

PACKET

MAY 16

2016



NAN BALMER
TOWN ADMINISTRATOR
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TOWN OF WAYLAND

41 COCHITUATE ROAD
WAYLAND, MASSACHUSETTS 01778

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

BOARD OF SELECTMEN
Monday, May 16, 2016
Wayland Town Building
Selectmen's Meeting Room

Proposed Agenda

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

- 7:00 pm 1.) Call to Order by Chair
- Announcements; Review Agenda for the Public
- 7:02 pm 2.) Public Comment
- 7:10 pm 3.) Enter into Executive Session Pursuant to Massachusetts General Laws Chapter 30 A, Section 21(a)(6), to Consider the Purchase, Exchange, Lease or Value of Real Property Relative to the Town Center Municipal Parcel, and to Discuss the Exchange, Lease or Value of Real Estate in regard to 4 and 8 Sycamore Road; and Pursuant to Massachusetts General Laws Chapter 30 A, Section 21(a)(3), to Consider Potential Litigation regarding Bernstein et al v. Wayland Planning Board et al, and to Discuss Strategy with Respect to Pending Litigation regarding 150 Main St, LLC, Plaintiff, v. Wayland Zoning Board of Appeals, and to Discuss Strategy with Respect to Healthcare in regard to the AFSCME Clerical Union, the AFSCME Professional Union, the Teamsters, the Library Association, the Police Union, the Fire Union, the Wayland Teachers Association, the Wayland Educational Secretarial Association, the School Custodians Union, and the Food Service Association; and to Discuss Strategy with Respect to Collective Bargaining pertaining to the Police Union, known as the New England Police Benevolent Association, Inc., Local 176 and the Fire Union, known as Local 178 of the IAFF, AFL/CIO, and the School Custodians Union; and to Discuss Strategy with Respect to Collective Bargaining relating to a Step 3 Police Grievance; and pursuant to Massachusetts General Laws Chapter 30A, Section 21(a)(2) to Conduct Strategy Sessions in Preparation for Negotiations with Non-union Personnel or to Conduct Collective Bargaining Sessions or Contract Negotiations with the Town Administrator; and Pursuant to Massachusetts General Laws Chapter 30A, Section 21(a) 7, to Review and Consider for Approval the Potential Release of the Following Minutes Pertaining to these Subjects, because a Public Discussion of Pending Litigation and Collective Bargaining will have a Detrimental Effect on the Bargaining, Negotiating, or Litigating Position of the Town:

BOARD OF SELECTMEN
Monday, May 16, 2016
Wayland Town Building
Selectmen's Meeting Room
Proposed Agenda Page Two

APPROVE AND RELEASE: November 5, 2012, May 6, 2013, August 26, 2013, January 27, 2014, March 30, 2015, July 27, 2015, February 9, 2016, and March 7, 2016

APPROVE AND RELEASE WITH REDACTIONS: October 2, 2013, February 24, 2014, February 3, 2015, May 18, 2015, June 24, 2015, October 19, 2015, December 14, 2015, January 25, 2016 and May 2, 2016

APPROVE AND HOLD: November 2, 2015, November 16, 2015, February 22, 2016, March 21, 2016, April 11, 2016, and April 19, 2016

- 8:20 pm 5.) Vote to Approve and Release the Executive Session Minutes of November 5, 2012, May 6, 2013, August 26, 2013, January 27, 2014, March 30, 2015, July 27, 2015, February 9, 2016, and March 7, 2016; Vote to Approve and Release With Redactions the Executive Session Minutes of October 2, 2013, February 24, 2014, February 3, 2015, May 18, 2015, June 24, 2015, October 19, 2015, December 14, 2015, January 25, 2016, and May 2, 2016; Vote to Approve and Hold the Executive Session Minutes of November 2, 2015, November 16, 2015, February 22, 2016, March 21, 2016, April 11, 2016, and April 19, 2016
- 8:25 pm 6.) Review and Approve Minutes for March 21, 2016, March 23, 2016, March 28, 2016, April 4, 2016, April 7, 2016, and April 11, 2016
- 8:35 pm 7.) Update and Discussion on the Process to Produce, Review and Approve Minutes
- 8:45 pm 8.) Review and Approve Consent Calendar (See Separate Sheet)
- 8:50 pm 9.) Review Correspondence (See Separate Index Sheet)
- 9:00 pm 10.) Report of the Town Administrator
- 9:10 pm 11.) Selectmen's Reports and Concerns
- 9:20 pm 12.) Topics Not Reasonably Anticipated by the Chair 48 Hours in Advance of the Meeting, If Any
- 9:25 pm 13.) Adjourn

DATE: MAY 13, 2016
TO: BOARD OF SELECTMEN
FROM: MARYANN DINAPOLI, EXECUTIVE ASSISTANT
RE: REGULAR SESSION MINUTES

REQUESTED ACTION:

VOTE TO APPROVE AND RELEASE THE BOARD OF SELECTMEN MINUTES OF

- March 21, 2016
- March 23, 2016
- March 28, 2016
- April 4, 2016
- April 7, 2016
- April 11, 2016



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Board of Selectmen Meeting Minutes March 21, 2016

Attendance: Lea T. Anderson, Mary M. Antes, Cherry C. Karlson

Absent: Joseph F. Nolan

Also Present: Town Administrator Nan Balmer

A1. Open Meeting and Enter into Executive Session with Representatives of the Planning Board and the Board of Public Works pursuant to Massachusetts General Laws Chapter 30A, Section 21(a)(3), to Discuss Strategy with Respect to Pending Action regarding Bernstein, et al v. Planning Board

At 6:46 p.m., C. Karlson moved, seconded by M. Antes, that the Board of Selectmen enter into executive session pursuant to Massachusetts General Laws Chapter 30A, Section 21(a)(3), to discuss strategy with respect to a pending action regarding Bernstein, et al v. Planning Board. The Chair declares that a public discussion of this matter may have a detrimental effect on the litigating or negotiating position of the Town. Roll call vote: YEA: L. Anderson, M. Antes, C. Karlson. NAY: none. ABSENT: J. Nolan. ABSTAIN: none. Adopted 3-0. Chair C. Karlson invites attendance by Town Administrator Nan Balmer, Town Counsel Mark Lanza, Chair of the Board of Public Works Chris Brown, Member of the Board of Public Works Michael Lowery, Planning Board Associate Member Nicole Riley, Town Planner Sarkis Sarkisian, Police Chief Robert Irving, and Executive Assistant MaryAnn DiNapoli. The Board will reconvene in open session in approximately fifteen minutes.

The Board returned to open session at 7:08 p.m.

A2. Call to Order by Chair Chair C. Karlson called the open meeting of the Board of Selectmen to order at 7:09 p.m. in the Selectmen's Meeting Room of the Wayland Town Building and noted the meeting will likely be broadcast and videotaped for later broadcast by WayCAM. C. Karlson said the warrants for the Annual Town Meeting are in the mail, and the Moderator's Forum will be held on Wednesday, March 23, in the Wayland Town Building. L. Anderson said the Wayland Cleans Up program will take place on April 2, 2016.

A3. Public Comment Linda Segal, 9 Aqueduct Road, said she was disturbed by the trial of Stephen Cass on March 17, because tax dollars were spent to prosecute an innocent man and an educator. She requested three things: the amount of town funds spent from October 26 through the end of the trial; an assurance that town-wide procedures are put in place for employees that are respected and followed; and an on-the-record apology is made to Stephen Cass. Cynthia Hill, 54 Orchard Lane, agreed; she noted the number of police officers in court, and she said the town case was not well prepared. She said the town employees who were subpoenaed to court and were not present were in violation of the law.

A4. Interview and Potential Vote to Appoint Jack Carr to the Surface Water Quality Committee for a Term to Expire on June 30, 2018 Jack Carr appeared before the Board to interview for an appointment to the Surface Water Quality Committee. He reviewed his background and his interest in serving on the committee. M. Antes suggested he may also be interested in the opening on the Cochituate Park Advisory Committee, and M. Lowery noted that the committee charge had been changed and the opening is no longer available. Member discussed the bodies of water in Wayland, grant applications, and the possibility of posting overhead drone videos of Wayland's water features. M. Antes moved, seconded by L. Anderson, to appoint Jack Carr to the Surface Water Quality Committee for a term to expire on June 30, 2018. YEA: L. Anderson, M. Antes, C. Karlson. NAY: none. ABSENT: J. Nolan. ABSTAIN: none. Adopted 3-0.

A5. Vote to Sign Annual Town Meeting Warrant L. Anderson moved, seconded by M. Antes, that the Board of Selectmen sign the warrant for the April 2016 Annual Town Meeting. YEA: L. Anderson, M. Antes, C. Karlson. NAY: none. ABSENT: J. Nolan. ABSTAIN: none. Adopted 3-0.

A6. Vote to Set Compensation for Election Workers Beth Klein, Town Clerk, appeared before the Board to request an increase in the compensation for election workers. She said the request is for the FY17 budget, and is in the budget. M. Antes moved, seconded by L. Anderson, to set non-employee compensation for election workers as follows: \$10.00/hour for inspectors, night tellers, ballot box workers and all training sessions; \$10.50/hour for clerks; and \$11.00/hour for wardens. YEA: L. Anderson, M. Antes, C. Karlson. NAY: none. ABSENT: J. Nolan. ABSTAIN: none. Adopted 3-0. In regard to the Consent Calendar item regarding the reappointment of a registrar, C. Karlson requested that a notice be sent to the Republican and Democrat town committees to solicit volunteers, and proof that the applicant has the necessary qualifications. B. Klein said she will withdraw the request and submit it again in 45 days.

A7. Meet with Finance Director and Treasurer to Discuss Investment of OPEB Funds in Massachusetts Pension Reserves Investment Trust (PRIT) The Board was joined by Finance Director Brian Keveny and Treasurer/Collector Zoe Pierce to discuss the investment of OPEB funds in PRIT. B. Keveny said the final report of the OPEB Advisory Committee made recommendations for long-term investments, which included appointing a group of residents to invest the funds, or investing the funds in PRIT, the state agency. He said the consensus was that the best option is PRIT, as it offers an opportunity to take part in a wide range of investments, which the town couldn't access without substantially more funds. He said the advantages of PRIT also include its longevity, its oversight board, up-to-date reporting and reasonable fees. He said it will be beneficial to the town's rating with Moody's and the audit process. L. Anderson asked if the town had the ability to move out of PRIT and do something different in a few years; B. Keveny said yes. Cliff Lewis, 33 Claypit Hill Road, and Chair of the OPEB Advisory Committee, said his committee examined PRIT. He said the drawbacks were minimal and there were many advantages; he said PRIT has a good long-term track record. C. Karlson advised the Board to direct any questions to the Town Administrator. She said the Board must vote by April 4, or wait until June.

A8. Meet with Energy Initiatives Advisory Committee; Potential Vote to Approve Project and Authorize Town Counsel to Review Contracts for Streetlight Project The Board was joined by Ellen Tohn and Bill Huss of the Energy Initiatives Advisory Committee, and Facilities Director Ben Keefe. Julia Allman from Tanko Lighting joined the meeting via telephone. E. Tohn said the goal is to get the approval of the Board to go forward with the project. C. Karlson said the reasons to convert include improved technology, better lit streets, fewer outages, the strengthening of the green community commitment, and cost savings. B. Huss explained that the town can buy the streetlights from Eversource for \$1, then retrofit them with LED technology; he said the town will use Tanko Lighting to take them through the process. J. Allman provided background information on Tanko Lighting and described the services that they will provide during the conversion to LED. She discussed the quality of the lighting, and said they are compliant with the dark skies initiative. She said energy usage will be reduced by 2%, with an estimated energy savings over twenty years of \$1.9 million, and a payback of the cost of the installation in less than two years. She recommended lease purchase financing because it does not impact capacity against debt, allows the town to be cash flow positive, and would not require approval by Town Meeting. B. Keefe said it provides the town an opportunity to take advantage of the latest technologies, and the savings will be seen in the budget in a separate line item. It was the consensus of the Board to continue the project and have Town Counsel review the contracts.

A9. Vote to Authorize the Application for a Massachusetts Historical Commission Grant for Restoration of Stone's Bridge and to Authorize the Board Chair and Town Administrator to Execute

Documents and Authorize the Town Administrator to Act as Local Project Coordinator The Board was joined by Elisa Scola, Chair, Historical Commission, to review the application for the restoration of the Stone's Bridge grant. M. Antes moved, seconded by L. Anderson, to authorize Town Administrator Nan Balmer and Chair Cherry Karlson to execute any necessary documents for the application for a Massachusetts Historical Commission Grant for Restoration of Stone's Bridge, and also to authorize the Town Administrator to act as the Local Project Coordinator. YEA: L. Anderson, M. Antes, C. Karlson. NAY: none. ABSENT: J. Nolan. ABSTAIN: none. Adopted 3-0.

A10. Review Open Meeting Law Complaint Dated March 10, 2016, and Discuss Response The Board reviewed the Open Meeting Law complaint of March 10, 2016, and a draft response. C. Karlson said there is no law regarding the timeliness of minutes, but requested that a draft plan be in place by April 4. She noted the workload during this time of year, and said the Board is trying to practice good government. N. Balmer said that more resources are needed, and the Board discussed the cost and the impact on the budget. C. Karlson said she spoke to J. Nolan, and he supported the draft response letter. L. Anderson moved, seconded by M. Antes, to authorize the Chair of the Board of Selectmen to make edits to letter regarding Open Meeting Law complaint of George Harris and send it to the Attorney General. YEA: L. Anderson, M. Antes, C. Karlson. NAY: none. ABSENT: J. Nolan. ABSTAIN: none. Adopted 3-0.

A11. Discuss Annual Town Meeting Issues: Discuss Selectmen's Warrant Hearing, Moderator's Hearing, Motions and Motion Assignments The Board reviewed Annual Town Meeting issues and assigned members to motions. N. Balmer said she will review the motions with the Town Moderator, insert the motion assignments, and post the revised motions on the website.

A12. Discuss and Potential Vote on Special Town Meeting Date C. Karlson reported on a meeting with the Town Clerk to determine a date for a fall Special Town Meeting that will not interfere with the November election. M. Antes moved, seconded by L. Anderson, to schedule a Special Town Meeting for Tuesday, November 16, 2016, at the Wayland High School Field House at 7:00 p.m. YEA: L. Anderson, M. Antes, C. Karlson. NAY: none. ABSENT: J. Nolan. ABSTAIN: none. Adopted 3-0.

A13. Review and Approve Consent Calendar (See Separate Sheet) M. Antes moved, seconded by L. Anderson, to approve the consent calendar with the exception of item 4, the reappointment to the Board of Registrars. YEA: L. Anderson, M. Antes, C. Karlson. NAY: none. ABSENT: J. Nolan. ABSTAIN: none. Adopted 3-0.

A14. Review Correspondence (See Separate Index Sheet) The Board reviewed the week's correspondence. L. Anderson said there were two major events in regard to the Minuteman School issue: the Commissioner of Education approved the new agreement on March 11, and the Minuteman School Committee voted to approve the debt for the new high school on March 15. N. Balmer said the Special Counsel recommended writing a letter to the Minuteman School Committee, confirming the town's understanding of its status relative to the debt, and that by passing over the article at Annual Town Meeting, the town is not jeopardizing the project. L. Anderson said the Commissioner of Education ruled that assessments have to be based on the new agreement, which creates an additional approximate cost of \$24,000. C. Karlson asked that the Facilities Director be advised of the Board of Health concern regarding the proximity of the solar panels at the Middle School to a burn dump.

A15. Report of the Town Administrator N. Balmer said the Carroll School is considering the purchase of 45 Waltham Road, and she reviewed the town's interest in the property, including a historic structure, its proximity to town property, and the potential loss of property taxes. She said the finance department heads

have been discussing the use of a community compact grant to do an evaluation of procedures, but in the meantime, they have requested that the Collins Center provide preliminary proposals regarding procedures, the budget process and an organization/form of government study. She said the Treasurer is revising procedures regarding the turnover of departmental receipts. She said John Senchyshyn has provided information regarding an FY17 increase in the cost to the town for employee life insurance of \$3,500.

A16. Selectmen's Reports and Concerns M. Antes reported on a MetroWest Collaborative meeting; she discussed their staffing, the revised assessment to the town, and legislative initiatives in member towns. L. Anderson said the Suburban Coalition is asking towns to support a resolution on Chapter 70 funding, and she forwarded the request to the School Committee. C. Karlson asked for an update on the open space plan, and the opinion from Bond Counsel as to whether the town could borrow to build on leased land. She said she met with Frank Dougherty of Twenty Wayland LLC on Friday, March 11, along with Town Planner Sarkis Sarkisian and Conservation Administrator Brian Monahan, to review outstanding items in regard to the town center project. She said the Order of Conditions from the Conservation Commission is still outstanding, and will be on the March 31 agenda. Other outstanding items include an update from the Board of Assessors on rebates, a financial reconciliation with the development agreement, and additional testing on municipal parcel.

A17. Topics Not Reasonably Anticipated by the Chair 48 Hours in Advance of the Meeting, If Any
The Chair said, "I know of none."

A18. Adjourn There being no further business before the Board, M. Antes moved, seconded by L. Anderson, to adjourn the meeting of the Board of Selectmen at 9:23 p.m. YEA: L. Anderson, M. Antes, C. Karlson. NAY: none. ABSENT: J. Nolan. ABSTAIN: none. Adopted 3-0.

Items Distributed for Information and Use by the Board of Selectmen at the Meeting of March 21, 2016

1. Email of 3/5/16 from Fred Knight, Wastewater Management District Commission, to Nan Balmer, Town Administrator, re: Wastewater Documents on February 22, 2016 Meeting
2. Email of 3/10/16 from George Harris to Board of Selectmen re: Open Meeting Law Complaint
3. PowerPoint Presentation from Energy Initiatives Advisory Committee, Wayland Streetlighting, Preliminary Discussion of LED Retrofit Opportunity

Items Included as Part of Agenda Packet for Discussion During the March 21, 2016, Board of Selectmen's Meeting

1. Letter of Interest from Jack Carr, 3/15/16, for Appointment to the Surface Water Quality Committee
2. Memorandum of 3/21/16 from John Senchyshyn, Asst. Town Administrator/Human Resources Director, re: Compensation for Election Workers
3. PRIT Presentation to the Town of Wayland re: Overview of the State Retiree Benefits Trust Fund and Pension Reserves Investment Trust, March 14, 2016
4. Presentation from Energy Initiatives Advisory Committee, Wayland Streetlighting
5. Draft Letters to Massachusetts Historical Commission re: Support of Preservation of Stone's Bridge, Support for National Register, and Permanent Preservation Restriction
6. Annual Town Meeting, April 7, 2016, List of Articles and Draft Motions
7. Draft Letter of Response to Massachusetts Attorney General re: Open Meeting Law Complaint filed by George Harris, March 10, 2016
8. Town Administrator's Report for the Week Ending March 18, 2016



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Board of Selectmen Meeting Minutes March 23, 2016

Attendance: Lea T. Anderson, Cherry C. Karlson, Joseph F. Nolan

Absent: Mary M. Antes

Also Present: Town Administrator Nan Balmer

A1. Call to Order by Chair Chair C. Karlson called the open meeting of the Board of Selectmen to order at 7:30 p.m. in the Wayland Town Building.

A2. Attend Moderator's Forum The Board attended the Moderator's Forum in the Senior Center of the Wayland Town Building.

A3. Adjourn There being no further business before the Board, J. Nolan moved, seconded by L. Anderson, to adjourn the meeting of the Board of Selectmen at 8:50 p.m. YEA: L. Anderson, C. Karlson, J. Nolan. NAY: none. ABSENT: M. Antes. ABSTAIN: none. Adopted 3-0.

Items Included as Part of Agenda Packet for Discussion During the March 23, 2016, Board of Selectmen's Meeting

1. None

Items Distributed for Information and Use by the Board of Selectmen at the Meeting of March 23, 2016

1. None



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Board of Selectmen Meeting Minutes March 28, 2016

Attendance: Lea T. Anderson, Mary M. Antes, Joseph F. Nolan

Absent: Cherry C. Karlson

Also Present: Town Administrator Nan Balmer, Assistant Town Administrator/Human Resources Director John Senchyshyn

A1. Call to Order by Chair Vice Chair M. Antes called the open meeting of the Board of Selectmen to order at 7:00 p.m. in the Large Hearing Room of the Wayland Town Building and noted the meeting will likely be broadcast and videotaped for later broadcast by WayCAM. L. Anderson said the Wayland Cleans Up program will take place on April 2, 2016. J. Nolan said the Town Elections are Tuesday, April 5. M. Antes read a public health report from the Massachusetts Department of Public Health regarding the breast cancer incidence in Wayland; the report found no link between cancer incidents and contamination sites. She said the Community Preservation Committee will hold a public hearing on March 30 in the Wayland Town Building.

A2. Public Comment Linda Segal, 9 Aqueduct Road, thanked the Board of Health for its follow-up regarding the incidence of breast cancer. She said the comparison of the Wayland Town Meeting to the Concord Town Meeting at a previous meeting was not accurate, as Concord has fifteen members on its Finance Committee and they begin their budget guidelines in July. She said the handout being distributed that evening regarding the Municipal Parcel has no attribution. George Harris, 8 Holiday Road, asked the Board if it planned to address the prosecution of former school employee Stephen Cass, and he called on the Board to begin a public investigation into the conduct of the police and school departments. He cited the March 22 Boston Globe news article regarding the incident, and said there will be legal ramifications.

A7. Review Correspondence (See Separate Index Sheet) The Board reviewed the week's correspondence. Members noted the correspondence regarding the Carroll School, and said the issue will be on a future agenda.

A3. Annual Town Meeting Warrant Hearing At 7:15 p.m., M. Antes opened the Annual Town Meeting warrant hearing. The Board was joined by Town Counsel Mark Lanza and Town Moderator Dennis Berry. Anette Lewis, 33 Claypit Hill Road, asked if the capital requests on page 9 relate only to budget items and not articles. Nancy Funkhouser, Chair, Finance Committee, said yes. L. Segal asked the Finance Committee to identify the plan for the funding of Article 21 in the capital plan. N. Funkhouser said the \$12.8 million capital request came from the Facilities Department, and the outer year requests have not been formally presented or approved by the Finance Committee. A. Lewis noted a typographical error on page 15. A. Lewis said the septage expense of \$68,614 on page 18 is not a current year transfer. Brian Keveny, Finance Director, said that on page 25, the FY 17 Spending Limit for Recreation should be changed from \$585,000 to \$583,000. A. Lewis said that in Article 7, there is no mention of the need to report receipts and expenditures for the last year and the current year through December, according to the statute for revolving accounts. A. Lewis said that on page 35, there is no line item for the transfer station. N. Funkhouser said the transfer station is a revolving fund. B. Keveny said the leaching expense is still under the landfill line item. David Watkins, Finance Committee, made corrections to the capital budget details on pages 41 through 54. D. Berry requested that an errata sheet be prepared for the Annual Town Meeting. A. Lewis questioned the reference

to parcel 28-020A on page 54. Sherre Greenbaum, Chair, Conservation Commission, said the connecting piece of land to Pelham Island Road is not included in the gift, and a map is in the appendix. J. Senchyshyn said that on page 60, the word "severance" should appear with a strikethrough. Ann Knight, Library Director, asked for clarification of the twenty years of service referenced on page 60. Mike Lowery, 120 Lakeshore Drive, in reference to page 66, asked how many parcels were to be transferred, and whether any further action by town meeting will be necessary. M. Lanza said there are three parcels, and if the article is passed by this town meeting, no further action is necessary. M. Lowery asked how long the authorization to transfer stays in effect. M. Lanza said it remains in effect until there is a town meeting vote to change it. L. Segal noted a typographical error on page 71. A. Lewis said that on pages 74-75, the commentary is misleading and the text does not match the motion. On page 76, she asked for a written legal opinion verifying the ability of the town to borrow funds for the construction of a building on leased land. M. Lanza said he has provided a written opinion which can be made public. L. Segal noted that on page 77, the Finance Committee vote is 3-1; she expressed concern that the vote did not include all the members. She requested a handout of the map for Article 21 at Annual Town Meeting. N. Funkhouser said that not all the Finance Committee members were available at the time of the vote, and they do not have plans to re-vote the articles. N. Balmer said that on page 96, the words "replace Middle School Replacement 7(3a)" should be "Middle School Roof Replacement." M. Lowery said that in Article 33 on page 96, it is only a portion of the parcel that is being transferred, not the entire parcel. N. Funkhouser agreed. Gordon Cliff, Finance Committee, said that on page 99 there is a redundant vote of the Board of Selectmen, and A. Lewis said there is also an error in the Finance Committee vote. Bill Steinberg, Finance Committee, said they will make the correction. A. Lewis asked if the FTE for the Council on Aging Project Coordinator of .51 on page 112 is benefits eligible; J. Senchyshyn said no. A. Lewis asked if the salary for the new Assistant Recreation Director will come from the general fund. J. Senchyshyn said yes, but noted the salary for the Program Coordinator will not. A. Lewis asked that the chart on page 128, the Due Diligence Study, be clarified for Annual Town Meeting. L. Segal asked for the amount spent for the alternative analysis, which is currently listed as zero. N. Balmer said the bill has not yet been received. A. Lewis requested that a clearer map of the Mainstone parcels be made available at the Annual Town Meeting. G. Cliff asked why the Finance Committee members are listed on page 133; he said it is not a responsibility of the Finance Committee. A. Lewis said she met with the Finance Director to provide her comments on the FTE's and inconsistent documents. She said she has repeatedly asked that the warrant be done more carefully, and has offered to proofread the warrant before it goes to press. She said the articles and the warrant should be well-prepared. D. Berry asked the Board to confirm that errata will be printed for the Annual Town Meeting. M. Antes said further information regarding the Annual Town Meeting can be found online on the town's website.

The warrant hearing was closed at 8:07 p.m.

A4. Annual Town Meeting: General Discussion The Board discussed the procedures for providing motions and slides at the Annual Town Meeting for audiovisual presentation.

A6. Review and Approve Consent Calendar (See Separate Sheet) L. Anderson moved, seconded by J. Nolan, to approve the consent calendar. YEA: L. Anderson, M. Antes, J. Nolan. NAY: none. ABSENT: C. Karlson. ABSTAIN: none. Adopted 3-0.

A8. Report of the Town Administrator N. Balmer said several town offices received correspondence from residents regarding the proposed Carroll School. She said she will acknowledge the correspondence for all offices; she also said she made an introductory call to the Carroll School Principal Steve Wilkins. She said the land use departments will discuss the project. The Board asked that the procedures be clarified for the public, and that a PILOT (Payment in Lieu of Taxes) be discussed with the potential buyer. N. Balmer

provided an update on the preparation of the Board of Selectmen minutes and the Recreation Memorandum of Understanding. She said the town and school departments that pay indirect costs will meet next week to review those costs with the Finance Director. She reviewed the Annual Town Meeting information on the website and the schedule for the November 2016 Special Town Meeting.

A9. Selectmen's Reports and Concerns J. Nolan said the Regional Transportation Authority is moving forward to complete the local natural gas facility. L. Anderson said the Suburban Coalition is requesting that Boards of Selectmen endorse a resolution calling for full funding of the Chapter 70 Foundation Budget Review Commission Recommendations, which found that funding has not kept pace with Special Education and insurance costs. M. Antes said the Metropolitan Area Planning Council is looking for candidates to serve on the council. J. Nolan said he is meeting with the District 3 Director of MassHighway on March 29, and he will ask about the status of Stonebridge Road and the paving of Route 20.

A4. Annual Town Meeting: General Discussion D. Berry reviewed the procedure for amending a motion and noted that it can be found in the Moderator's Rules and Regulations printed in the warrant. He reviewed his plans to expedite debate and said it will have no impact on the ability of the residents to participate.

A5. Discuss and Vote to Approve and Issue the Revised Rivers' Edge RFP The Board was joined by Jerry Heller and Rebecca Stanizzi of the River's Edge Advisory Committee, who reviewed the revised Rivers' Edge RFP and the procedures for the bidders. Members discussed senior housing and the impact of the fair housing law; she said a zoning change would be necessary, which would require a town meeting vote. She said the red-lined version will be available on the website. J. Heller reviewed the selection process, and R. Stanizzi explained the options for bringing in the water supply. J. Nolan moved, seconded by M. Antes, to approve and authorize the issuance of the revised Rivers' Edge RFP. YEA: L. Anderson, M. Antes, J. Nolan. NAY: none. ABSENT: C. Karlson. ABSTAIN: none. Adopted 3-0.

A10. Topics Not Reasonably Anticipated by the Chair 48 Hours in Advance of the Meeting, If Any
The Vice Chair said, "I know of none."

A11. Adjourn There being no further business before the Board, M. Antes moved, seconded by L. Anderson, to adjourn the meeting of the Board of Selectmen at 9:03 p.m. YEA: L. Anderson, M. Antes, J. Nolan. NAY: none. ABSENT: C. Karlson. ABSTAIN: none. Adopted 3-0.

Items Distributed for Information and Use by the Board of Selectmen at the Meeting of March 28, 2016

1. Public Comment, Linda Segal, re: Cass Trial, and Boston Globe Article of March 21, 2016, "In Wayland, an Example of Small-Town Injustice"
2. Press Release from the Wayland Board of Health, March 23, 2016, re: Breast Cancer Incidence in Wayland
3. Promotional Piece, "Will Wayland Design a Community Recreation Center? The Choice is Yours! Vote on Article 21"

Items Included as Part of Agenda Packet for Discussion During the March 28, 2016, Board of Selectmen's Meeting

1. Motions for 2016 Annual Town Meeting
2. Town Administrator's Report for the Week Ending March 25, 2016



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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 Meeting Minutes April 4, 2016

Attendance: Lea T. Anderson, Mary M. Antes, Cherry C. Karlson, Joseph F. Nolan

Also Present: Town Administrator Nan Balmer

A1. Call to Order by Chair Chair C. Karlson called the open meeting of the Board of Selectmen to order at 7:01 p.m. in the Selectmen's Meeting Room of the Wayland Town Building and noted the meeting will likely be broadcast and videotaped for later broadcast by WayCAM. M. Antes said the Massachusetts Department of Revenue has begun the 2016 tax amnesty program and it will be open until May 31, 2016. She said the town elections are tomorrow, April 5, and the Annual Town Meeting begins on Thursday, April 7.

A2. Public Comment There was no public comment.

A9. Review and Approve Consent Calendar (See Separate Sheet) M. Antes moved, seconded by L. Anderson, to approve the consent calendar. YEA: L. Anderson, M. Antes, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 4-0.

A10. Review Correspondence (See Separate Index Sheet) The Board reviewed the week's correspondence. Members discussed the procedures for following up on a resident's concerns regarding the property at 249 Main Street.

A3. Hearing on Liquor License Violation, Coach Grill, 55 Boston Post Road At 7:10 p.m., Chair C. Karlson opened the hearing for a violation of Massachusetts General Law, Chapter 138 Section 34, regarding sale of liquor to underage persons, and for violation of the Wayland Board of Selectmen's Rules for Provision and Consumption of Alcoholic Beverages for not possessing a TIPS certification roster on premises at the Coach Grill. C. Karlson reviewed the procedures for holding a hearing. The Board was joined by Police Chief Robert Irving, Sergeant Detective Jamie Berger, Director of Corporate Security for BBRG Maurice Delvendo, Attorney for BBRG Karen Simao, and Coach Grill Manager Hector Tovar. J. Berger described the events of February 25, 2016. K. Simao said the Coach Grill has not had a violation in its fifteen years of business in Wayland, and noted that the manager cooperated with the police. H. Tovar said he did not know the TIPS list had to be physically posted; he said he had it in the computer due to privacy concerns. It has now been redacted and has been posted. K. Simao said the Coach Grill has reviewed its procedures, conducted internal training, and reinforced their zero tolerance policy. She said Wayland is now a test site for internal compliance checks. R. Irving confirmed that the Coach Grill has passed all its compliance checks in the past. C. Karlson closed the hearing at 7:20 p.m.

The Board reviewed and discussed the recommendation of R. Irving. J. Nolan moved, seconded by M. Antes, to place the liquor license for the Coach Grill Restaurant, 55 Boston Post Road, on probation for a period of one year, commencing on April 4, 2016 and ending on April 4, 2017. During the period of probation, any violation of Massachusetts Liquor Laws, Chapter 138, or the rules supplement for "Provisions and Consumption of Alcoholic Beverages," will result in an automatic penalty of three days suspension of the liquor license for each separate violation. The licensee will also maintain a certification roster in an easily accessible location on premise. YEA: L. Anderson, M. Antes, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 4-0.

A4. Hearing on Liquor License Violation, Post Road Liquors, 44 Boston Post Road At 7:35 p.m., Chair C. Karlson opened the hearing for a violation of Massachusetts General Law, Chapter 138, Section 34, regarding the sale of liquor to underage persons on February 25, 2016, at Post Road Liquors. C. Karlson reviewed the procedures for holding a hearing. The Board was joined by Police Chief Robert Irving, Sergeant Detective Jamie Berger, Post Road Liquor owners Jack Recco and Michael Connell, and attorney for Post Road Liquors Karen Simao. J. Berger described the events of February 25, 2016. He noted that the package store had failed previous compliance checks on November 25, 2014, and July 8, 2008. K. Simao said that Post Road Liquors is a family-owned business that has been in Wayland for 41 years. She said the employee involved was terminated the same evening, and that more strenuous policies have been put in place. She noted that the TIPS list was posted as required. R. Irving emphasized the danger of alcohol being easily accessible to underage customers. C. Karlson closed the hearing at 7:57 p.m.

The Board reviewed and discussed the recommendation of the Police Chief. K. Simao requested that the suspension days be non-consecutive. J. Nolan moved, seconded by L. Anderson, that, for allowing the sale of alcohol to an underage person and violation of the terms of probation on February 25, 2016, the liquor license for Post Road Liquors, 44 Boston Post Road, Wayland, is hereby suspended for five days commencing on Sunday April 10, and continuing for five consecutive Sundays (April 10, April 17, April 24, May 1, and May 8, 2016). In addition, the liquor license of Post Road Liquors is placed on probation for a period of two years, commencing on April 4, 2016 and ending on April 4, 2018. During the period of probation, any violation of Massachusetts Liquor Laws, Chapter 138, or the rules supplement for "Provisions and Consumption of Alcoholic Beverages," will result in an automatic penalty of five days suspension of the liquor license for each separate violation. YEA: L. Anderson, M. Antes, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 4-0.

The Board discussed creating a policy for consistent penalties. K. Simao said she would be willing to work with the town to draft discretionary language, as she has worked with other towns on this matter. R. Irving said that WaylandCares is looking for an owner of a local package store to sit on a panel to discuss underage drinking. J. Recco said he would contact them.

A5. Meet with Paul Todisco, PRIT Senior Client Services Officer, Discussion and Potential Vote to Authorize Treasurer and Assistant Treasurer to Take All Required Actions to Invest the Wayland OPEB Trust Fund in State Retiree Benefits Trust or the Pension Reserves Investment Trust
The Board was joined by Paul Todisco of PRIT, Chair of the OPEB Advisory Committee Cliff Lewis, and Treasurer/Collector Zoe Pierce. N. Balmer said the Town Administrator and the Finance Director are responsible for managing the investments in the OPEB Fund, and the Treasurer acts as custodian of the fund. She said that over the last twelve months, the participants reviewed the options for the management of the funds, and now recommend investing in PRIT. P. Todisco provided an overview of the program. He noted that Wayland has been ahead of the curve in dealing with its pension liabilities. C. Lewis said there is a need to be prudent in town management, and the return offered by PRIT meets the target set by the OPEB Advisory Committee. P. Todisco said that PRIT mitigates risk through diversity of allocations. Board members discussed the ability to withdraw from PRIT, the fee, the long-term return of 9%, and the impact of politics on the fund. P. Todisco said the Board consists of professionals who compete with their peers for recognition, innovation, research, and cost control, and are insulated from political pressures. C. Karlson asked about the reporting the Board will receive; P. Todisco said there is a monthly newsletter, a performance report, and monthly details of capital accounts and fees. Z. Pierce said she is satisfied with the reporting. M. Antes moved, seconded by J. Nolan, that it be resolved, that the Treasurer and the Assistant Treasurer of the Town of Wayland be authorized to execute and deliver the Investment Agreement with State Retiree Benefits Trust in substantially the form presented to this meeting and attached hereto, to sign checks and wire OPEB

trust funds to SRBT or to the Investment Pension Reserves Investment Trust, or as it may otherwise be directed by SRBT staff, and to make withdrawals and investments and enter into such agreements and deliver such certificates as SRBT or the Pension Reserves Investment Management Board may direct and resolved, that the sum of \$12,387,625.25 be appropriated as the initial investment into the OPEB Trust Fund. This is an act of the meeting of the Board of Selectmen on April 4, 2016. YEA: L. Anderson, M. Antes, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 4-0. J. Nolan thanked everyone involved for their work.

A7. Discuss Any Annual Town Meeting Business, Final Discussion of Articles and Preparation of Board of Selectmen Roles The Board was joined by Town Counsel Mark Lanza to discuss legal issues in regard to the Annual Town Meeting. In regard to the decision to make current year transfers this year and not in other years, M. Lanza said this is a management issue; the town has to legal right to do so. In regard to the article, "Authorize the Transfer of 207, 195 and 193 Main Street to Library Trustees, Recreation Commission, and School Committee," he clarified the ownership and delineation of the three parcels. He said the current article is written so any board can transfer all or any part of the land for any purpose. He noted it is not unprecedented for Town Meeting to allow a transfer for more than one purpose and then decide later where the jurisdictional lines will go. In regard to the article, "Appropriate Funds for Design, Construction Documents and Bidding for a Proposed Council on Aging/Community Center at Wayland Town Center," he said the town can contract for design services for a building on land it doesn't own. He said he has issued an opinion to this effect and it has not changed; Bond Counsel also issued the same opinion. He said the Department of Revenue can issue a definitive opinion on municipal finance law if it becomes a court issue. Anette Lewis, 33 Claypit Hill Road, said she did not agree, and asked that her concerns be sent to Bond Counsel for an opinion. M. Lanza said that in regard to the article, "Appropriate Funds to Restore Cochituate Clock," the clock is owned by the town, and therefore does not violate the establishment clause of the Constitution. In regard to the article "Fund Glezen Lane Traffic Control Measures," he said the town has a legal obligation to proceed with the proposed construction, as there has been no decision in the litigation. C. Karlson noted that even if town meeting votes against the article, the court can order the town to provide funding. The Board discussed the use of eminent domain in the purchase of the Mainstone conservation restriction; M. Lanza said it is a friendly taking in order to clear title. J. Nolan asked for an opinion on the petitioners' article regarding access to Town Counsel. M. Lanza said that while it is legally sound, he has concerns about liability in regard to providing opinions on substantive legal issues. He said he will have an amended motion to provide clarification to the article, "Adopt Massachusetts General Laws Chapter 44, Section 53E ½ Revolving Accounts."

C. Karlson said motions have been assigned to movers. M. Antes said that Duane Galbi, 190 Stonebridge Road, has contacted Habitat for Humanity to advise them that he plans to make a motion to remove the capital budget item for the Stonebridge Water Main. She said Mike Lowery, Board of Public Works, is prepared to speak to the issue. C. Karlson said she has posted a meeting of the Board of Selectmen at 6:45 p.m. on Thursday, April 7, in the Wayland High School.

A6. Discussion and Potential Vote, Suburban Coalition Resolution on Chapter 70 School Funding L. Anderson said the School Committee voted two weeks ago to support the Suburban Coalition resolution on Chapter 70 School Funding, noting the funding has not kept pace with costs in special education and health insurance. L. Anderson moved, seconded by M. Antes, that the Board of Selectmen sign the Resolution Calling for Full Funding of the Foundation Budget Review Commission's Recommendations. YEA: L. Anderson, M. Antes, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 4-0.

A8. Discuss Plan for Timely Preparation of Minutes N. Balmer reviewed a plan for the preparation of minutes. She said that minutes will be prepared within sixty days of a meeting, and office staff will provide backup during busy times. The Board discussed the changes in Open Meeting Law requirements, and the standard for a reasonable timeframe.

A11. Report of the Town Administrator N. Balmer said she met with representatives of the Carroll School; they agreed to meet informally with the land use team in May and make a public presentation in June. She provided a summary of the legal fees paid in the Glezen Lane case. She reported on a legal opinion regarding sales for profit on town property, the hiring of an Executive Information Technology Director, residential political signage, recreation budgets, and the impact of the Mainstone Conservation restriction on property taxes. She reported on operational issues regarding the Wastewater Management District Commission, and she said she has received confirmation from the Minuteman School Committee that the town's understanding that it should take no action on the Annual Town Meeting Minuteman MSBA article is correct.

A12. Selectmen's Reports and Concerns J. Nolan reported on a meeting of the MetroWest Regional Transportation Authority Board of Directors. M. Antes said the Housing Authority, the Municipal Affordable Housing Trust Fund Board, and the River Stewardship Council were not in the 2015 Annual Town Reports. L. Anderson said that Sudbury Selectman Len Simon had contacted her regarding post-Minuteman planning; she said he suggested a collaboration to address common issues such as transportation.

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

A14. Adjourn There being no further business before the Board, L. Anderson moved, seconded by M. Antes, to adjourn the meeting of the Board of Selectmen at 10:20 p.m. YEA: L. Anderson, M. Antes, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 4-0.

Items Included as Part of Agenda Packet for Discussion During the April 4, 2016, Board of Selectmen's Meeting

1. Notice of Hearing for Coach Grill and Post Road Liquors, and Procedure for Liquor License Hearings
2. Resolution Calling for Full Funding of the Foundation Budget Review Commission's Recommendations, Suburban Coalition
3. Investment Agreement between SRBT Fund Board and Municipality with Attachments
4. Redlined Motions for the 2016 Annual Town Meeting
5. Memorandum of 4/4/16 from Nan Balmer, Town Administrator, to Board of Selectmen, re: Board Minutes
6. Town Administrator's Report for the Week Ending April 1, 2016

Items Distributed for Information and Use by the Board of Selectmen at the April 4, Meeting

1. Revised Powerpoint Presentation, Overview of the State Retiree Benefits Trust Fund and the Pension Reserves Investment Trust, April 4, 2016
2. Certification of the Vote of April 4, 2016, regarding the Investment Agreement with the State Retiree Benefits Trust
3. Interim Report of the Wayland Real Asset Planning (WRAP) Committee, March 29, 2016
4. Email of 3/25/16 from Rebecca Stanizzi, River's Edge Advisory Committee, to Nan Balmer, Town Administrator, re: Revised RFP, Revised LDA, Revised Design Guidelines



NAN BALMER
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BOARD OF SELECTMEN

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Board of Selectmen Meeting Minutes April 7, 2016

Attendance: Lea T. Anderson, Mary M. Antes, Cherry C. Karlson

Absent: Joseph F. Nolan

Also Present: Town Administrator Nan Balmer

A1. Call to Order by Chair Chair C. Karlson called the open meeting of the Board of Selectmen to order at 6:45 p.m. in the Wayland High School Field House. C. Karlson announced that Louis Jurist was elected as the new member of the Board of Selectmen.

A2. Public Comment Linda Segal, 9 Aqueduct Road, commented on a newspaper article that she said was signed by seven town officials and incorrectly attributed the clean-up of the Raytheon property to the developer. She also said that information about Annual Town Meeting articles was circulated without attribution to the author of the information.

A3. Discuss Any Annual Town Meeting Business C. Karlson said that, based on the inter-municipal agreement with Sudbury, she recommends holding the \$68,614 Current Year Transfer to be addressed at a future meeting. Her recommendation was based on the comment by Anette Lewis, 33 Claypit Hill Road, that the timing of the agreement with Sudbury did not require that the payment be made at this time.

M. Antes moved, seconded by L. Anderson, to amend the motion for Article 3 by omitting the septic expense of \$68,614. YEA: L. Anderson, M. Antes, C. Karlson. NAY: none. ABSENT: J. Nolan. ABSTAIN: none. Adopted 3-0.

A4. Topics Not Reasonably Anticipated by the Chair 48 Hours in Advance of the Meeting, If Any
The Chair said, "I know of none."

A5. Adjourn There being no further business before the Board, M. Antes moved, seconded by L. Anderson, to adjourn the meeting of the Board of Selectmen at 6:56 p.m. and reconvene in the Field House for the Annual Town Meeting. YEA: L. Anderson, M. Antes, C. Karlson. NAY: none. ABSENT: J. Nolan. ABSTAIN: none. Adopted 3-0.

Items Included as Part of Agenda Packet for Discussion During the April 7, 2016, Board of Selectmen's Meeting

1. None

Items Distributed for Information and Use by the Board of Selectmen at the Meetings of April 7, 2016

1. None



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BOARD OF SELECTMEN

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Board of Selectmen Meeting Minutes April 11, 2016

Attendance: Lea T. Anderson, Mary M. Antes, Cherry C. Karlson, Joseph F. Nolan

Also Present: Town Administrator Nan Balmer

A1. 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 Relating to a Step 3 Police Grievance At 6:02 p.m., C. Karlson moved, seconded by M. Antes, that the Board of Selectmen enter into executive session pursuant to Massachusetts General Laws Chapter 30A, Section 21a(3), to discuss strategy with respect to collective bargaining relating to a Step 3 Police Grievance. The Chair declares that a public discussion of this matter may have a detrimental effect on the bargaining or negotiating position of the Town. Roll call vote: YEA: L. Anderson, M. Antes, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 4-0. Chair C. Karlson invites attendance by Town Administrator Nan Balmer, Assistant Town Administrator/Human Resources Director John Senchyshyn, Police Chief Robert Irving, and newly elected Selectman Louis Jurist. The Board will reconvene in open session in approximately fifteen minutes.

The Board returned to open session at 6:22 p.m.

A2. Call to Order by Chair Chair C. Karlson called the open meeting of the Board of Selectmen to order at 6:23 p.m. in the Wayland High School Field House and reviewed the agenda for the public. She announced that Governor Baker had, earlier that day, signed into law the bill lifting the solar net metering cap. She said that if town meeting is completed tonight, there will be no Board of Selectmen meeting on Tuesday, April 12, and the next meeting will then be Tuesday, April 19.

A3. Public Comment Linda Segal, 9 Aqueduct Road, asked if any changes had been made to the motions. She said there has been no response to her public records request, and the ten-day deadline is today. C. Karlson said that Dr. Paul Stein, Superintendent of Schools, is coordinating a response from the town and the school.

A4. Review and Approve Consent Calendar (See Separate Sheet) M. Antes moved, seconded by L. Anderson, to approve consent calendar items 1 through 4. YEA: L. Anderson, M. Antes, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 4-0. M. Antes moved, seconded by J. Nolan, to approve consent calendar item 5, with edits to the minutes of January 11, 2016, and January 25, 2016. YEA: L. Anderson, M. Antes, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 4-0.

A5. Discuss Any Annual Town Meeting Business The Board discussed the next session of the Annual Town Meeting. C. Karlson said that she may ask the Recreation Commission to amend its motion for the article, "Field Renovations and 207/195 Main Street Feasibility Study," to separate the cost of \$150,000 into \$100,000 for field renovation and \$50,000 for a feasibility study. The Board discussed Article 31, "Fund

Glezen Lane Traffic Control Measures.” L. Anderson recused herself from debating or deliberating on the issue, as she is a resident of the Glezen Lane neighborhood. C. Karlson said that based on the reconciliation of the Town Center project gift funds, there is no need to fund the project from the general fund. It was the consensus of the Board to pass over Article 31.

A6. Topics Not Reasonably Anticipated by the Chair 48 Hours in Advance of the Meeting, If Any
The Chair said, “I know of none.”

A7. Adjourn There being no further business before the Board, M. Antes moved, seconded by L. Anderson, to adjourn the meeting of the Board of Selectmen at 6:40 p.m. and reconvene in the Field House for the Annual Town Meeting. YEA: L. Anderson, M. Antes, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 4-0.

Items Included as Part of Agenda Packet for Discussion During the April 11, 2016, Board of Selectmen’s Meeting

1. Consent Calendar for April 11, 2016

Items Distributed for Information and Use by the Board of Selectmen at the Meetings of April 11, 2016

1. None



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BOARD OF SELECTMEN

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

BOARD OF SELECTMEN
Monday, May 16, 2016
Wayland Town Building
Selectmen's Meeting Room
CONSENT CALENDAR

1. Vote the Question of Approving and Signing the Weekly Payroll and Expense Warrants
2. Vote the Question of Approving the Invoice for Town Counsel Mark J. Lanza for Services through April 30, 2016: \$10,266.57
3. Vote the Question of Approving a Letter of Commendation for Joseph Alexander Straube for becoming an Eagle Scout, Troop 1 Cochituate, for his Work in Building Handicapped Accessible Features at the Wayland Community Gardens
4. Vote the Question of Approving the Reappointment of Judith H. Ide to the Board of Registrars for a Three-Year Term Effective April 1, 2016, through April 1, 2019

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 - 4/30/2016

SUMMARY

FEE CALCULATION: 62.8 HOURS X \$160.00 PER HOUR =	\$10,048.00
DISBURSEMENTS (See below for detail)	218.57
TOTAL 4/30/16 INVOICE.....	<u>\$10,266.57</u>
AMOUNT PAYABLE FROM GENERAL FUND LEGAL BUDGET.....	<u>\$10,266.57</u>
AMOUNT PAYABLE FROM GENERAL FUND ECONOMIC DEVELOPMENT COMM. PROFESSIONAL SERVICES ACC'T	<u>0.00</u>

DISBURSEMENTS

4/2016	Postage	18.65
4/2016	FAXing (978) 369-9916 & (978) 261-5034	0.00
4/2016	Copying	19.50
4/8/16	Mileage: 44 @ \$.50 =	22.00
4/8/16	Parking	32.00
4/8/16	Tolls	5.00
3/22 & 25/16	Courier Serv.	121.42
	Total Disbursements	<u>\$218.57</u>

DiNapoli, MaryAnn

From: Laurel Whitehouse
Sent: Saturday, April 30, 2016 12:29 PM
To: DiNapoli, MaryAnn
Subject: Request for a letter of commendation

Hello MaryAnn,

I am writing to request a letter of commendation from the Town Selectmen for Joseph Alexander Straube, Troop 1 Cochituate's newest Eagle Scout.

Joseph completed his Eagle Scout service project at the Community Gardens . He and a team of volunteers built two raised garden beds for use by handicapped gardeners. They also repaired pot holes on the driveway in to the site, leveled the area around the existing raised bed and put down crusher run material to improve the wheelchair access to the raised beds.

Thanks for your help on this,
Laurel Whitehouse, Troop 1 Advancement Coordinator



TOWN OF WAYLAND

MASSACHUSETTS

01778

Registrar

5-23-16

Consent

TOWN CLERK

Beth R. Klein

bklein@wayland.ma.us

ASSISTANT TOWN CLERK

Diane M. Gorham

dgorham@wayland.ma.us

TOWN BUILDING
41 COCHITUATE ROAD

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RECEIVED

MAY 03 2016

**Board of Selectmen
Town of Wayland**

Date: May 3, 2016
To: Board of Selectmen
From: Beth R. Klein, Town Clerk
RE: Registrar Appointment

Please be advised that the term of Judith H. Ide (R), member of the Board of Registrars since 1990, will expire on April 1, 2016.

Ms. Ide complies with the following requirements:

1. Be a registered voter in the Town of Wayland
2. Hold no other office by either election or appointment by the Board of Selectmen, except membership to a political town committee
3. Be familiar with the election process and its 4-year cycle
4. Be available for extra voter registration times during the day or in the evening
5. Be available in the daytime to help in answering phone calls that funnel to the Town Clerk's Office on election days and try to resolve the voter question.
6. Since the Board must maintain balanced bipartisan composition, be a member of the appropriate political party for at least 2 years prior to appointment.

The chair of the Republican Town Committee has been notified 45 days prior to the appointment.

Ms. Ide has indicated that she would like to be re-appointed. I am, therefore, recommending that the Board appoint Judith H. Ide to the Board of Registrars for a three (3) year term effective April 1, 2016 through April 1, 2019.

Thank you,

cc:, John C. Toto, Chair
Judith Ide



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**LIST OF PUBLIC DOCUMENTS PROVIDED TO THE
BOARD OF SELECTMEN FROM APRIL 28, 2016,
THROUGH AND INCLUDING MAY 12, 2016,
OTHERWISE NOT LISTED AND INCLUDED IN THE
CORRESPONDENCE PACKET FOR MAY 16, 2016**

Items Distributed To the Board of Selectmen – April 28-May 12, 2016

1. None

**Items Distributed for Information and Use by the Board of Selectmen at the
Meeting of May 2, 2016**

1. Letter of 5/2/16 from Town Counsel Mark Lanza to Nan Balmer, Town Administrator re: Carroll School, 39 & 45 Waltham Road, Wayland
2. Attachment to email of 4/13/16, Salary List, from Dr. Paul Stein, Superintendent of Schools
3. Petition from Residents re: Support the Town Keeping Sycamore Road Parcels 46B-47 and 46B-48 for Open Space or Other Town Use
4. Email of 5/2/16 from Mike Lowery, 120 Lakeshore Drive, to Residents, Board of Selectmen, re: Town-owned Parcels on Sycamore Road

**Items Included as Part of Agenda Packet for Discussion During the May 16, 2016
Board of Selectmen's Meeting**

1. Board of Selectmen Minutes for March 21, 2016, March 23, 2016, March 28, 2016, April 4, 2016, April 7, 2016, and April 11, 2016



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BOARD OF SELECTMEN
Monday, May 16, 2016
Wayland Town Building
Selectmen's Meeting Room

REVISED CORRESPONDENCE

Selectmen

1. Public Comment, Smoking Shed on 106 Main Street
2. Public Comment, Glezen Lane Traffic Counters
3. Public Comment, LED Streetlights Not a Bright Idea
4. Letter from William R. Huss, Ph.D., Energy Initiatives Advisory Committee, re: Response to Concerns of Public Comment on LED Streetlights
5. Press Release, 5/2/2016, from Police Chief Robert Irving re: Prescription Drug Drop Off Day
6. Letter of 5/2/16 from Richard Turner, Chair, Public Ceremonies Committee, re: Invitation to the Memorial Day Parade on May 30, 2016
7. Memorandum of 5/5/16 from Edward A. Bouquillon, Superintendent, to Board of Selectmen in Arlington and Needham re: Next Steps on the Minuteman Building Project – Stay the Course Without Asking for a District-Wide Ballot
8. Comcast Cable Communications CTV Form 200 Financial Balance Sheet, Year Ending December 31, 2015
9. Director of Public Health Report, May 4, 2016
10. Monthly Report, Animal Control, April 2016

Conservation Commission

11. Order of Conditions, 4/28/16, from Brian Monahan, Conservation Administrator, re: 38 Standish Road
12. Order of Conditions and Chapter 194 Permit, 5/10/16, from Brian Monahan, Conservation Administrator, re: 163 Concord Road

Minutes

13. Public Ceremonies Committee, January 13, 2016, April 13, 2016

State

14. Letter of 5/6/16 from Massachusetts Historical Commission to Schuler Realty Trust re: Reeves Tavern to be Considered for the National Register of Historic Places
15. Letter of 4/21/16 from Office of the Attorney General to George Harris, Esq., re: Acknowledgement of Receipt of Open Meeting Law Complaint received by Board of Selectmen, February 26, 2016



DiNapoli, MaryAnn

From: Ashley Welch <Ashley@somersaultinnovation.com>
Sent: Sunday, May 08, 2016 2:58 PM
To: Junghanns, Julia; Selectmen; Larsen, Geoffrey; Badger, Norma; Cuttell, Sheila
Cc: Beth Cushing; Karen Wuerfl; Susan Gray; Katherine Provost
Subject: A Vote against Building of a Smoking Shed on 106 Main st, Wayland

Dear Wayland Committees,

Our family lives at 24 Shawmut Ave, about 100 yards from the 106 Main St. Wayland Housing Authority building. We have two teenage girls and have lived here for 13 years. We respectfully ask that a Smoking Shed NOT be added to the property. There is already a Smoking Shed on the property facing the adjacent road (Bradford), and we see no need to add another or build an alternative Shed in the front of the building. I imagine is not easy to find a group of neighbors who want a smoking shed erected anywhere on their street, and it is true that the majority of residents on this street do not fancy a smoking shed on our street either.

Our suggestion would be to leave the smoking shed as is, or create a nicer one in the same spot, assuming you need to have one for the building. I believe HUD Secretary Castro has announced a new rule making public housing smoke free, so it is understandable that you need to have something for those who smoke. We would kindly ask that you do not approve any further creation of a structure that is anywhere closer to Shawmut ave than what is currently located on Bradford.

Please let me know if you have any questions.

Best,
Ashley Welch & John McGah
24 Shawmut Ave

Ashley Welch
Co-Founder
Somersault Innovation
508-740-3506
Ashley@somersaultinnovation.com
www.somersaultinnovation.com

 somersault innovation

DiNapoli, MaryAnn

From: Jbhanlon <jbhanlonrn@gmail.com>
Sent: Sunday, May 08, 2016 4:41 PM
To: Selectmen
Subject: Smoking shed

Dear Ms Badger I am a resident of Wayland who resides in the Cochituate neighborhood. I am writing you to express my dismay over the proposed smoking shed that would be in the front of the old Cochituate school that now houses the elderly and others. The area this shed is possibly going is in an area where school children walk to school and to Honey Farm, where church goes park, where citizens walk and run for healthy exercise, as well as a beautiful view of the building and the neighbors flowering tree. To place a shed that encourages a dirty and hazardous habit is not acceptable for our town . It would appear that we are advertising smoking to all that pass through on Rout 27. Smoking is a horrible habit that is hard to break! That is known by all, but if a shed needs to be, place it in the back of the building, away from the street we all use for more healthier habits such as exercise !!! Now that's what should be promoted !!!!! Thank you Jeanne B Hanlon RN

Sent from my iPhone
Sent from my iPhone

DiNapoli, MaryAnn

From: Susan Blumenfeld <susanblumenfeld@outlook.com>
Sent: Monday, May 09, 2016 8:46 AM
To: Selectmen; Larsen, Geoffrey
Cc: 'Susan Blumenfeld'
Subject: 106 Main Street smoking hut location Opposition

RE: 106 Main Street Smoking hut

We strongly oppose a smoking hut (especially a plastic ugly one) in the front of the building located at 106 Main Street. Please consider requiring the WPA to build a NICE LOOKING wooden (not plastic) structure on the side or back of the building-NOT NEAR ANY HOMES. Placing the smoking area on the side makes the most sense as the neighborhood houses are farther away. **Smoking for tenants in that building should not affect the neighbors, by site, sound or smell.** As it is, the building is not as pristine as it could be or has been (trash in the garden, a shelter that is in disrepair), loitering, theft. The people of this neighborhood would like to maintain our property values, smoking in or around a public building must NOT affect our home values or the look and feel of our neighborhood. Keep Cochituate looking like the lovely New England village that it is. The area is in need of improvements already (road sand sidewalks look horrible, Finnerty's is vacant and decaying), let's not degrade it further.

We are unable to attend the meeting Tuesday night.

Susan and Peter Blumenfeld
96 Main Street
Wayland MA 01778

DiNapoli, MaryAnn

From: Karen Wuerfl <karen.wuerfl@gmail.com>
Sent: Monday, May 09, 2016 9:48 AM
To: Junghanns, Julia; Selectmen; Larsen, Geoffrey; Badger, Norma; Cuttell, Sheila
Cc: Chris Wuerfl
Subject: A Vote against Building of a Smoking Shed on 106 Main st, Wayland

Dear Wayland Committees,

We are a family of 5 and have been living on Pemberton Rd for over 20 years. We love our community and neighborhood. It is a neighborhood where you will often see adults and children walking and biking.

We understand Wayland Housing Authority has requested a permit to build a new smoking shed in the front of 106 Main St. We respectfully ask that a Smoking Shed NOT be added to the property. There is already a Smoking Shed on the back area of the property facing Bradford Road. Ironically, I happened to walk down Bradford the other day and was extremely disturbed by the apparent deterioration of this portion of the property and the existing structure. Adding another structure to the front would just compound the problem.

One option would be to clean up/ renovate this existing back area which appears large enough to include a nicer structure further off the road and some landscape screening which would make it more appealing for both residents and neighbors.

Thank you for your time.

Please feel free to contact me with any questions.

Respectfully,
Karen and Chris Wuerfl
40 Pemberton Rd

DiNapoli, MaryAnn

From: Dana Jackson <djacksoncohen@yahoo.com>
Sent: Monday, May 09, 2016 10:07 AM
To: Junghanns, Julia; Selectmen; Larsen, Geoffrey; Badger, Norma; Cuttell, Sheila
Cc: Jeffrey Cohen
Subject: A Vote against Building of a Smoking Shed on 106 Main Street, Wayland

Dear Wayland Committees,

We have lived in Wayland for 26 years and moved to 9 Pemberton Road 4 years ago. This neighborhood is particularly vibrant, with the ball fields, lake, access to shopping areas. Unlike other areas in Wayland, residents in the neighborhood walk or ride bikes to the local shops, Town Beach and ball fields.

We understand Wayland Housing Authority has requested a permit to build a new smoking shed in the front of 106 Main St. We respectfully ask that a Smoking Shed NOT be added to the property. While we appreciate the complexities of providing an appropriate place for smokers, we believe that a physical structure in the front of the property on Main Street will significantly detract from the neighborhood and be particularly noticeable due to the amount of foot traffic in the neighborhood. There is already a Smoking Shed on the back area of the property facing Bradford Road. Adding another structure to the front would just compound the problem.

If you have any questions, please do not hesitate to contact me at 617-818-8352.

Sincerely,

Dana Jackson Cohen
9 Pemberton Road.

DiNapoli, MaryAnn

From: Debbie Collett <dabcollett@gmail.com>
Sent: Monday, May 09, 2016 12:00 PM
To: J.Junghanns@wayland.ma.us; Selectmen; Larsen, Geoffrey; Badger, Norma; Cuttell, Sheila
Cc: Matt Collett
Subject: Smoking shed at HUD property on Main St

We ask you to strongly consider a new location for the smoking shed at the HUD property on Main St. I do not think it should be on the front lawn because it sends the wrong message to all the children and teens that walk on the sidewalk on their way to places like Starbucks, the Hannah Williams playground, Liberty Pizza, Dunkin Donuts, and the ball field. I think the smoking shed should be concealed to the back out of the view of the public either on Bradford near a rear door and a patio could be created or in the back yard area on the other side of the shed in the back.

Thank you for considering this request.

Sincerely,
Deborah Butler and Matthew Collett
167 Main St
Wayland

Sent from my iPhone

DiNapoli, MaryAnn

From: Susan Gray <Susan.Gray@fmc-na.com>
Sent: Monday, May 09, 2016 1:39 PM
To: JJunghanns@wayland.ms.us; Selectmen; gkarseb@wayland.ma.us; Badger, Norma; Cuttell, Sheila
Subject: A Vote AGAINST Building of a Smoking Shed on 106 Main Street, Wayland

Dear Wayland Committees,

I live at 23 Shawmut Ave., only 2 house lots from the 106 Main Street Wayland Housing Authority building. I have lived here for over 42 years and seen many changes from when this building was an elementary school to housing building. I am NOT in favor of an additional smoking shed to added to the property since there is already a smoking shed on the property facing the adjacent road. Do not feel that another shed is needed for those who choose to smoke. The housing authority might want to consider offering instead programs for those who choose to smoke to quit instead of encouraging smoking at their facility.

If you must have a smoking shed my suggestion is to leave the one that you currently have where it is & if necessary improve it.

I am not able to attend your hearing but would like this entered as my request to NOT approve any further creation of a structure that is anywhere closer to the Shawmut Avenue that what is currently located.

Thank you,

Susan J. Gray
23 Shawmut Avenue
Wayland, MA 01778
508-655-7385

DiNapoli, MaryAnn

From: Pam Grant <pamgrant100@gmail.com>
Sent: Monday, May 09, 2016 3:51 PM
To: Sarkisian, Sarkis; Junghanns, Julia; Selectmen; Larsen, Geoffrey; Badger, Norma; Cuttell, Sheila
Cc: Joe McGrail
Subject: A Vote in opposition to special permitting to Build a Smoking Shed on front lawn106 Main St, Wayland (WHA)

Dear Town Leaders,

I am writing to voice our opposition to the proposed smoking shed that WHA is seeking special permitting for at 106 Main streets front lawn.

My husband and 3 children have lived next door at 100 Main to the WHA for 22 years, and love the neighborhood and community.

This area in particular is different and special from other areas in town as an open format for walking. The Middle School is just up the street with children headed to houses, pizza shop and park after school. There are two active church's within walking distance that fill the sidewalks in front of WHA.

The Cochituate community is very active with pedestrians, skate boards, and bikes moving by WHA to Hanna Williams, Church, local shops, Coch field and the Town Beach constantly.

We do understand and appreciate the need to have an outdoor smoking area and understand challenging but, would encourage your consideration that it be moved to an area within the property that is not in the Public's view.

There are two other locations where a designated smoking area could be considered.

One on Bradford St near the WHA garden or better on/beside the expansive back yard area on the West side of the building and other side of the shed.

There is a direct sidewalk from the back entrance with easy access to the parking lot and the grassy area. I would think it possible to set up a patio add a piece of sidewalk and set area designated just for smokers there.

In these 2 places natural evergreen screening could create a spot out of view and away from the building by 25'. I know there is a leaching field but, many plantings have small root systems and would prove a good screen.

I am sure there are other solutions that can be considered as well.

Some other positives about moving to interior of property:

- It might also make the non smoking WHA community happier as not in a common area like the front door, garden or side patio. I have heard complaints from residents regarding smokers in common areas.
- The space could also be built out to accommodate the many smokers. (I know they will not all fit into a 4'x8' shed and seen at least 10 at a time in summer) A shed plus outdoor seating could be set up.
- You would not need the smoking shed near Bradford Street anymore and could move and placed in this new patio area....save money on shed and apply funds to the patio area. Now to close to st
- I and others in the neighborhood are also opposed to the placement of the current Bradford shed as it faces the children at the ball park and right up against the street. That would be solved
- The neighborhood is happy

I would also like to say we are thankful and greatly appreciate that WHA moved the smoke area away from OUR back yard. We are very familiar with the smoking community next door as we requested for 2 years that the previous smoking location up against our property line be moved. It's just that this new location out front is a bad choice as well.

We were subject to smoke wafting into our open windows and yard starting as early as 5:30 AM on. It is not only the residents that smoke but there visitors as well. It is a big group...

Thank You for your consideration

Sincerely,

Pam and Joe McGrail

I invite you to please contact me if you have any questions

Pam Grant

100 Main Street Wayland, MA 01778

(M) 508.341.8887

(H) 508.655.4705

PamGrant100@Gmail.com

DiNapoli, MaryAnn

From: jeff horan <horan_jeff@yahoo.com>
Sent: Monday, May 09, 2016 7:35 PM
To: jjunghann@wayland.ma.us; Selectmen; Larsen, Geoffrey; Badger, Norma; Cuttell, Sheila
Subject: Smoking Shed, 106 Main Street

15 Center Street
Wayland, Massachusetts 01778

May 9, 2016

To : Town of Wayland, Board of Appeals; Wayland Board of Health, Wayland Selectman, Wayland Building Commissioner

We ask you to strongly reject the Application of WAYLAND HOUSING AUTHORITY to add a Smoking Shed located at 106 MAIN STREET.

A SMOKING SHED is incompatible within a SINGLE RESIDENCE DISTRICT and AQUIFER PROTECTION District.

Furthermore, according to the American Lung Association:

“Secondhand smoke is a serious health hazard causing more than 41,000 deaths per year. It can cause or make worse a wide range of damaging health effects in children and adults, including lung cancer, respiratory infections and asthma.”

According to the CDC:

“Secondhand smoke is the combination of smoke from the burning end of a cigarette and the smoke breathed out by smokers. Secondhand smoke contains more than 7,000 chemicals. Hundreds are toxic and about 70 can cause cancer.

Since the 1964 Surgeon General’s Report, 2.5 million adults who were nonsmokers died because they breathed secondhand smoke.

- There is no risk-free level of exposure to secondhand smoke.
- Secondhand smoke causes numerous health problems in infants and children, including more frequent and severe asthma attacks, respiratory infections, ear infections, and sudden infant death syndrome (SIDS).
- Smoking during pregnancy results in more than 1,000 infant deaths annually.
- Some of the health conditions caused by secondhand smoke in adults include coronary heart disease, stroke, and lung cancer.”

Our home is located approximately 100-feet from the proposed location. The homes within our neighborhood are already subject to odors from various businesses within Cochetuate Village.

The addition of a Smoking Shed is a serious health risk. Any Smoking facility within the bounds of a public housing facility should be prohibited.

Sincerely,
Jeff Horan
Amada Horan
Chris Horan

DiNapoli, MaryAnn

From: Jo Anne McLaughlin <jmcl8020@aol.com>
Sent: Tuesday, May 10, 2016 9:05 AM
To: Selectmen

We ask you to strongly consider a new location for the smoking shed at the HUD property on Main St. I do not think it should be on the front lawn because it sends the wrong message to all the children and teens that walk on the sidewalk on their way to places like Starbucks, the Hannah Williams playground, Liberty Pizza, Dunkin Donuts, and the ball field. I think the smoking shed should be concealed to the back out of the view of the public either on Bradford near a rear door and a patio could be created or in the back yard area on the other side of the shed in the back. The smokers are being accommodated already in a fair way, it seems to me, since they have a place on Bradford. Or erect a new one on the back west lawn and remove Bradford street shed. Let's not add a smoker's lounge on Main Street across from a church.

Jo Anne McLaughlin

DiNapoli, MaryAnn

From: Kim OShaughnessy <koshaughnessy@charlesriverinsurance.com>
Sent: Tuesday, May 10, 2016 9:38 AM
To: Junghanns, Julia; Selectmen; Larsen, Geoffrey; Badger, Norma; Cuttell, Sheila
Cc: 'kimosha@verizon.net'
Subject: A Vote against Building of a Smoking Shed on 106 Main St, Wayland

Dear Committee Members,

I am respectfully asking that you reconsider the WHA's request for a permit to build a new smoking shed in the front of the property at 106 Main St.

This is a busy area, frequented by families, children, and people who are patronizing the businesses in that area. The middle school is right down the street as is a playground, and I would think that constructing a smoking structure in such a visible area would be an irresponsible message to send to our children and teenagers. It also wouldn't conform with the village-type environment of the neighborhood, of which we residents are so proud!

This property already has a smoking shed on the back part of the structure. Perhaps the WHA can enlarge the existing area to accommodate its residents.

Thank you for your consideration.

Kim O'Shaughnessy
100 Commonwealth Road

DiNapoli, MaryAnn

From: Daniel Ponsetto <daniel.ponsetto@bc.edu>
Sent: Tuesday, May 10, 2016 9:44 AM
To: Junghanns, Julia; Selectmen; Larsen, Geoffrey; Badger, Norma; Cuttell, Sheila
Cc: Pam Grant; srponsetto@yahoo.com
Subject: Smoking Shed on Main Street

Greetings,

I have learned that there is a proposal for building a structure in front of the apartment building at 106 Main Street, to be used for those tenants wishing to smoke. I find it hard to believe that this is being seriously considered by town officials. On many levels (the aesthetic for those walking or driving down our Main Street, and the location across from a church with active youth and family programs, to name two) this strikes me as an absurd proposition. I understand the need for an outdoor location for this purpose, and it seems that there are other, more discreet and comfortable options for smokers to gather, including the south and west sides of the building.

I am unable to attend the Tuesday night hearing, but would like to voice my strong opposition to the current proposal to construct a smoker's shed on the front, Main Street side of the apartment building.

Sincerely,

Daniel Ponsetto
13 Stanton Street

DiNapoli, MaryAnn

From: Lisa Kra <lisakra@hotmail.com>
Sent: Sunday, May 01, 2016 2:23 PM
To: Irving, Robert; Balmer, Nan; Doucette, Joe; Selectmen
Subject: Re: Glezen Traffic Counters

Correcting the Selectmen email address.

From: Lisa Kra <lisakra@hotmail.com>
Sent: Sunday, May 1, 2016 2:19 PM
To: selectmen@wayland.ma.us; chief@wayland.ma.us; nbalmer@wayland.ma.us; jdoucette@wayland.ma.us
Subject: Glezen Traffic Counters

All:
In lieu of the Glezen Lane situation, I decided to take a current look at the "raw" traffic data that Joe Doucette sends to both me and Dave B. I noticed a rather large discrepancy between the two counters (A & B) for Direction 2. They are located with a small stretch of the roadway and yet the counts seem to be more than a few cars off - I have one example of a 70 car difference. How can this be accurate? Direction 1 has @ a 3-10 car discrepancy between the two counters.

Dave takes this raw data, totals both directions and applies it to his Excel program to determine the mitigation measures. Is anyone checking the numbers?

I know we're awaiting the court date for the hearing regarding the motions, but it would seem prudent to make sure the numbers Dave is purporting are accurate.

Please let me know what you determine upon examine the counters.
Thanks you,
Lisa Kra

3

DiNapoli, MaryAnn

From: Michael Murphy <michaelbmurphy4@gmail.com>
Sent: Wednesday, May 04, 2016 5:10 PM
To: Selectmen
Cc: Balmer, Nan; wayland.boardpw@gmail.com; Keefe, Ben; ellentohn@gmail.com
Subject: LED Streetlights NOT a Bright Idea

Dear Selectmen:

While I understand and appreciate your and the Energy Initiatives Advisory Committee's efforts to make the Town more eco-friendly, I **STRONGLY** urge you to **IMMEDIATELY** cease and desist from replacing the streetlights and traffic lights in Town with LED lights, until you fully inform yourselves of their dangers. The effects of the lights – not just on budget and energy savings – have a huge impact on safety.

Despite what the folks selling the LED lights tell you – that they are “expected to require no maintenance” – the fact is that they would require far **MORE** maintenance: first re-wiring (or replacing) every light pole, as LEDs only can be safe running on a DC/battery circuit. When they are retrofitted to any AC circuit, they are likely to cause very serious health problems, such as seizures, migraines, headaches and other neurological ailments – even in people who previously were not prone to such ailments. In addition, other studies, with which I am not as familiar, have linked LED streetlights to other conditions, such as auto-immune disorders, cancer, and decrease of melatonin, which causes sleep disruption to humans and wildlife.

Even if the circuitry is “smoothed out” by first installing a transformer, then a capacitor, LEDs on ANY AC circuit can be dangerous, especially when there is any kind of brownout. Rather than “blink” like incandescent or halogen bulbs, the LED lights convert to a strobe light, since it alternates between 100% on ultra-bright light, and 100% off, which is incredibly dangerous to those of us with photosensitivity issues.

No one wants drivers, passengers, or pedestrians to be injured – or worse.

Fortunately, researchers at MIT are now in the process of developing much safer, energy-efficient bulbs, and my understanding is that these will be available to the public within the next two years.

Until then, please put an immediate halt to this well-meant but not fully researched initiative. As someone who ALREADY has experienced a grand mal seizure on Town property (Town Building) due to unsafe lighting, I can assure you that this is not just a matter of public and personal safety – it's a lawsuit waiting to happen.

Thank you.

Sincerely,

Michael B. Murphy,

Lifelong resident of 201 West Plain Street

Dear Wayland Selectmen:

I have read the letter written by Mr. Michael Murphy regarding the possible health effects of LED flicker on citizens with epileptic who are photosensitive and subject to seizures as a result.

I have subsequently conducted by own research that has included:

- (1) Interview with Ms. Eileen Murray, Executive Director of the American Epilepsy Society.
- (2) Interview with Dr. Les Brody, president and CEO of the Epilepsy Foundation of New England
- (3) Interview with Mr. Bill Murphy, Director of Advocacy and Public Policy at the Epilepsy Foundation of New England
- (4) Email exchange with Dr. Marin Solijacic, Professor of Physics at the Massachusetts Institute of Technology
- (5) Email exchange with Ms. Julia Allman, Tanko Lighting, our proposed consultant for this project
- (6) Phone conversation and email with Michael Murphy and his mother Gail Shapiro.
- (7) Article on LEDs and flicker from the Architectural Lighting Magazine.
http://www.archlighting.com/technology/leds-fighting-flicker_o.

Article Supplied by Mr. Michael Murphy: In response to my request, Mr. Murphy sent me the following reference:

<http://www.digikey.com/en/articles/techzone/2012/jul/characterizing-and-minimizing-led-flicker-in-lighting-applications>

This article is very similar to the one I referenced in (7) above. LEDs must run off of DC current in order to avoid flicker as well as other operating issues. Thus, a device called a "driver" is required to convert AC current to DC and thus minimize or eliminate flicker. According to Tanko Lighting, a properly designed driver would automatically be included with any lighting fixtures purchased by the Town. The article also points out that a properly designed driver will produce an

LED fixture with less flicker than either incandescent or fluorescent lighting. This conclusion was confirmed by Dr. Les Brody, the president and CEO of the Epilepsy Foundation of New England. The Town of Wayland and the Energy Initiatives Advisory Committee will review the design before any light fixtures are installed.

Phone Conversation with Mr. Michael Murphy: As part of my investigation, I called Mr. Murphy and talked with him and his mother, Ms. Gail Shapiro. In Mr. Murphy's opinion, any LED lighting system would pose unnecessary risk although a well-designed driver would greatly reduce this risk. I am not sure that it will be possible to completely satisfy Mr. Murphy's objection, but I think common ground is possible if do our research and take every reasonable precaution to minimize any chance of unhealthy flicker.

Given Michael's unusual susceptibility to light, I suggested that the Town may wish to maintain the existing incandescent light in front of his house rather than replace it with LED. According to Ms. Shapiro, it is generally only prolonged exposure to the light that can create a problem. She seemed amenable to that suggestion.

Dr. Brody, CEO of the Epilepsy Foundation of New England made a similar suggestion. He said that every person who may be photosensitive is different and that the Town may wish to consider a reasonable accommodation for Mr. Murphy including the possibility of not changing the light near Mr. Murphy's house. Although, Dr. Brody also said that "this individual would probably be safer if the light was changed to LED."

Mr. Murphy's Claims: That said, I thought it might be helpful to review the claims made by Mr. Michael Murphy in his letter one by one.

(1) LEDs would require "far MORE maintenance." As you know, Tanko Lighting predicted a failure rate of 0.2% or less per fixture per year. Our neighbors in Lincoln installed over 500 lights in 2013 and have yet to experience their first failure. Part of the confusion may be in what Mr. Murphy defines as "maintenance." For example, he refers to "rewiring the lights" as maintenance when it is part of the actual retrofit installation

(2) “When retrofit to any AC circuit, they are likely to cause very serious health problems, such as seizures, migraines, headaches, and other neurological ailments.” To address this issue, I spoke with Dr. Les Brody, CEO of the Epilepsy Foundation of New England, Mr. Bill Murphy, Policy Director for the Foundation, Mr. Eileen Murphy, Executive Director of the American Epilepsy Society, and Ms. Julia Allman, project manager for Tanko Lighting, the Town’s proposed consultant for this project..

Dr. Brody said that, “LEDs should be safer than existing lighting.” Neither Ms. Eileen Murray or Mr. Bill Murphy were aware of any negative health effects from LEDs. In fact, Mr. Mr. Bill Murphy felt that LEDs were likely to be safer because they produce less flicker. Ms. Murray pointed out that LEDs on a bicycle could be a problem for the 3% of epileptic patients with photosensitivity because the light would flicker as the bicycle bounced along the road. She said that LEDs alone would not cause seizures.

Ms. Allman from Tanko Lighting, has assured us that the all major manufacturers of LED street lights include a high quality driver as part of the fixture. Any visible flickering of an LED street light fixture is a sign of driver failure, which as noted above occurs in less than 0.2% of installations, and is covered by the manufacturer’s 10-year warranty.

In addition, all lights have some level of flicker. According to Ms. Murray, human health issues only occur with the flicker is in the range of 3 to 30 hertz. Any flicker present in LED lights would be at a much higher frequency, one that is imperceptible to the human eye.

The conclusion from all experts consulted is that LED street lights if properly designed should be the safest lighting alternative for the Town.

(3) Researchers at MIT are now in the process of developing much safer, energy efficient bulbs ... that will be available to the public within the next two years. Dr. Solijacic of MIT who is leading this research told me that it is highly unlikely that these lights will be available in two years -- and that he has not researched the health effects (i.e. flicker) of these lights one way or the other.

(4) LEDs convert to a strobe during a brownout: While no one I have spoken to could confirm that this effect is possible, if it were to occur, it would be defined as a "failure" of the LED (the 0.2% we were talking about) and it would be replaced. There are dozens of towns in Massachusetts who have already installed LED street lighting. Tanko Lighting has worked with many of these towns and is unaware of any reports of a strobe effect during failure.

I wish to thank Mr. Michael Murray for his letter and for calling out attention to an issue of importance. On behalf of the Wayland Energy Initiatives Advisory Committee, we are committed to working closely with Town administrators and with Tanko Lighting to assure that the proposed driver design is adequate to address any issues related to flicker. Based on my interviews and email conversations with leaders from the epilepsy community, lighting researchers, and lighting installers, I believe that the proposed Wayland street lighting program has adequately addressed Mr. Murray's concern.

Respectfully,

William R. Huss, Ph.D

Member, Wayland Energy Initiatives Advisory Committee

DiNapoli, MaryAnn

From: Balmer, Nan
Sent: Monday, May 02, 2016 11:39 AM
To: DiNapoli, MaryAnn
Subject: FW: Prescription Drug Drop Off Day
Attachments: IMG_1586.jpg; prescription drug take back P.R..doc

correspondence

From: Irving, Robert
Sent: Monday, May 02, 2016 9:27 AM
To: kim@waylandenews.com; mwyner (mwyner@wickedlocal.com); Michael Short (mmshort1@comcast.net); Norman Miller (nmiller@wickedlocal.com); Susan Wagner
Cc: Balmer, Nan; Swanick, Patrick
Subject: Prescription Drug Drop Off Day

To All,

Please see attached P.R. regarding the Prescription Drug Drop-Off Day that was held on Friday. Photo shows 12 boxes full of unwanted prescription drugs before being transported to the D.E.A. for disposal.

Chief

Robert Irving
Chief of Police
Wayland Police Department
38 Cochituate Road
Wayland, MA 01778
508-358-1710
508-358-1777 Fax
FBINA Session #199



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Wayland Police Department

Press Release

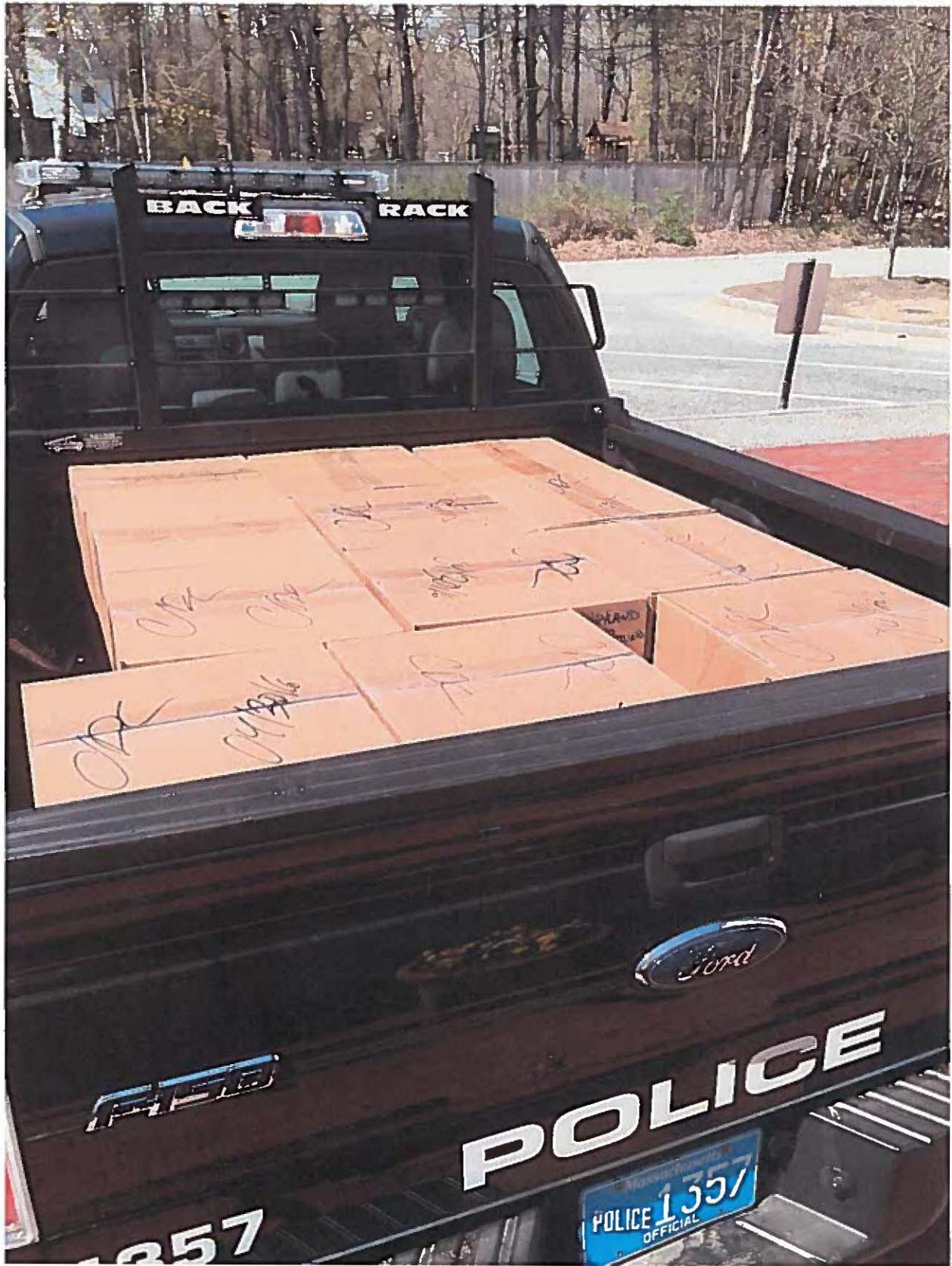
May 2nd, 2016

On Saturday, April 30th, 2016 the Wayland Police Department participated in the "Prescription Drug Take Back Day" sponsored by the U.S. Drug Enforcement Agency. A Wayland police officer was on hand to process the drugs that were turned in by the public at the Wayland Public Safety Building.

During the four-hour period, 34 members of the public turned in prescription drugs that were turned over to the Drug Enforcement Agency for proper disposal. These drugs, combined with drugs collected in the prescription drug drop off box during the past six months, weighed 330 pounds.

The program was a success in that these drugs will never be stolen or used by people they were not prescribed to. Also, they will not have an adverse effect on the environment by ending up in a landfill or water treatment facility.

The Wayland Police Department reminds residents that they may drop off unused prescription drugs in the drop-off box located in the lobby of the Wayland Public Safety Building at any time.



BACK RACK

Handwritten markings on cardboard boxes, including "OK" and "1/2" written in black marker.

F150

POLICE

1357

MASSACHUSETTS
POLICE 1357
OFFICIAL



TOWN OF WAYLAND

41 COCHITUATE ROAD
WAYLAND, MASSACHUSETTS 01778

6

TOWN BUILDING
41 COCHITUATE ROAD
TEL (508) 358-7701
www.wayland.ma.us

Public Ceremonies Committee

May 3 2016

Ms. Cherry Karlson
Chair, Board of Selectmen

Dear Ms. Karlson:

The Public Ceremonies Committee cordially invites all members of the Board of Selectmen to attend the Memorial Day Parade and ceremonies on May 30, 2016, beginning with the parade forming at 10:30 a.m. at the Middle School followed by the ceremony at the Lakeview Cemetery at 11:30 a.m.

We are hoping that you attend to give the welcoming remarks.

Richard P Turner

Richard P Turner, USN RET
Chairman, Public Ceremonies Committee

(7)

TO: Boards of Selectmen in Arlington and Needham

FROM: Edward A. Bouquillon, Superintendent

**CC: Minuteman District School Committee
Boards of Selectmen in All Member Towns**

DATE: May 5, 2016

RE: Next Steps on the Minuteman Building Project – Stay the Course Without Asking for a District-Wide Ballot

As you have probably heard by now, Town Meeting in Belmont last night voted to disapprove bonding for the Minuteman building project. While disappointing, this action does not end the project or stop the 60-day clock that the Minuteman School Committee set in motion with its vote authorizing \$144.9 million of debt on March 15, 2016.

Following last night's vote, I have been asked by several town officials what advice I would give to Arlington and Needham, the two remaining non-departing towns which have yet to consider this matter. Both are scheduled to take up the issue on Monday, May 9.

Here is my simple advice to both Arlington and Needham: Stay the course. Please take up the Article at Town Meeting on May 9 and join the seven other non-departing member towns¹ in supporting construction of the new school.

With the support of Arlington and Needham -- and the expected votes in Boxborough, Carlisle and Weston to "pass over" the matter since they will no longer be members as of July 1, 2017 -- 15 of the 16 member towns will stand united. With such a united front, we can talk with the Massachusetts School Building Authority (MSBA) about their local approval deadlines and how we can best proceed.

I would like to clarify one final issue: **I do not intend to recommend to the School Committee that we proceed with a district-wide referendum on the project.** While only the School Committee has the legal authority to determine whether to invoke that provision of the law, I will not recommend a district-wide ballot. As Superintendent, I am now convinced that it is not the best way to get us to "Yes."

If you have any questions, please call me. Thank you.

¹ Acton, Bolton, Concord, Dover, Lancaster, Lexington, and Stow all approved the project by wide margins, some unanimously.

CORRESPONDENCE

(ALSO FILE W

CABLE CONTRA

8

**CTV FORM 200
FINANCIAL BALANCE SHEET**

Reporting Entity: Combined Massachusetts Operations of Comcast Cable Communications Holdings, Inc.

Franchises Served: See Attachment A

Year Ending: December 31, 2015

	Current Year 2015	Prior Year 2014
ASSETS		
<u>Current Assets</u>		
200 Cash and Equivalents	\$ -	\$ -
210 Accounts Receivable, Less Allowances	\$ 39,231,299	\$ 40,627,917
220 Inventory	\$ 6,241,621	\$ 7,286,928
230 Prepaid Expenses	\$ 3,423,136	\$ 3,254,632
240 Other Current Assets	\$ 160,004	\$ 149,636
250 Total Current Assets	\$ 49,056,060	\$ 51,319,113
<u>Fixed Operating Assets</u>		
260 Land	\$ 11,062,805	\$ 11,091,077
270 Buildings	\$ 82,674,555	\$ 87,542,166
280 Headend Equipment	\$ 309,746,870	\$ 433,546,206
290 Trunk and Distribution Equipment	\$ 1,078,736,473	\$ 1,793,238,930
300 Subscriber Devices	\$ 736,274,584	\$ 668,619,819
310 Other Fixed Operating Assets	\$ 91,306,118	\$ 87,704,257
320 Construction Work in Progress	\$ -	\$ -
330 Total Fixed Operating Assets	\$ 2,309,801,405	\$ 3,081,742,455
340 Accumulated Depreciation	\$ (1,616,075,971)	\$ (2,328,936,975)
Net Fixed Operating Assets	\$ 693,725,434	\$ 752,805,480
<u>Other Operating Assets</u>		
350 Franchise Acquisition Costs	\$ 4,169,462,879	\$ 4,171,464,133
360 Excess Fair Value	\$ -	\$ -
370 Goodwill	\$ 27,597,247	\$ 27,597,247
380 Other Intangible Assets	\$ 94,230,239	\$ 95,464,350
390 Total Other Assets	\$ 4,291,290,365	\$ 4,294,525,730
400 Accumulated Amortization	\$ (55,889,633)	\$ (57,616,322)
Net Other Assets	\$ 4,235,400,732	\$ 4,236,909,408
Non-Operating Assets	\$ -	\$ -
410 Total Net Assets	\$ 4,978,182,226	\$ 5,041,034,001

ATTACHMENT A

COMBINED MASSACHUSETTS OPERATIONS OF COMCAST CABLE COMMUNICATIONS HOLDINGS, INC.

SCHEDULE OF FRANCHISES SERVED IN COMMONWEALTH OF MASSACHUSETTS AS OF DECEMBER 31, 2015

1 Abington	41 Chatham	81 Groveland	121 Mattapoisett	161 Plainville	201 Tewksbury
2 Acton	42 Chelmsford	82 Halifax	122 Maynard	162 Plymouth	202 Tisbury
3 Acushnet	43 Chelsea	83 Hamilton	123 Medfield	163 Plympton	203 Topsfield
4 Agawam	44 Chester	84 Hanover	124 Medford	164 Provincetown	204 Townsend
5 Amesbury	45 Chilmark	85 Hanson	125 Medway	165 Quincy	205 Truro
6 Amherst	46 Clinton	86 Hardwick	126 Melrose	166 Randolph	206 Tyngsborough
7 Andover	47 Cohasset	87 Harwich	127 Mendon	167 Raynham	207 Upton
8 Aquinnah	48 Concord	88 Hatfield	128 Merrimac	168 Reading	208 Wakefield
9 Arlington	49 Conway	89 Haverhill	129 Methuen	169 Rehoboth	209 Walpole
10 Ashburnham	50 Danvers	90 Hingham	130 Middleborough	170 Revere	210 Waltham
11 Ashby	51 Dartmouth	91 Holbrook	131 Middleton	171 Rochester	211 Ware
12 Ashland	52 Dedham	92 Holliston	132 Milford	172 Rockland	212 Wareham
13 Attleboro	53 Deerfield	93 Holyoke	133 Millis	173 Rockport	213 Warren
14 Avon	54 Dennis	94 Hopedale	134 Milton	174 Rowley	214 Watertown
15 Ayer	55 Dighton	95 Hopkinton	135 Monson	175 Salem	215 Wayland
16 Barnstable	56 Dover	96 Hudson	136 Montague	176 Salisbury	216 Wellesley
17 Bedford	57 Dracut	97 Hull	137 Nahant	177 Sandwich	217 Wellfleet
18 Bellingham	58 Duxbury	98 Huntington	138 Nantucket	178 Saugus	218 Wenham
19 Belmont	59 East Bridgewater	99 Ipswich	139 Natick	179 Scituate	219 West Bridgewater
20 Berkley	60 Eastham	100 Kingston	140 Needham	180 Seekonk	220 West Newbury
21 Bernardston	61 Easton	101 Lakeville	141 New Bedford	181 Sharon	221 West Springfield
22 Beverly	62 Edgartown	102 Lancaster	142 Newbury	182 Shelburne	222 West Tisbury
23 Billerica	63 Erving	103 Lawrence	143 Newburyport	183 Sherborn	223 Westfield
24 Blackstone	64 Essex	104 Leominster	144 Newton	184 Shirley	224 Westford
25 Bolton	65 Everett	105 Lexington	145 Norfolk	185 Somerset	225 Westhampton
26 Boston	66 Fairhaven	106 Lincoln	146 North Andover	186 Somerville	226 Westminster
27 Bourne	67 Fall River	107 Littleton	147 North Attleborough	187 South Hadley	227 Weston
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35 Buckland	75 Georgetown	115 Mansfield	155 Orleans	195 Sudbury	235 Winchester
36 Burlington	76 Gill	116 Marblehead	156 Palmer	196 Sunderland	236 Winthrop
37 Cambridge	77 Gloucester	117 Marion	157 Peabody	197 Swampscott	237 Woburn
38 Canton	78 Granby	118 Marlborough	158 Pelham	198 Swansea	238 Wrentham
39 Carlisle	79 Granville	119 Marshfield	159 Pembroke	199 Taunton	239 Yarmouth
40 Carver	80 Greenfield	120 Mashpee	160 Phillipston	200 Templeton	

CTV FORM 300
STATEMENT OF REVENUE & EXPENSES
PART A
INCOME STATEMENT

Reporting Entity: Combined Massachusetts Operations of Comcast Cable Communications Holdings, Inc.
Franchises Served: See Attachment A
Year Ending: December 31, 2015

	Current Year 2015	Prior Year 2014
OPERATING INCOME		
<u>Subscriber Revenues</u>		
620 Installation Income	\$ 11,566,967	\$ 14,398,859
630 Equipment Revenue	\$ 75,619,502	\$ 75,848,732
640 Basic/Other Tier Subscriber Revenue	\$ 1,258,203,870	\$ 1,052,345,083
650 Premium Channel Revenue	\$ 156,569,360	\$ 318,183,222
660 Pay Per View Revenue	\$ 67,325,578	\$ 64,689,139
670 Other Subscriber Revenues	\$ 89,575,789	\$ 8,214,440
	<u>1,658,861,066</u>	<u>1,533,679,473</u>
<u>Non-Subscriber Revenues</u>		
690 Advertising Income	\$ 123,932,824	\$ 128,436,881
700 Other Income	\$ 10,124,313	\$ 90,441,268
	<u>134,057,137</u>	<u>218,878,149</u>
710 Total Non-Subscriber Revenues	\$ 134,057,137	\$ 218,878,149
720 Total Operating Income	<u>\$ 1,792,918,203</u>	<u>\$ 1,752,557,622</u>
 OPERATING EXPENSES		
<u>Direct Operating Expenses</u>		
730 Programming Expenses	\$ 738,894,143	\$ 677,525,578
740 Net Bad Debt and Collection Expenses	\$ 10,734,339	\$ 10,930,794
750 Salaries and Benefits	\$ 164,583,862	\$ 162,872,097
760 Repairs & Maintenance	\$ 14,301,816	\$ 15,347,265
770 Light, Heat, Power	\$ 14,090,890	\$ 4,483,290
780 Pole & Duct Rental	\$ 7,494,043	\$ 15,014,295

CTV FORM 300
STATEMENT OF REVENUE & EXPENSES
PART A
INCOME STATEMENT

Reporting Entity: Combined Massachusetts Operations of Comcast Cable Communications Holdings, Inc.

Franchises Served: See Attachment A

Year Ending: December 31, 2015

	Current Year 2015	Prior Year 2014
790 Administration - Office and Billing	\$ 65,402,870	\$ 60,164,586
800 Marketing	\$ 32,867,318	\$ 29,920,948
810 Local Origination	\$ 1,192,902	\$ 1,414,219
820 Other	\$ 195,117,943	\$ 218,124,656
830 Total Operating Expenses	\$ 1,244,680,128	\$ 1,195,797,728
<u>Depreciation and Amortization</u>		
840 Depreciation	\$ 148,226,126	\$ 211,252,986
850 Amortization	\$ 3,642,278	\$ 6,411,645
860 Total Depreciation and Amortization	\$ 151,868,404	\$ 217,664,631
870 Total Expenses	\$ 1,396,548,530	\$ 1,413,462,358
<u>Other Income and Expenses</u>		
880 Other Income	\$ (16,007)	\$ (14,447)
890 Interest Expenses	\$ 457,696	\$ 661,161
900 Other	\$ -	\$ -
910 Total Other (Income) and Expenses	\$ 441,689	\$ 646,713
<u>Provision for Income Tax</u>		
920 Currently Payable		
930 Deferred		

**CTV FORM 300
STATEMENT OF REVENUE & EXPENSES
PART A
INCOME STATEMENT**

Reporting Entity: Combined Massachusetts Operations of Comcast Cable Communications Holdings, Inc.

Franchises Served: See Attachment A

Year Ending: December 31, 2015

	Current Year 2015	Prior Year 2014
940 Total Provision for Income Tax	\$ -	\$ -
 <u>Extraordinary Items</u>		
950 (Gain)/Loss on Sale of Fixed Assets	\$ 933,848	\$ 13,308,206
960 Other Extraordinary Items	\$ -	\$ -
970 Total Extraordinary Items	\$ 933,848	\$ 13,308,206
980 Net Income (Loss)	\$ 394,994,136	\$ 325,140,345

CTV FORM 300
STATEMENT OF REVENUE & EXPENSES
PART B
STATEMENT OF GROSS ANNUAL RECEIPTS

Description of Gross Annual Receipts

The amount to be reported as gross annual receipts is the total of all revenues earned (reduced by anticipated bad debts) from cable television activity in the Commonwealth. These revenues should include all income from the basic service tier, cable programming service tiers, premium and pay-per-view channels, the rental of converters and remote controls, installations, advertising, local origination, leased access, rentals and management fees.

The amount reported should reflect the total operating income amount reported in the company's general ledger account. These accounts are included in the operating income accounts set forth in the Cable Division's *Uniform Reporting System - Rules for Completing Financial Reporting Forms*. (Total Gross Annual Receipts should equal the total provided on Line 720 of Form 300 for all forms filed by the cable operator.)

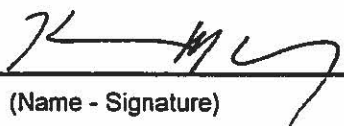
Operator: Comcast Cable Communications, LLC

Address: 676 Island Pond Road
Manchester, NH 03109

I hereby certify that the amount shown below is the gross annual receipts for this company for the calendar year as defined below.

Year:	<u>December 31, 2015</u>	Gross annual receipts	Gross Receipts	\$	1,792,918,203
			Less Bad Debt	\$	(7,936,692)
			<u>Total Gross Receipts</u>	\$	<u>1,784,981,511</u>

Kevin M. Casey
(Name - Print)


(Name - Signature)

Division President - Northeast Division
(Title)

April 22, 2016
(Date)

(603) 695-1452
(Telephone)

ATTACHMENT A

COMBINED MASSACHUSETTS OPERATIONS OF COMCAST CABLE COMMUNICATIONS HOLDINGS, INC.

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39 Carlisle	79 Granville	119 Marshfield	159 Pembroke	199 Taunton	239 Yarmouth
40 Carver	80 Greenfield	120 Mashpee	160 Phillipston	200 Templeton	

**CTV FORM 400
STATEMENT OF OWNERSHIP**

Please provide the following information for each Issuing Authority. Note that communities served by the same legal entity may be aggregated.

- (1) (a) The full legal name of the cable operator's legal entity (corporation or partnership) holding the cable television license.

Name: See Attachment A

- (b) If applicable, the d/b/a or generally used name of the legal entity within the Issuing Authority's community.

Name: _____

- (2) The full legal name of the ultimate parent entity/ies which own(s) the corporation or partnership holding the cable license.

Name: Comcast Corporation FEDERAL ID 27-0000798

- (3) The regional office(s) managing the cable licenses in Massachusetts:

Name: Comcast Cable Communications, LLC
Street Address: 676 Island Pond Road
Municipality, State & Zip Code: Manchester, NH 03109
Contact Person: Edward Zimmermann
Contact Person's Title: Division Sr. Vice President, Finance
Contact Person's Telephone Number: (603) 695 - 1452

- (4) The corporate office of the ultimate parent entity:

Name: Comcast Corporation
Street Address: 1701 John F Kennedy Boulevard
Municipality, State & Zip Code: Philadelphia, PA 19103
Contact Person: Edward Zimmermann
Contact Person's Title: Division Sr. Vice President, Finance
Contact Person's Telephone Number: (603) 695 - 1452

CERTIFICATION PAGE

Financial and Statistical Data Forms for the year ending December 31, 2015

Cable Operator: Comcast Cable Communications, LLC

Address: 676 Island Pond Road
Manchester, NH 03109

Telephone: (603) 695 - 1468 Fax: (603) 628 - 3365

Name of person completing these forms: Mark Renaud

Title: Senior Director of Regulatory Accounting

Number of cable franchises in Massachusetts at most recent year end: 240

Number of cable subscribers in Massachusetts at most recent year end: 1,488,556

Form of Organization (circle one) Corporation Partnership Other

Is the company owned or controlled by a Multiple System Operator (MSO)? Yes

Name, address and telephone number of MSO: Comcast Corporation
1500 Market Street
Philadelphia, PA 19102

CERTIFICATION

G.L. c. 166A, sec. 8, requires the execution of this certification by the treasurer of the corporation.

I certify that all the information contained in these forms are true and complete to the best of my knowledge. All material changes requiring an explanation have been explained.

Signed and sworn to under the pains and penalties of perjury this 22th day of April 2016



Signature

Division Sr. Vice President, Finance

Title

**CTV FORM 400
ATTACHMENT A
12/31/2015**

Name: Comcast Cable Communications, LLC

(1) (a) The full legal name of the cable operator's legal entity (corporation or partnership) holding the cable television license.

Legal Entity

Comcast of Massachusetts I, Inc.
Comcast of Massachusetts II, Inc.
Comcast of Brockton, Inc.
Comcast of Milton, Inc.
Comcast of Needham, Inc.
Comcast of Georgia/Massachusetts, LLC
Comcast of Massachusetts/New Hampshire, LLC
Comcast of Massachusetts/Virginia, Inc.
Comcast of Southern New England, Inc.
Comcast of Boston, Inc.
Comcast of Massachusetts III, Inc.
Comcast of California/Massachusetts/Michigan/Utah, LLC
Comcast of Connecticut/Georgia/Massachusetts/New Hampshire/New York/North Carolina/Virginia/Vermont, LLC

ATTACHMENT A

COMBINED MASSACHUSETTS OPERATIONS OF COMCAST CABLE COMMUNICATIONS HOLDINGS, INC.

SCHEDULE OF FRANCHISES SERVED IN COMMONWEALTH OF MASSACHUSETTS AS OF DECEMBER 31, 2015

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TOWN OF WAYLAND

41 COCHITUATE ROAD
WAYLAND, MASSACHUSETTS 01778

BOS
9

RECEIVED

MAY 05 2016

Board of Selectmen
Town of Wayland

Julia Junghanns, R.S., C.H.O.
DIRECTOR OF PUBLIC HEALTH
TEL. (508) 358-3617
www.wayland.ma.us

Wayland Board of Health Director's Report May 4, 2016

Septic work and building approvals- construction is in full swing for spring season. We have had 6 installations going on between this week and last week (so far). The job at 373 Comm. Road for the large apartment complex is in the process of excavating and installing the leaching field. This has required a lot of staff time conducting inspections. Soil testing appointments have continued. We also have had numerous meetings with residents to provide guidance for potential home renovations/septic projects.

PHN/Nurse Leader, Ruth Mori-We will be providing an AED for the Transfer Station using PHEP Funding (emergency preparedness). After a discussion with Chief Houghton and the DPW Director we determined that this location is beneficial as it is the farthest public facility from the Fire Station and is busy location with many Wayland residents. Community Health Nurse Jennifer McLeod-our department received thanks and appreciation (parents and principal) for her effort in dealing with a student who required immediate medical attention with ER transport. We have had success in securing full PHEP (emergency preparedness) funding to obtain our battery backup system for the vaccine refrigerator. This comes after much outreach and collaboration with other town officials, including Senator Richard Ross.

Oak Hill Road and Eversource-we were unsuccessful in working with Eversource to obtain their authorization to locate a septic system in or partially in the easement area at this property. The owner of the property will need to design a new system that is relocated to the front of the property which will be costly and complex. The septic repair is needed for the owner to sell the property.

An email upgrade is being done by the town on Friday and we are told there will be access issues over the weekend for cell phones that are sync'd with email as well as other home email access. We are told the IT Department will be working on this after the upgrade is completed.

Household Hazardous Waste Day – will be held on June 18th from 9 to 11am at the new DPW Garage located at 66 River Road. Preregistration is online.

Beaver permit-Office staff inspected and issued a permit to MWRA. At the Hutlman Aqueduct beaver activity/damming was backing up the culvert beneath the aqueduct.

Upcoming Educational Event-Tick and Mosquito Diseases on Thursday May 12th 7 to 9 pm at 10 Mudge Way, Bedford Town Hall.

Coach Grille Fire-While I was away Health Agent/Sanitarian Darren MacCaughey responded to the fire in my absence at Coach Grill and conducted an emergency inspection on Saturday April 16th. All food was destroyed by the fire and there was serious damage to the building. Food Inspector Beth Grossman conducted a comprehensive inspection on Monday the 18th and met with the manager to go over what will need to be done. The restaurant is still closed and is in the process of repairing/renovating and cleaning to prepare for reopening.

Vacant homes, Housing and Nuisances, camps- we have had numerous calls for various inspections and are in the process of investigation to determine next steps (if any); one vacant home that has been secured, 2 housing situations we are working on, and 2 nuisances related to trash. We are working on camp licensing also.

Food related inspections-Food Inspector Beth Grossman is working with the new supermarket that will be located at Whole Foods. JJ's Mckay's Restaurant is under renovation and plans for the new restaurant 110 Grill have been reviewed for compliance.

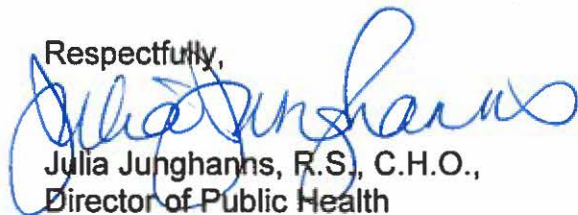
Pools and Town Beach-office staff will be conducting semi-public pool inspections this month to open for the season as well as the Town Beach. Year-round pools have recently been inspected (Wayland Community Pool and Longfellow). The schedule for pool and beach testing for the season is in the process of being set up with the lab.

Administrative Assistant Patti White is out on medical leave for the next 6 weeks or so. We have arranged for assistance to cover the office during her leave.

End of year budget-we have been reviewing the budget for end of year closing on June 30th.

Office staff has been contacted by Wayland buzz regarding interviews.

Respectfully,



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

TOWN OF WAYLAND
ANIMAL CONTROL SUMMARY REPORT
APRIL, 2016

10

TOTAL NUMBER CALLS HANDLED

62

# Complaint Calls	1
# Lost Dog Calls	6
# Lost Cat Calls	1
# Other Cat related calls	2
# Animal / Wildlife Calls	6
# Miscellaneous Calls	39

TOTAL # ANIMALS PICKED UP

0

Total # dogs not licensed
Total # dogs not claimed
still in dog officer custody
#surrendered to Humane Shelter

TOTAL # HUMAN BITE CALLS

0

TOTAL # ANIMAL -> ANIMAL BITE

2

10 Day Quarantine Order -Human Bite	Issued 0 / Released 0
10 Day Quarantine Order -Animal Bite	Issued 2 / Released 1
45 Day/6 Month Quarantine Orders	Issued 1 / Released 1

TOTAL # CITATIONS ISSUED

NONE

No license citations
Leash Law/Dog not under owner control
Other Offense
Court summons processed

Submitted by:
Jennifer Condon
Animal Control Inspector/Officer



(11)

TOWN OF WAYLAND
MASSACHUSETTS
01778
CONSERVATION COMMISSION

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

April 28, 2016

Emily and Kevin Ryan
1159B Fieldview Drive
Reston, VA 20194

RE: Order of Conditions for 38 Standish Road, Wayland (DEP File 322-860)

Dear Mr. and Mrs. Ryan:

Enclosed please find the original Order of Conditions, including Attachment A, for the home construction project at 38 Standish Road, Wayland. **You are responsible for meeting all the conditions of the Order of Conditions.** The Order must be filed at the Middlesex South Registry of Deeds. Thereafter, evidence of the recording must be submitted to the Commission prior to commencing work.

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

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

Sincerely,

Brian J. Monahan
Conservation Administrator

Enc. (1 Original Decision)

cc: Town Clerk w/enc.
DEP NERO w/enc.
Building Commissioner w/enc.
Goddard Consulting, LLC w/enc.
J.S. Mockler w/enc.
Board of Selectmen
Board of Health
Planning Board
Town Assessor
Abutters
File



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TOWN OF WAYLAND
MASSACHUSETTS
01778
CONSERVATION COMMISSION

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

May 10, 2016

Daniel Eng
163 Concord Road
Wayland, MA 01778

RE: Order of Conditions and Chapter 194 Permit for 163 Concord Road, Wayland (DEP File 322-862)

Dear Mr. Eng:

Enclosed please find the original Chapter 194 Permit and Order of Conditions, including Attachment A, for the septic project at 163 Concord Road, Wayland. **You are responsible for meeting all the conditions of both the Order of Conditions and the Chapter 194 Permit.** The Order and Permit must both be filed at the Middlesex South Registry of Deeds. Thereafter, evidence of the recording must be submitted to the Commission prior to commencing work.

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

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

Sincerely,

Brian J. Monahan
Conservation Administrator

Enc. (2 Original Decisions)

cc: Town Clerk w/enc.
DEP NERO w/enc.
Building Commissioner w/enc.
David Schofield, Schofield Engineering Group w/enc.
Board of Selectmen
Board of Health
Planning Board
Town Assessor
Abutters
File

**PUBLIC CEREMONIES COMMITTEE
Minutes of meeting on January 13, 2016**

- 1) The committee meeting was called to order at 7:00 p.m.
In attendance: Richard Turner (RT), Carl Bernardo (CB), Stephen Streeter (SS), George Bernard (GB). Not Present: Dennis Berry and John Dyer
- 2) Public Comments: None
- 3) Old Business:

- Reviewed previous minutes of December 9, 2015.
- Richard Turner to check to make sure a thank you note was sent to Marine Detachment that provided firing squad for noon time program on Veteran's Day.
- PCC asked George Bernard if he had received reimbursement for Veteran's Day program totaling \$904.06. GB stated he had not received reimbursement as of January 13. UPDATE: The Town of Wayland check was received by GB via mail on January 16 for \$904.06.
- Ongoing issue as to whether Boy Scouts will weed the grounds around the Veterans Memorial at Town Hall and possibly other locations before Memorial Day and Veterans Day. Tom Kemper, Boy Scout Leader needs to be contacted to determine how serious scouts are about weeding of Veteran sites. Could this become a project or part of a project for a Scout to attain his Eagle Scout badge?

- 4) New Business:
PCC vacancies filled.

- Steve Streeter and George Bernard have now joined the PCC. Both SS and GB have completed the Conflict of Interest course and turned the Certificate of Completion into the Town Clerk's office. Both SS and GB have been sworn in by the Town Clerk and completed all necessary paperwork.

Other Business

- CB notified the PCC that he contacted the Town Planner about how inappropriate the calendar month was showing the American flag with black stars and black lines. No further action is to be taken.
- The Lydia Child Award for 2016 was discussed. RT discussed the rules associated with the award. RT to put an article in the Town Crier in February asking the public for citizen volunteer names for this prestigious award.
- RT to issue thank you notes to both Richard Brisk and Lily Schlafer in either April or May 2016 for their dedicated years of service on the PCC.
- PCC addressed an email sent from Mr. Duane Galbi to RT on 10 January 2016 regarding the poor maintenance of the Veterans Memorials. The email mentioned bringing the issue of maintenance of the Veterans memorials in the form of an article at Town Meeting. The email also mentioned the use of the DPW to maintain the memorials with Overtime. The email was discussed and determined that the proposal by Mr. Galbi was outside the scope of the committee. The PCC does not make

budget rulings. A vote was taken by the PCC members and by a margin of four to none the request by Mr. Galbi was confirmed to be outside the committee's charge.

Memorial Day Parade

- CB stated that there are two parts to the Memorial Day parade. The first are for those who the PCC officially recognizes as part of the marching parade. This would also include military vehicles. RT will talk to the Wayland Veteran's Agent, John McGillivray about obtaining military vehicles for the Memorial Day parade. Also as part of the first section, PCC would like to invite Veterans to ride in their respective buses from Assisted Living facilities located in Wayland. There are many Veterans who live at Traditions, Sunrise and The Carriage House who are unable to walk in the parade but may like to participate by being driven in a van from their facility. There will be a second part for walkers, "stragglers", and other non-recognized groups that want to participate in the parade. The PCC will have the responsibility to review the request of such groups before they may march in the parade. In addition, the PCC will determine the assigned location of all individuals and groups who march in the parade. A draft application for all applicants who want to participate in the parade will be written by RT and presented to the PCC for review at the next meeting.
- GB and SS stated they will talk to the commander at Natick Soldier Systems Center in order to find a speaker for the Memorial Day Lakeview Cemetery program. They will report on progress at the next meeting. The speaker will be allowed between 5 – 10 minutes to speak on Memorial Day.
- SS to research the cost of either buying or renting new more powerful speakers, electronics and microphones for use at the various locations around town on the morning of Memorial Day and advise findings at the next meeting.

Meeting adjourned at 8:30 p.m.

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

Respectfully submitted
George Bernard 1/16/2016

PUBLIC CEREMONIES COMMITTEE
Minutes of meeting on April 13, 2016

- 1) The committee meeting was called to order at 7:00 p.m.
In attendance: Richard Turner (RT), Carl Bernardo (CB), Stephen Streeter (SS), George Bernard (GB) and John Dyer (JD). Not Present: Dennis Berry
- 2) Public Comment: No Public Comment
- 3) New Business:
 - Lydia Maria Childs award presented to Mary Ellen Castagno at the WPCC meeting of April 13. In addition, an appreciation certificate was given to Lilly Schafler for years of service as a member of the WPCC.
 - RT to find out where the Sound System is. Shipment expected soon.
 - Memorial Day Parade Application notice in Wayland Town Crier to be critiqued by SS and changes approved by RT. Upon RT approval new notice to appear in Wayland Town Crier week of April 16. Purpose is to tighten requirement for applying for the parade.
 - Sarada Kalpee to verify if military vehicles will be in the Wayland Memorial Day parade.
 - John Dyer discussed the process for the Freedom Prize writing contest. This applies to WHS sophomores. The numerous applications are narrowed down to 10 – 12 essays that are reviewed by three judges. John Dyer notifies RT as to who the winner is. JD to involve GB in the final meeting with judges. Only the winner will receive a framed certificate of award.
 - RT to review the request by Traditions Assisted Living to raise their American flag prior to Memorial Day or afterwards with as many Veterans present as possible.
 - COL May of Natick Labs has been selected to be the special speaker for the Memorial Day program.
 - Chaplain Griffith to advise GB who the Chaplain will be on Memorial Day.
 - RT to check on who will be the Selectman representative at Memorial program by May 1.
 - Make sure all Veterans are acknowledged at Memorial Day program.
 - RT to provide speakers and order of speakers at next meeting.

- RT to check on bus for Veterans and notify three assisted living facilities in Wayland about requirements to be in parade.

Meeting adjourned at 8:30 P.M.

The next WPCCC meeting is scheduled for Wednesday, May 11 at 7:00PM and Tuesday, May 17 at 7:00 PM. Meetings are back to back to better plan for the Memorial Day program.

Respectfully submitted
George Bernard 4/18/2016



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RECEIVED

MAY 09 2016

Board of Selectmen
Town of Wayland

The Commonwealth of Massachusetts
William Francis Galvin, Secretary of the Commonwealth
Massachusetts Historical Commission

May 6, 2016

Schuler Realty Trust
John G. and Gretchen G. Schuler, TRS
126 Old Connecticut Path
Wayland, MA 01778

Re: National Register of Historic Places

Dear Dr. and Mrs. Schuler:

We are pleased to inform you that the Reeves Tavern, Wayland, Massachusetts, will be considered by the Massachusetts Historical Commission for nomination to the National Register of Historic Places. The National Register of Historic Places is the Federal government's official list of historic properties worthy of preservation. Listing in the National Register provides recognition and assists in preserving our nation's heritage.

Listing of this property provides recognition of the community's important historic resources and assures protective review of Federal projects that might adversely affect the character of the property. If the property is listed in the National Register, certain Federal investment tax credits for rehabilitation and other provisions may apply.

Listing in the National Register does not mean that limitations will be placed on the property by the Federal government. Public visitation rights are not required of property owners. The Federal government will not attach restrictive covenants to the property or seek to acquire it. If a property is listed in the National Register, the owner may do anything with it that he/she wishes, unless state or federal funds, permits, or licensing are used, or unless some other regional and/or local ordinance or policy is in effect.

In Massachusetts, properties nominated to the National Register are automatically listed in the State Register of Historic Places. There are no limitations, public visitation requirements, or restrictive covenants for private properties included in the State Register. State Register properties owned by municipalities and nonprofit organizations may compete for state restoration grants.

You are invited to attend the meeting of the Massachusetts Historical Commission at which the nomination will be considered. The Commission will meet at 1:00 p.m. on Wednesday, June 8, 2016, at the Massachusetts State Archives, Dorchester, Massachusetts. The Commission meeting is a public meeting and all interested parties are encouraged to attend. If you have special needs and would like to

attend the meeting, please contact the Commission and staff will make any arrangements that are necessary.

Attached please find notices that explain, in greater detail, the results of listing in the National Register and that describe the rights and procedures by which an owner may comment on or object to listing in the National Register. For more information about the programs of the Massachusetts Historical Commission, please go to our website, www.sec.state.ma.us/mhc.

A draft copy of the National Register nomination for this district will be available at the Wayland Public Library. Should you have any questions about this nomination prior to the Massachusetts Historical Commission meeting, please contact Betsy Friedberg, National Register Director, at this office.

Sincerely,



Brona Simon
State Historic Preservation Officer
Massachusetts Historical Commission

Enclosures: NR Criteria, Rights of Owners, Effects and Benefits of Listing

cc: Elisa Scola, Wayland Historical Commission
✓ Cherry Karlson, Wayland Board of Selectmen
Andrew Reck, Wayland Planning Board



THE COMMONWEALTH OF MASSACHUSETTS
OFFICE OF THE ATTORNEY GENERAL
ONE ASHBURTON PLACE
BOSTON, MASSACHUSETTS 02108

correspondence

15

MAURA HEALEY
ATTORNEY GENERAL

(617) 727-2200
(617) 727-4765 TTY
www.mass.gov/ago

April 21, 2016

George H. Harris, Esq.
8 Holiday Road
Wayland, MA 01778

RECEIVED

MAY 04 2016

RE: Open Meeting Law Complaint

Board of Selectmen
Town of Wayland

Dear Attorney Harris:

Thank you for contacting the Attorney General's Office. On April 20, 2016, we received your Open Meeting Law complaint, which was originally received by the Wayland Board of Selectmen on or about February 26, 2016. We will review your complaint and will contact you in the event that we require additional information. We will notify you of our determination following our Office's review.

Your complaint may be resolved through either a formal order or informal action. Formal orders contain a detailed discussion of the alleged violation, applicable legal requirements, and may order any of the remedies provided in G.L. c. 30A, § 23(c). If a complaint is appropriate for informal action, we will attempt to resolve the matter by speaking to the parties, followed by a brief letter noting whether or not there was a violation and what remedial action was taken.

For additional information on the Open Meeting Law and the complaint process, please visit our website at www.mass.gov/ago/openmeeting. Please do not hesitate to contact the Division of Open Government with any further questions.

Sincerely,

Bongani T. Jeranyama
Paralegal
Division of Open Government

cc: Cherry Karlson, Chair, Wayland Board of Selectmen
Wayland Board of Selectmen