meeting

1. Agenda of Meeting Wednesday, December 16, 2015
2. Financial Report, "Summary Reports as of December 10, 2015
3. Circulation Report, November 2015
4. State Publications and Regulations posting of the Owner's Project Manager position
5. Wayland Real Asset Planning questions and draft responses by the Board of Library Trustees
6. Untitled chart [Communications Plan for Warrant Article, headings read "Activity," "Completion Date," "Assignment," "Notes"]
7. Draft Warrant Article regarding sewer capacity for Town-owned lands, dated January 9, 2015
8. Packet of materials regarding the library building's wastewater capacity from 2004-2005
9. Draft job descriptions for the Library Director position from 2003 and 2015

Next Meeting(s)

Wednesday, January 13, 8 a.m., Raytheon Room, Wayland Library

Wednesday, January 27, 8 a.m., Raytheon Room, Wayland Library

Respectfully submitted by Anne Heller, Trustee

PUBLIC CEREMONIES COMMITTEE
Minutes of March. 4, 2015

1) The meeting was called to order at 7:05 p.m.
In attendance: John Dyer [temporary chairman], Richard Turner (RT) [by phone], Lily Ho Schlafer (LH), and Richard Brisk (RB), Carl Bernardo.
Absent: Dennis Berry

2) Announcement: Carl Bernardo was appointed to the PCC. Welcome Carl.

3) Minutes of the November 5th meeting were approved without corrections.

4) Old Business:

- We discussed the situation with flags. Flags are all over town. RT made it clear that the town is responsible for the maintenance of the Memorial. The selectmen accepted that responsibility a few years ago.
- The town needs flags
 - o At the Veterans Memorial,
 - o Near the Villa,
 - o Along the parade route, and
 - o A flag, flag pole and light at both the North and South Cemeteries.
 RT mentioned that there are no flags at either the North Cemetery or the South Cemetery. He would like to correct that along with a solar powered light so the flags could stay up all night long.
- Flags are expensive and the PCC only has \$250. We should get the town to use its discretionary fund.

Action Item RT: Talk to Mat Ching about using the DPW.

- We should address the need for flags as a package: quantify the cost, arrange a budget and appoint a custodian.
- We should talk with the selectmen about using their budget and work thru the DPW.

Action Item RT: Talk with Stubby about the cost of flag at the Villa.

- LMC award.
There are two new nominees (see appendix below.):
 1. Prescott Woodbury (Woody) Baston,
 2. Daughters of the American Revolution (write up not included),
 3. OPEB Advisory Committee
 Previous nominees include:
 4. Wayland E-News (write up not included),
 5. Mary Antes,
 6. Doosie Kahn,
 7. Katrein Vander Straeten,
 8. Medical Reserve Corp. (CERT) (write up not included),

The meeting adjourned at 8:30 p.m.
The next PCC meeting was set for Wednesday, March 18th at 7:00pm.

Respectfully submitted
Richard Brisk

Appendix to minutes of 3/4/2015

1) Prescott Woodbury (Woody) Baston (1 909-1 984)

Prescott Woodbury Baston was born in 1909 at 9 Court Street, Arlington, Massachusetts, a town that is part of greater Boston. His father was a miniaturist for Olmsted Brothers, the architectural firm that designed New York's Central Park and Cloisters and Boston's Public Gardens. He designed and created micro miniature models of buildings, bridges, terraces and anything else that was part of an architect's plan. Baston does not remember any formal art training as a child, but does recall watching his father work. At age 12, in the sixth grade at Russell School in Arlington, he vividly remembers drawing the bottom half of a phonograph as an assignment and being mightily pleased with the results. His interest in art seemed to be "always there." During his Arlington High School years (1924-1927), Baston continued his two great interests, art and literature. It was here that he read all of Charles Dickens' writings for the first time (he was to re-read all of Dickens several times in later years) and studied many of the Shakespearean plays. He claims he was a "born ham" and got involved with amateur theatrics at the time. His art consisted of sketching everyday objects and scenes, all on a very informal self-taught basis. He graduated from Arlington in 1927 and continued working at his high school job at the Loft Drug Store soda fountain. Based on recommendations from his teachers, he was offered a scholarship at the Normal Art School in Boston. Baston did not want to teach for a living, and he refused the offer. In 1928 he entered the Vesper George School of Art, a practical art school. He attended classes parttime and continued working at the drug store. In 1930, at age 21, Baston worked on miniature models of the campuses of Exeter and Deerfield Academies. During this period, he learned and practiced many of the techniques of miniaturization; scale, perspective, color, materials. This time was the Depression, however, and work at any architectural firm was unreliable at best, especially for a novice. He was forced on to different work where he could find it. From 1931 through 1932, Baston worked as an all-around handyman for Francis Hicks, a Boston interior decorator. It would glorify the job to say that Baston furthered his artistic and compositional skills. What he really did was move things around deliver products and parcels and any other project Francis Hicks could find for a strapping young man. From 1933 to 1936, Baston worked at the Electric Time Company in Boston. He delivered clocks to Boston stores and installed custom-built clocks. In 1935 he was given the assignment of designing and sculpting an ornate frame for a large clock to be installed at the Medford Cooperative Bank. He remembers being paid seventy-five dollars for the job, an enormous sum at the time even though he worked months on it. The clock is still there. The work at Electric Time was sporadic and Baston took on two more jobs in 1935. First, he and several friends started to move furniture professionally in the Boston and Cape Cod area. Always physically strong, he recalls moving three pianos on one hot day and wrestling around 300-pound casks of turpentine. He moved furniture until 1938, covering a four-year period of highly physical labor. He also applied for and received several commissions from Franklin Delano Roosevelt's Federal Art Project to paint large murals in the Boston area. In addition to several panels of animals and birds for Boston public schools, he painted four 8- by 6-foot panels for the Collector of the Port of Boston in the Custom House Tower. He painted two panels for the Haverhill High School (now

City Hall) that are still there and one wall of the Brighton High School Library. In June, 1938, the year of his first Sebastian Miniature and his full-time employment for the rest of his life (except for a four-year war job stint). What can be said for this background? What made Baston "Ready" for his life's work? He was born and raised in Boston New England, providing not only a geographical but a cultural bent that would sustain him throughout his lifetime.

A traveling salesman with his bulging sample cases was a familiar sight at any railroad station. The March, 1939 Boston Gift Show resulted in three events. First, Baston received orders for several thousands of his miniature figurines. Second, Carbone decided to sell the line nationally. Third, Baston decided to quit all his jobs, set up a professional studio in his Arlington basement and begin a career designing and producing "Baton Figurines."

Carbone promotional material - click on image for enlargement

But it was decided that "Baston Figurines" was not an adequate title for the line, Baston's name was too awkward for a much-used trade name. In 1939, Baston titled his line "Sebastian Miniatures," a name that now lives independently of its creator. During 1939, '40 and '41, Baston decided more pairs, traveled some with Carbone salesmen and established a production system in his Arlington basement. He employed up to six people in the morning and the same number in the afternoon to make rubber molds from master designs, cast figurines from the molds and clean them with a knife in preparation for painting. he discovered that the large figurine areas could be painted in a painter's home, eliminating his need for a larger studio. He also learned that miniature detailing of his figurines (eyes, lips, eyebrows) as popular among his buyers and this task could not be trusted to an experienced home painter. In 1939, Baston met and began courting Marjorie Keyes while Sebastian Miniatures continued to grow, both in numbers of subjects and in sales volume. Baston recalls that a buyer could purchase a dozen sets of pairs for twelve dollars. Baston designed a set of six birds in 1941 and "Secrets," a pair of kittens. Carbone had told him he needed figurines in the Sebastian line to compete with other animal figurine imports and Baston complied, but the experiment amounted to nothing. Baston designed a larger grouping of Christmas Nativity subjects, but that too was discounted in favor of his miniature people.

2) Daughters of the American Revolution

3) Wayland E-News

4) OPEB Advisory Committee

From: Donna Bouchard [donnabouchard@lfsourcing.com]

Sent: Saturday, March 14, 2015 11:51 PM

To: Turner, Richard

Subject: Lydia Maria Child Award

Hi Richard!

I am emailing to nominate the OPEB Advisory Committee for the Lydia Maria Child Award. Clifford Lewis, Jay Sherry, Kent George, David Gutschenritter and Maryanne Peabody took one of the most "hot button" issues in town and completed every one of the important tasks they were charged to address (below), all before their term expires on June 30th of this year.

Each one brought a unique perspective to the table, yet they were able to work through differences and develop a plan that will provide promised benefits for Wayland's current employees when they retire, without overtaxing residents. They also secured the much needed "buy in" of the public after confidence was lost due to prior issues with the amount and investment of the funds collected.

Kudos to this team of dedicated and supremely intelligent volunteers for a job very well done! Their ability to tackle such a tough issue with diplomacy and professionalism should be commended by all!

Thanks for your consideration,
Donna

5) Mary Antes,

Date: Tue, 14 Feb 2012 18:17:03 -0500
From: virginia@thesteels.com
Subject: Nomination for L.M. Child award
To: rickypt@verizon.net

I would like to nominate the most outstanding citizen of Wayland with whom I am acquainted: Mary Antes.

I do not know all of the ways in which Mary is working to make Wayland and the Wayland area better, but she has told me that her primary focus just now is on the Habitat for Humanity project and the celebration of Wayland's 375th birthday. Mary is Chair of Wayland's Housing Authority. Mary is the unofficial chair of the Coordinating Committee of the League of Women Voters of Wayland. She was the primary organizer of the League's recent popular forum on water supplies – worldwide, in our watershed, and in Wayland itself. Under her leadership, the Wayland LWV is also preparing for the 4th annual Wayland-Weston-Sudbury Civics Bee, which will take place in Wayland on March 25. Mary is also active on the River Stewardship Council, which coordinates conservation on the 29 miles of the Sudbury, Assabet and Concord Rivers that have received Federal "Wild and Scenic" designation. I suggest that you talk with others who can tell you more about all the aspects of life in and around Wayland that benefit from the quiet, efficient, gracious, generous and thoughtful work of Mary Antes.

Submitted by Ginny Steel on Feb. 14, 2012

6) Doosie Kahn

Date: Tue, 31 Jan 2012 09:07:13 -0500
From: roger@rhprmarketing.com
Subject: Re: Lydia Maria Child nomination
To: rickypt@verizon.net

Hi Richard,

I'd like to add another nomination:

Dossie Kahn, Assistant Director of Wayland's Youth and Family Services. Her quiet, confidential work has developed coping skills in countless Wayland teens that have enabled them to successfully weather personal struggles as she knits support networks of parents, school guidance counselors and physicians. Kids and parents alike appreciate her sincere and knowledgeable care.

Thanks again,
Roger

7) Katrein Vander Straeten

February 11, 2014

We are writing to renew our nomination of Katrien Vander Straeten for the 2014 Lydia Maria Child Award for recognition of her community work in the areas of conservation and sustainability and for her efforts to make connections among the citizens of Wayland. Katrien (or Kaat), a mom of one, moved to Wayland in 2008 with her husband Satra Ghosh. A student of philosophy by training, Kaat is all about resilience and adaptability and building a strong community. She believes that a town with many strong communal ties will be ready to adapt to changing circumstances, e.g. climate change and an unsustainable reliance upon fossil fuels. A big part of this is to ensure food safety by making eating and growing food ecologically sound and local once again. A natural organizer, she has been an agent of change at home, at her daughter's school, in her Wayland community, and most recently, nationally with her involvement with 350.MA.

AT HOME

She grows as much food as possible in her home garden, belongs to a CSA (Community Supported Agriculture) Farm, buys in season, and shops at the local farmers' markets. She has also, with a group of friends, bought fruit in bulk from local farmers and canned it. She has a hoop house for winter growing and keeps bees (now, three hives) for honey. On the energy front she keeps her home cool during the winter months and warm in the summer months. She has a fully insulated house and generates most of her heat from a super-efficient wood stove and wood harvested on her own property. Her family generates all their hot water needs with a solar hot water tank. Finally, Kaat and her family make electricity by harvesting the sun's energy with solar panels (new in 2011). You can follow her solar harvest online: <http://enlighten.enphaseenergy.com/public/systems/Tyt725743>

AT SCHOOL/IN THE COMMUNITY

Because such efforts cannot remain within the household level and still be effective, she started work at the school and community level by joining the Wayland Green Team and initiating [Transition Wayland](#).

TRANSITION WAYLAND

Kaat is the spark and inspiration behind Transition Wayland, a "co-founder" she says in April 2011, with people who want to respond to uncertain times with solutions and optimism. In a world awash with gloom, Transition seeks to tell a story of hope, ingenuity and people power. At bottom, it is "community building" for the early 21st century. From a first meeting in the Library's Raytheon Room in April 2011 this group has grown and celebrated its nine month life with the prescreening of a film, "In Transition 2.0", at the Senior Center on Feb. 2 2012, with

over 50 people present. Kaat introduced the movie by pointing out that Wayland was one of only 15 communities in the world to prescreen it before the official release at the end of March. The one-hour film shows neighbors helping neighbors move beyond fossil fuels and build a resilient and sustainable local economy and community in the face of climate change, peak oil and economic uncertainty. Kaat was also one of the main organizers of the very successful 2012 Earth Day Fair behind Wayland Town Building that drew a large crowd of sixty exhibitors and more than 400 visitors.

Several film screenings have taken place since, including a very highly-attended screening of "Chasing Ice" at Wayland High

School on April 26, 2013 that launched a unique multi-station celebration of Earth Day, chosen as one of the Top Ten events in 2013 per the Town Crier. She's responsible for designing this wonderful map for Earth Day 2013.



www.transitionwayland.org, the website designed and maintained by Kaat, is a dynamic and informative resource for our community. There one can find information about Wayland Walks, where we can celebrate our town's conservation efforts by systematically walking Wayland's trails, one by one exploring existing public Wayland pathways, including monthly full moon walks at the town's conservation areas. This is a project of TW, the Nature Chaplaincy Program of Mayan Tikal, the Peace Lutheran Church and Church of the Holy Spirit.

In 2013, Transition Wayland received a \$1000 seed grant from the New England Grassroots Environmental Fund (NEGEF for short) to raise that much again from the community; NEGEF will also act as TW's fiscal sponsor.

Another special project of Transition Wayland is BEElieve. Wayland BEElieve is a bee-enthusiast club to support beekeepers, exchange stories, educate the public about bees, help others in Wayland get started, and pool orders for bees and beekeeping supplies. The BEElieve group includes gardeners interested in using bees to pollinate and to improve flower, vegetable and fruit tree yields.

<https://groups.google.com/forum/#!forum/beelieve> is Kaat's google group and <http://blog.transitionwayland.org/projects/beelieve/> is her blog. Kaat gave a Great Presenters talk about bees and beekeeping at the Wayland Library last year.

A new project of Kaat's and Transition Wayland is at the Wayland Community Gardens; there they have two garden plots on which they will install a permaculture demonstration garden, like [the one at the Hannah Williams Playground](#). The edible yield will go to food pantries.

WAYLAND SCHOOLS' GREEN TEAM

Prior to starting Transition Wayland, Kaat was an active member of the Wayland Public Schools' Green Team, (www.waylandgreenteam.org) an organization started in January 2009 as a task force under then Superintendent of Schools Dr. Gary Burton to see how we could "green up" the schools. Kaat joined in October 2010 -- just in time to take a leadership role in planning Earth Day 2011 at the DPW and to help build large composting bins at Claypit Hill School where food scraps from the kitchen and cafeteria are "recycled" into garden soil. Kaat always came with a full and sophisticated set of carpentry tools in the back of her Volvo wagon. When school opened in September 2011, she was a consistent presence in the CHS cafeteria where she helped teach children how to separate recyclables from trash from compostables; total waste (that is, trash formerly sent to the landfill, now to the incinerator) was reduced by half due to composting and better recycling of plastics. Not only did she design and maintain the Green Team's website, she was building composting bins at Claypit and the Middle School. At Happy Hollow, where her daughter Amie is in third grade, Kaat worked with the principal, teachers, lunchroom staff and custodian to figure out ways in which recycling can be accelerated and improved there. And, in the fall of 2011, she led the effort to build six small raised bed gardens at Happy Hollow as well as working hard to fill them with compost and loam brought by the DPW. She plans on working with the teachers and their students in the gardens.

MORE

Kaat was the force behind the new Hanna Williams edible permaculture garden. She designed the space, coordinated with town departments and the DPW, and recruited community volunteers to create a beautiful addition to the playgrounds for children to enjoy. The perennial gardens and fruits will provide enjoyment for the children who use the garden for years to come.

Kaat was the catalyst behind Wayland's Solarize program. She wrote the proposal sent to the state that brought this program for efficient solar installation to our community. She acted as our town's solar coach, helping citizens to efficiently work with a chosen installer and navigate the paperwork to make solar a financial and environmental win/win for our community. With Solarize, Wayland more than tripled its number of installations, propelling it to first place for number of installations per 1,000 residents in mid-size municipalities, statewide. Thanks to her efforts, together with those of Anne Harris, 74 new solar arrays contribute nearly 660kw of clean power all over town. Even better, because we added systems that were much larger (on average 8.9 kw) our town came a long way in addressing our relative capacity issue. Local electricity producers can now provide each Wayland resident with 0.0657 kW (enough to power a 60 watt light bulb for 1 hour).

In November of 2013 Kaat, together with Bob Morrison, initiated the Metrowest node of 350.MA. Since then Kaat has been a major force in recruiting members to the organization. She serves as coordinator, outreach person, photographer, and media liaison. Just this past Monday, February 3, 2014, Kaat helped pull together almost 50 people in Wayland Center for a vigil to protest the Keystone XL pipeline.

CONCLUSION

Since 2008, when she moved to Wayland, Kaat has brought together groups of people from many different walks of life and communities to join together to share in the passion of our planet. She does not judge, but rather leads by example. She heads up and attends numerous

meetings per week, often with her young daughter in tow. Her efforts to inspire others is singularly responsible for the success of Transition Wayland and Wayland BEElieve.



Kaat with Happy Hollow students building raised bed gardens, fall 2011

We feel strongly that Kaat is a most deserving recipient of this award. Please feel free to contact us if you need more information.

Thank you.

Molly Faulkner 9 Bennett Road
Andrea Case 112 Old Connecticut Path
Christina Veal 8 Cottage Road
Sabine von Mering 6 Melville Place

8) Medical Reserve Corp. (CERT)

PUBLIC CEREMONIES COMMITTEE
Minutes of the meeting on March. 18, 2015

- 1) The meeting was called to order at 7:04 p.m.
In attendance: Richard Turner (RT), John Dyer, Lily Ho Schlafer (LH), and Richard Brisk (RB), Carl Bernardo (CB), Dennis Berry
- 2) Public comment: None..
- 3) Minutes of the March 4th meeting were approved without corrections.
- 4) Correspondence: None.
- 5) Old Business:
 - We discussed putting Christopher Shay's name on the memorial. Comments included:
 - We need evidence that he died while in Military Service.
 - The total cost of the engraving with the required insurance is \$979.00.
 - We do not have information on all those on the memorial.
 - Action Item CB:** Get information on Christopher Shay.
 - Action Item JD:** Collect information on all those named on the memorial.
 - We discussed the towns need for flags. Comments included:
 - Who will pay for and maintain flags at the N. & S. cemeteries.
 - Cost: \$1495/pole, \$900/installation, \$100/flag.
 - Action Item CB & RT:** Bring up buying and maintaining N. & S. cemetery flags at the Board of Public Works Meeting.
 - Action Item RT:** Talk with Stubby Kadlic about lighting the pole at Lakeview.
- 6) Old Business:
 - LMC award.
 - The past award winners were:

2009	Watchdog in the Public Interest (Margo Melnicove, et. al.).
2010	Gretchen Schuler.
2011	Barbara Sheffles.
2012	Donna Bouchard, Kim Cook, Kent George.
2013	HS Building Committee (Lea Anderson, et. al.).
2014	Albie Cincotti.
 - The group discussed each of the present nominees at length.
 - Prescott Woodbury (Woody) Baston.
 - Daughters of the American Revolution.
 - Wayland E-News,
 - Doosie Kahn,
 - Mary Antes,
 - Katrein Vander Straeten,
 - Medical Reserve Corp.
 - Action:**The committee unanimously voted to give this year's award to Katrein Vander Straeten.

- **Memorial Day: May 25th**
RT read through the list of tasks. The following is a list of the tasks assigned to various committee members.

RT: tables, chairs, podium, etc. award.

LH: Girl Scouts (Kathy Hodge).

JD: Speaker.

RT: MS and HS bands: Joe Orechuck.

The DAR and "Spread The Bread" are not invited to march this year.

RT: Board of Selectmen.

RT: Building use form.

LH: Counsel on Aging. (Julie Secord – ask them to clean the car)

CB: Police honor guard.

RT: Press release - Mary Ann.

RT: Keynote speaker.

CB: Color guard, Band, Rifle squad, Military vehicles.

RT: Chaplin of Natick Labs, Michael Griffith.

JD: Speaker for Gettysburg Address: Contact Alicin Maruguchi.

JD: Freedom prize.

RT: Portable sound system.

CB: Chief Irving.

CB: EMT

- **Purple Heart Community Action Item RT: Send the article "Upton to be designated Purple Heart Community" to the Board of Selectmen.**
Action Item RT: Speak to Mat Ching to determine the number of Purple Heart vets

Meeting adjourned at 8:58 p.m.

The next PCC meeting was set for Wednesday, April 15th at 7:00pm.

Respectfully submitted
Richard Brisk 3/29/2015

PUBLIC CEREMONIES COMMITTEE
Minutes of meeting on May 13, 2015

- 1) The committee meeting was called to order at 7:10 p.m.
In attendance: Richard Turner (RT), Lily Ho Schlafer (LH), Carl Bernardo (CB) and Richard Brisk (RB).
Guest: George Bernard (GB).
Absent: John Dyer (JD), Dennis Berry
- 2) Public Comments:
 - George Bernard gave an update on preparations for the Veterans Day celebration.
 - George Fullick, Jr. movie: Kevin Delaney, WHS Chair of History Dept., will show a 10 minute video of WWII veteran George Fullick.
 - Peter Gossels agreed to be MC.
 - GB will keep trying to contact Dan Patterson to be speaker.
- 3) Minutes of the April 15th meeting were approved without corrections.
- 4) Correspondence:
 - Mary Ann sent out invitations. As a result State Rep Alice Peisch, Senator Richard Ross and Rep. Carmine Gentile will be in the Wayland Memorial Day Parade.
 - Board of Selectmen letter ??
 - Mary Antes will be speaker. ??
 - CB repeated request to have Wayland become a Purple Heart Community.
- 5) Old Business:

Action Item RT: Contact Ray Hathaway about putting Mr. Shay's name on memorial.

 - Memorial Day, May 25, 2015. RT reported that
 - Joe Ducett has agreed to clean the cemeteries prior to Memorial Day.
 - We have a vehicle from the Framingham National Guard Armory for Memorial Day.
 - Mike Patterson will be Grand Marshal.
 - Captain St. Peire, Chaplin USAF will give the benediction.
 - Matt Leupold will be the Key Note Speaker.
 - Margaret Davies will recite the Gettysburg Address.
 - The Freedom Prize recipient has been decided by the judges.

Action Item RT: will meet with Kathy Hodge and Girl Scouts to talk about the significance of Memorial Day.
- 6) New Business:
 - Veterans Day, November 11, 2015.
GB report to the committee is covered in Public Comments above.

Meeting adjourned at 7:58 p.m.

The next PCC meeting was set for Wednesday, June 10th at 7:00pm.

Respectfully submitted
Richard Brisk 5/14/015

**PUBLIC CEREMONIES COMMITTEE
Minutes of September 16, 2015**

**Attendees: Richard Turner, Carl Bernardo, John Dyer, Dennis Berry
Guests: George Bernard, Randy Langer**

Chair called meeting to order at 7:00 p.m.

John Dyer announced invitation to National Defense University luncheon at Wayside Inn at Noon on Sept. 29 and dinner meeting at Constitution Museum on Oct. 1 at 6:30 p.m.

Minutes of April 15 meeting were read and accepted and will be sent to Town Clerk.

Chris Shay's name has been engraved on the Wayland Veterans Memorial and will be featured for Veterans Day. His mother will be invited but since she lives out of state her availability to visit is uncertain..

George Bernard reviewed his plans for the Veterans Day Program at the Trinitarian Congregational Church. Randy Langer, a retired USAF Major and Wayland resident will be the main speaker. Following the program and reception, the Town's ceremony will take place at Noon at the monument. Diane Warren of the local DAR will join us in laying a wreath at the Memorial.

The next meeting is scheduled for October 21 at 7:30 p.m. For those interested at dry run of the Veterans Day program will be held at TCC at 6:30 p.m.

The meeting ended at 8:20 p.m.

Respectfully submitted,

John C. Dyer, secretary pro temp

PUBLIC CEREMONIES COMMITTEE
Minutes of meeting on October 21, 2015

- 1) The PCC meeting started at the Trinitarian Church at 6:30pm. The venue was chosen to allow Randy Langer to give us a preview of his Veterans Day speech on "The Meaning of the Flag."
The comments were highly favorable. All present felt that Randy did an excellent job of detailing how a patriot views our nation's flag.
- 2) After the speech, the PCC moved to the Town Hall to continue the meeting at 7:13 p.m.
In attendance: Richard Turner (RT), Carl Bernardo (CB), Richard Brisk (RB), John Dyer (JD) and Dennis Berry
Guest: George Bernard (GB).
- 3) Old Business:
 - George Bernard went through the time line for Veterans Day celebration.
 - The review went from the start of the celebration to its end. It was a thorough review.
 - George passed around a poster he would like us to give to local merchants for posting (see pg. 2).
 - The committee is confident that the event will be a wonderful tribute to our veterans based on George's excellent record of organizing approximately 5 past Veterans Day celebrations at the Trinitarian Church.
 - The committee authorized George's budget "not to exceed \$1000."
- 4) Minutes of the May 13th meeting were approved without corrections.
- 5) New Business:
 - Care and upkeep of Wayland's Veterans Memorial:
RT told us that the Wayland Parks Division will maintain the memorial on a limited basis.

Meeting adjourned at 8:01 p.m.

The next PCC meeting was set for Tuesday, November 3rd at 7:00pm.

Respectfully submitted
Richard Brisk 11/2/015

WAYLAND SALUTES AMERICA'S VETERANS

Monday
November 11, 2015



Sponsored by:
Wayland Public
Ceremonies
Committee

Supported by:
Wayland Boy
Scouts of America

11:00 A.M. **Wayland Congregational Church**
53 Cochituate Road

- Keynote speech on "Patriotism and the Flag"
- Natick Labs Color Guard
- Documentary video on Wayland Veteran
- Patriotic music
- Refreshments

**12:00 P.M. Wayland Veterans Memorial
at Town Building**

Brief Service: Honor those who died while serving

ALL ARE INVITED TO ATTEND

PUBLIC CEREMONIES COMMITTEE
Minutes of meeting on November 3, 2015

- 1) The committee meeting was called to order at 7:05 p.m.
In attendance: Richard Turner (RT), John Dyer (JD), Carl Bernardo (CB) and Richard Brisk (RB).
Guest: George Bernard (GB). Not Present: Dennis Berry
- 2) Minutes of the October 21st meeting were approved without corrections.
- 3) Public Comments & Old Business:
 - George Bernard gave an extensive update on his preparations for the Veterans Day celebration at the Trinitarian Church.
 - He went over the schedule (see appendix) line-by-line and talked about each in detail. Highlights of the discussion included:
 - Comment on 10 minute movie of WWII veteran CPL George Fullick Jr. USMC: done by students of Kevin Delaney, WHS Chair of History Dept.
 - Peter Gossels agreed to be MC.
 - Safety issues- 1 policeman. GB will look for any suspicious items under stand before program.
 - Snacks and coffee.
 - The review was extremely well accepted.
 - The committee gave George applause to indicate both our complete confidence and appreciation for his hard work in organizing every detail of such a wonderful celebration.
- 4) New Business:
 - PCC vacancy.
RT mentioned that Steve Streeter as a possible candidate. No exceptions were raised.

Meeting adjourned at 8 p.m.

The next PCC meeting was set for Wednesday, Dec 2nd at 7:00pm.

Respectfully submitted
Richard Brisk 11/30/2015

Appendix

WAYLAND VETERANS' DAY PROGRAM
AT
TRINITARIAN CONGREGATIONAL CHURCH

November 11, 2015 – 10:00 A.M.

PRELUDE Veterans' History Quiz
Richard Turner, U.S. Navy (RET), WHS Class 1962
Boy Scouts of America

WELCOME C. Peter R. Gossels, Esq.,
Former Moderator of the Town of Wayland Master of Ceremonies

*POSTING OF COLORS U.S. Army Research Institute of Environmental Medicine Color Guard

*STAR SPANGLED BANNER TCC Trinitones

*PLEDGE OF ALLEGIANCE Boy Scouts of America

*INVOCATION Chaplain (COL) Paul Minor

RECOGNITION OF VETERANS John MacGillivray, Wayland Veterans Agent
Boy Scouts of America

BOY SCOUTS COMMUNITY SERVICE PROJECTS
Tom Kemper, Scout Master Troop 1 Wayland
Boy Scouts of America

ETERNAL FATHER STRONG TO SAVE Adam Kurihara

DOCUMENTARY PRESENTATION CPL George Fullick Jr., USMC
Mr. Kevin Delaney, Ethan Stavisky WHS Class 2016, Jimmy Lampert WHS Class 2016

* MY COUNTRY TIS OF THEE (Insert in bulletin) Adam Kurihara, verse 1

PATRIOTISM: A VETERAN'S PERSPECTIVE
Randolph N. Langer, (MAJ) U.S. Air Force (RET), WHS Class 1982

* GOD BLESS AMERICA TCC Trinitones

ANNOUNCEMENTS Chaplain (CPT) Christopher Ziegler

*MOMENT OF SILENCE

*AN IRISH BLESSING TCC Trinitones

*BENEDICTION Chaplain (CPT) Christopher Ziegler

*RETIRE THE COLORS
U.S. Army Research Institute of Environmental Medicine Color Guard

POSTLUDE

*Congregation Standing

Following the service, all are welcome to enjoy light refreshments in Phillips Hall.

At noon a brief ceremony will take place at the Wayland Veterans Memorial located behind the church to recognize Wayland residents who sacrificed their lives.

Take a journey through the life and times of Corporal George Fullick, Jr., WWII hero. Many thanks to Mr. Kevin Delaney and his US History students who created the documentary on the life and death of Corporal George Fullick, Jr. of Wayland. You may view the documentary on YouTube at:
<https://www.youtube.com/watch?v=qW7HmQT3Ni0>

11

Wayland Real Asset Planning Committee

December 30, 2015 – 7:00 PM

APPROVED 1/14/16

Present: Colleen Sheehan (presiding); Tom Abdella, Anette Lewis and Gretchen Schuler.

Call to Order: 7:07 PM

Public Comment. None.

Minutes The minutes for December 11, 2015 were approved as amended 4-0-0. The minutes for December 17, 2015 were approved as amended 3-0-1 (Mr. Abdella abstained).

Update of WRAP Meetings with Boards/Commissions. Responses to WRAP discussion questions were received from Conservation Commission and for Library Trustees via e-mail.

Planning of Group Meeting – January 6th. Representatives of the Library Trustees, Council on Aging, Council on Aging/ Community Center Advisory Committee, and Recreation Commission are able to attend the next WRAP meeting on January 6, 2016. The goal will be to discuss the synergies among the groups, meeting spaces needed/wanted, kinds of services and understand unique aspects of each group that cannot be combined with others. More than one group has expressed interest in lecture space, others in performance space. Can these types of programming be conducted in the same space?

There was a brief side discussion about need for Library Trustees to have control of parcel on which a new library may be built in time for the next grant cycle. The Library must submit a letter of interest in September at which point it must designate an address for the library and it must have control of that address. Thus if the study that it will be conducting in the near future recommends 195 Main Street – the old highway garage parcel – it must be in Library’s control. In addition Mr. Abdella mentioned that he had heard that Recreation is interested in the same parcel. This is an issue about which WRAP will eventually make a recommendation; however not in time for the warrant articles’ submissions on January 15, 2016. Therefore, it may behoove the library trustees to discuss now with Board of Public Works and submit one article with multiple parcels of which one can be transferred from controlling board to the library trustees should that parcel be the recommendation of the study. Ms. Schuler will check with Library Trustees to see what they plan to do about the timing of such requests.

The format of the January 6th meeting will be a charrette in which each invited group will brainstorm about a set of questions regarding needs/wants/potential building projects. The meeting will include: introduction (looking for way to accommodate all); break up into groups led by a WRAP member to respond to set of questions; reconvene for reports on groups’ discussions; and discussion and feedback on groups’ discussions.

Questions to ask will include: parking requirements, times of use, fees, types of programs. One example is that the library wants “maker space” to do 3-D printing and community center wants arts and crafts space. Is it the same type of space? Is there an overlap? Ms. Sheehan suggested giving “for example” after most questions. What are you using space for (quiet space, group discussions, etc.)? What types of space do you need (large group/small group, passive/active participation) and how often will you use it (per week/per month/day/evening)? What types of programs will you run and for which demographic (youth/teens/adults/seniors)? What will be the hours of operation and peak times? Are some fee-based programs? Is geographic location

important (central/neighborhood/disparate)? What types of administrative space do you need? What are your projections for additional staff for a new space?

Ms. Lewis will prepare and post the agenda and request use of Large Hearing Room. Ms. Schuler will prepare the questions based on discussion above. Ms. Sheehan will send agenda and list of questions to each group prior to the meeting. She also will ask Mr. Sarkisian to obtain four easels with pads of papers and markers. It was also noted that we need a map of town-owned land. Ms. Sheehan will ask Mr. Sarkisian to prepare a large map showing final parcels in Salt Shed study, DPW building study and Library study (August 2015).

Criteria Matrix. Mr. Abdella will work on restructuring Scoring Criteria sheets into four: Sheet 1 with Criteria, Factors, Weight columns; Sheet 2 with specifics columns; Sheet 3 for siting matrix (use Salt Shed report); and Sheet 4 with Instructions.

Other. It was noted that Mainstone is another large capital project that may come before the town at ATM 2016. Should WRAP run that through the project matrix when we begin to consider projects? No conclusion.

Members spent several minutes looking at list of town-owned land that Ms. Schuler had sent to Brendan Decker, GIS Specialist asking him to fast-track those parcels for updating database. Several were inappropriately on that list; Ms. Schuler will review list with town maps and refine to resend to Mr. Decker. There also was some discussion of the old landfill on the south side of Route 20 which is considered a liability. Picking up on what Ms. Sheehan had said at a previous meeting – that perhaps we should be looking for ways to turn a liability into an asset. Its proximity to the river and its former use are problematic.

With regard to discussions about a new library, Ms. Sheehan noted that when new sites and new building are discussed there is never a mention of use of the present library were the library to move. She believes that this must be a part of any library planning.

The FinCom will be looking for an appointee to WRAP. Ms. Lewis and Ms. Schuler have communicated with some regarding possibility. Mr. Abdella suggested that anyone interested send an e-mail to FinCom chair Nancy Funkhouser or attend meeting to express interest in Public Comment.

Next Meetings

January 6, 2016 (Wed.) 7:00 PM – Group Meeting - Charrette

January 14, 20, 27 at 7:30 PM

February 10 & 24 at 7:30 PM

The meeting adjourned at 9:50 PM following a 4-0-0 vote.

Respectfully submitted,

Gretchen G. Schuler

Wayland Real Asset Planning Committee

January 14, 2016 – 7:30 PM

Approved – 1/20/16

Present. Colleen Sheehan (presiding); Tom Abdella, Anette Lewis and Gretchen Schuler.

Also Present. Mary Antes, Jean Milburn, Bill Sterling.

Call to Order. The meeting was called to order at 7:30 PM.

Public Comment. Jean Milburn of the Council on Aging/Community Center Advisory Committee spoke briefly about Sudbury's and Lincoln's plans for combining Recreation programs and Council on Aging (COA). Sudbury plans to demolish part of its existing building to construct a large addition near the Fairbanks pool/gym site. Lincoln is in the planning process and has conducted five charrettes in which attendees voted on which site they thought the most suitable for a new center. Ms. Milburn gave the literature from both to Ms. Sheehan in order to make copies for WRAP.

Update from Board/Committee Outreach. Ms. Schuler summarized the Fire Chief's and Police Chief's response to the questions posed noting that storage is the number one concern of the Fire Chief Dave Houghton. He has concerns about all departments and believes that there should be a town-wide policy about storage and culling records and items. Since this topic has been raised by several different groups, WRAP committee members believe that WRAP should help to facilitate this dialogue after Annual Town Meeting (ATM).

Anette Lewis is waiting to hear from the Board of Public Works.

Minutes The December 30, 2015 minutes were approved as written by a vote of 4-0-0. The January 6, 2016 minutes were approved as amended by a vote of 4-0-0.

Charrette Meeting of January 6th Debrief. It was obvious that there are strong synergies between COA and Recreation in plans for COA/CC. The Library had been working with the COA; however the location (municipal pad) and site size proved to be insufficient for all and the Library's schedule changed due to the State grant program, so the Library ceased joint planning discussion with COA. In addition the question of what to do with the historic building still needs to be addressed.

The question of whether Library programs are free by choice of the Library or have to be free by State law has not yet been answered.

Anette Lewis looked at the responses of each of the four charrette groups to see if their answers had changed from the September Community Forum to the Charrette. She talked about the possibility of getting all onto one campus – having each group close together with room for expansion in the long-term future. This way spaces could be more interchangeable. She noted that we should be looking at large parcels. Ms. Lewis reviewed some large parcels with Alf Berry, Town Surveyor and proposed that we have a site visit with the four groups (COA, COA/CC, Library and Rec) and staff members of WRAP if possible to review Municipal parcel at Paine Estate (about 26 acres), 195 Main Street (former DPW site), the municipal pad at the new Town Center and the Town Building. There was some discussion about looking at other sites later such as Orchard Lane, Alpine Field, Claypit Hill School and Dow – Loker Recreation Area. Ms. Sheehan will invite the four groups and Nan Balmer, Town Administrator, Sarkis Sarkisian, Town Planner, and Brian Monahan, Conservation Director to site visits on Saturday January 23, 2016 meeting at Town Building at 10:15 AM. Ms. Schuler will get site maps for the sites from Survey Department (Alf Berry or

Brendan Decker). Also Rivers Edge parcel was discussed as it is unknown whether Economic Development Committee plans to pursue the current housing proposal there or not.

Even though much work has been done and good information provided there are still some basic unanswered questions such as: Does Recreation plan to be in two places? Is there any thought of centralized scheduling so that there will not be conflicts in space uses?

Ms. Sheehan stated that it is not too soon to start to act as one community even if we do not know where the real estate will be located. In this vein, it was noted that Barb Fletcher, Chair of School Committee recently asked the School's Business Manager to have the Wayland School Community Programs staff see if there are overlaps with programs of the Recreation Department.

General Discussion of How to Proceed. The issue of the large funding requests that are coming before the Town in the next three years was discussed. The early identified projects are: Mainstone (\$12 million), COACC (\$7 million), Library (\$9.7 million). This does not include any Recreation field requests or action on the present Town Building or Schools upgrading requests. Tom Abdella explained that the debt load policy has been 10% of operating budget. He told of policies in other towns such as Concord at 12% and Weston recently increased to over 10%. All of these items and issues must be taken into account in a Strategic Plan. It was noted that we should ask Ben Keefe, Facilities Director to come to a meeting to give us an update on Town Building and other issues that may be unknown to us.

WRAP needs to understand:

- o Overlaps of existing projects
- o Define list of large town-owned parcels
- o List of costs (\$s) in capital arena – capital improvements, renovations, new construction.
- o Top \$ of capital requests for next 20 years and rolling availability of debt service.

Ms. Schuler will talk to Recreation Department about funds for new field construction.

Matrix Mr. Abdella sent new work sheets for scoring matrix which will be discussed at a future meeting. He had previously asked what makes a community appealing. Ms. Lewis had volunteered to ask some realtors. One responded that in Wellesley it seems to be a new senior center and town government changes. In Wayland it is the schools and open space. Generally Ms. Lewis was told that close proximity to Boston, recreational and cultural opportunities and sense of diversity were qualities that many would like in a new community. She was told that the largest hurdle in Wayland is the high tax rate. Concord, Dover, and Wellesley tax rate is lower than Wayland. Also other towns have teen centers, rinks and spacious libraries.

Ms. Lewis will post agenda for next meeting to include criteria, interim report, and members' reports. Ms. Lewis also will invite Ben Keefe to our meeting on January 20th or 27th.

Ms. Sheehan will invite groups to the site visit on January 23rd.

Next Meetings

January 20, 27 at 7:30 PM

February 10 & 24 at 7:30 PM

The meeting adjourned at 9:45 PM following a 4-0-0 vote.

Respectfully submitted,
Gretchen G. Schuler