

PACKET

AUG 7

2017



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

TOWN OF WAYLAND

41 COCHITUATE ROAD
WAYLAND, MASSACHUSETTS 01778

BOARD OF SELECTMEN
LEA T. ANDERSON
MARY M. ANTES
LOUIS M. JURIST
CHERRY C. KARLSON
DOUGLAS A. LEVINE

BOARD OF SELECTMEN
Monday, August 7, 2017
7:00 p.m.
Wayland Town Building
Selectmen's Meeting Room
41 Cochituate Road Wayland
REVISED Proposed Agenda

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

- 7:00 pm 1.) Open the Meeting and Enter into Executive Session Pursuant to Massachusetts General Laws Chapter 30A, Section 21(a) (3) to Discuss Whether the Town should Pursue Legal Proceedings with Respect to the Town's Agreement with Twenty Wayland, LLC, relative to Property and Development located off 400-440 Boston Post Road; and to Discuss Strategy with Respect to and in Preparation for Collective Bargaining with the Police, Fire, AFSCME 1, Library, WESA, Custodial and Food Service Unions Representing Town and School Employees, because a Public Discussion of these Matters may have a Detrimental Effect on the Litigating, Negotiating or Bargaining Position of the Town
- 7:15 pm 2.) Call to Order by Chair
- Review Agenda for the Public; Announcements
- 7:17 pm 3.) Public Comment
- 7:20 pm 4.) Interview and Potential Vote to Appoint to Boards and Committees
1. Conservation Commission
 - Thomas Klem
- 7:30 pm 5.) Town Review Potential Special Town Meeting Articles:
1. Fund Construction of Aqueduct Crossings
 2. Fund Design for High School Athletic Field Master Plan Projects
 3. Fund FY18 Across the Board Increase for Non-Union Staff
 4. Fund FY18 Town Collective Bargaining Agreements
 5. Fund FY18 Wage Increase for Town Clerk
- 8:20 pm 6.) Review of New Positions for Departments under the Board of Selectmen
- 8:40 pm 7.) Review School Committee Recommendation on School Bus Parking
- 9:00 pm 8.) Discuss 40B Work Group
- 9:10 pm 9.) Update on Town Administrator Evaluation
- 9:20 pm 10.) Minutes: Review and Vote to Approve Minutes of July 24, 2017, and July 31, 2017

BOARD OF SELECTMEN

Monday, August 7, 2017

7:00 p.m.

Wayland Town Building

Selectmen's Meeting Room

41 Cochituate Road Wayland

REVISED Proposed Agenda Page Two

- 9:25 pm 11.) Consent Calendar: Review and Vote to Approve (See Separate Sheet)
- 9:30 pm 12.) Review Correspondence (See Separate Index Sheet)
- 9:40 pm 13.) Report of the Town Administrator
1. Correspondence
 2. Memorandum to Finance Committee on Finance Committee Projects and Staff Support
- 9:50 pm 14.) Selectmen's Reports and Concerns
- 10:00 pm 15.) Topics Not Reasonably Anticipated by the Chair 48 Hours in Advance of the Meeting, If Any
- 10:05 pm 16.) Adjourn

(4) CONSERVATION COMMISSION APPOINTMENT

DATE: AUGUST 4, 2017

TO: BOARD OF SELECTMEN

RE: APPOINTMENT TO THE CONSERVATION COMMISSION

VOTE: TO APPOINT THOMAS KLEM TO THE CONSERVATION COMMISSION, EFFECTIVE IMMEDIATELY, FOR A TERM TO EXPIRE ON JUNE 30, 2020.

Thomas Klem has expressed interest in serving on the Conservation Commission. His letter of interest is attached. He is recommended by the Chair of the Conservation Commission, Sherre Greenbaum.

The vacancy is due to the decision of Roger Backman not to apply for reappointment this year. The vacancy has been properly advertised.

MaryAnn DiNapoli
Office of the Board of Selectmen
41 Cochituate Rd.
Wayland, MA 01778

23 July 2017

Dear Ms. DiNapoli,
I wish to make the Selectmen aware of my interest in appointment to the vacant seat on the Wayland Conservation Commission (ConCom).

I have been a Wayland resident for 12 years, and recently served the Town for two terms on the Board of Health where I was chairman for five of my six years. From having read ConCom meeting minutes and attended a meeting, there is sufficient overlap in agenda items that I think my Board of Health experience with respect to septic, well, wetlands, etc. matters will be relevant as a Commissioner.

I look forward to meeting the Selectmen at their convenience to discuss my interest in the position, and hope to continue in public service to Wayland.

Sincerely,

A handwritten signature in black ink, appearing to read 'Thomas Klem', with a long horizontal flourish extending to the right.

Thomas Klem
5 Lakeview Road

From: Sherre Greenbaum
Sent: Thursday, August 03, 2017 7:40 AM
To: Anderson, Lea; Antes, Mary; Jurist, Louis; Karlson, Cherry; Levine, Doug
Cc: Balmer, Nan; Hansen, Linda
Subject: Conservation Commission appointment

To the Board of Selectmen:

I am writing in strong support of the appointment of Tom Klem to the Conservation Commission.

I know Tom from his years of town service on the Board of Health, most recently as chair. He would bring a helpful expertise to many of our determinations. He is thoughtful, collaborative, and respectful of the public.

Tom attended our last meeting and we had a good discussion about the types of applications we regularly act upon as well as upcoming issues we will be addressing. He is clearly interested in our work and motivated to help.

I think Tom would be a great addition and asset to the Commission, and I respectfully encourage you to appoint him to fill the current vacancy.

Thank you for your consideration.
Sherre Greenbaum, chair

AGENDA ITEMS 5-9

DATE: AUGUST 7, 2017
TO: BOARD OF SELECTMEN
FROM: NAN BALMER, TOWN ADMINISTRATOR
RE: NOTES FOR 8/7 MEETING

John Senchyshyn will staff this meeting while I am away on vacation.

NOTES ON AGENDA ITEMS:

#5. Review Special Town Meeting Articles: (List of Potential Articles attached.)

1. Fund Construction of Aqueduct Crossings
Linda Hansen or John Senchyshyn will discuss – Article will be submitted by the Conservation Commission.
2. Fund Design for High School Athletic Field Master Plan Projects
The School Business Manager, Facilities Director and a School Committee representative will meet with the Selectmen after a School Committee vote on the article which may include a component requested by Recreation Commission. .
3. – 5: Fund FY 18 Non-Union, Collective Bargaining and Town Clerk Personnel Costs
John Senchyshyn will review – draft articles are attached.

#6. New Positions:

John Senchyshyn will review proposed new positions in Facilities, Police and Fire. The Board will be asked at a later meeting whether to include new positions in the FY 19 Budget.

#7. School Committee Recommendation on School Bus Parking: (document attached)

The School Business Manager and a representative of the School Committee will discuss alternatives for school bus parking and the response to an RFP for school bus parking. If the town enters into a lease as a result of the RFP, the lease will be approved by the Board as contracting agency (not School Committee) for a maximum of 3 years. If the Board decides the lease is in the Town's best interest, it could issue a Notice of Award contingent upon closing on Rivers Edge. All Notices of Award and contracts include term that they are contingent upon funding by Town Meeting (can be for 1-3 years).

#8. Discuss Process to Plan for Re-Use of 5 Concord Road

Attendance by Library representative is not yet confirmed.

#9. Discuss 40 B Work Group

Initiative is suggested by Selectmen Levine.

POTENTIAL STM ARTICLES TO DATE – 8-4-17

	ARTICLE:	PREPARED BY:	APPROVED AND SUBMITTED BY:
1.	PAY UNPAID BILLS	FINANCE DIRECTOR	BOARD OF SELECTMEN (SPONSOR ACTION 8/21)
2.	CURRENT YEAR TRANSFERS	FINANCE DIRECTOR	BOARD OF SELECTMEN (SPONSOR ACTION 8/21)
3.	ACCEPT GIFTS OF LAND	TOWN ADMINISTRATOR	BOARD OF SELECTMEN (SPONSOR ACTION 8/21)
4.	FUND FY 18 ACROSS THE BOARD INCREASE FOR NON-UNION STAFF	HR DIRECTOR / ATA	PERSONNEL BOARD
5.	FUND FY 18 TOWN COLLECTIVE BARGAINING AGREEMENTS	HR DIRECTOR / ATA	BOARD OF SELECTMEN (SPONSOR ACTION 8/21)
6.	FUND FY 18 INCREASE FOR TOWN CLERK	HR DIRECTOR / ATA	BOARD OF SELECTMEN (SPONSOR ACTION 8/21)
7.	FUND PROJECT MANAGEMENT ASSISTANCE	FACILITIES DIRECTOR	BOARD OF SELECTMEN (SPONSOR ACTION 8/21)
8.	ESTABLISH MARIJUANA MORATORIUM	YOUTH SERVICES DIRECTOR	YOUTH ADVISORY COUNCIL
9.	CHANGE DATE – CIRCUIT BREAKER	DIRECTOR OF ASSESSING	BOARD OF SELECTMEN (SPONSOR ACTION 8/21)
10.	FUND SEPTAGE LEGACY EXPENSES	HR DIRECTOR / ATA	BOARD OF SELECTMEN (SPONSOR ACTION 8/21)
11.	REVISE FY 17 WASTEWATER ENTERPRISE FUND BUDGET TO CREATE RESERVE	FINANCE DIRECTOR / WWMDC STAFF	WWMDC
12.	AQUEDUCT CONSTRUCTION - STONEBRIDGE ROAD \$40 K INCLUDES SOLAR POWERED FLASHER	CONSERVATION ADMINISTRATOR	CONSERVATION COMMISSION
13.	FUNDING FOR DEMOLITION AT 107 OLD SUDBURY ROAD	DPW DIRECTOR	BOARD OF PUBLIC WORKS
14.	FUND DESIGN FOR SCHOOL STADIUM PROJECT	SCHOOL BUSINESS MANAGER	SCHOOL COMMITTEE
15.	FUND DESIGN FOR LOKER FIELD PROJECT	CHAIR, RECREATION COMMISSION	RECREATION COMMISSION

ARTICLE FOR FALL TOWN MEETING

SPONSOR: Personnel Board DATE RECEIVED: _____

CONTACT PERSON: Miranda Jones TELEPHONE/Day: (508) 358-3623

TELEPHONE/Evening: _____

BOARD VOTE: _____ DATE OF VOTE: 7/17/17

TITLE: PERSONNEL BY-LAWS AND WAGE AND CLASSIFICATION PLAN

COST: XX NO COST: _____ COST ESTIMATE: 2% increase of FY 18 wages for non-union employees effective July 1, 2017. Seasonal positions are excluded.

Appx cost - \$45,500

TEXT: To determine whether the town will vote to amend the Code of the Town of Wayland, Chapter 43, PERSONNEL and the Personnel Wage and Salary Classification Plan (Appendix TBD) previously adopted by the Town for non-union Town employees excluding seasonal positions and vote to transfer from FY 18 budgeted Reserve for Salary Settlement account a sum of money for the purpose of funding the non-union wage increase.

COMMENTS:

At the April 2017 Annual Town Meeting, no wage adjustments were submitted for non-union Town employees as collective bargaining was just beginning with the unions. Now that several contracts have settled, it is appropriate to address wages for the non-union employees for FY 18. The proposed FY 18 increase is consistent with collective bargaining settlements to date. Funds were approved in the FY 18 budget in the Reserve for Salary Settlement account. This article seeks to authorize the Finance Director to transfer funds from said account in the proper amounts to the respective Town Departments whose FY 18 salary accounts are affected by this wage adjustment.

PROS: The Wage and Classification Plan allows for periodic wage increases for non-union employees and provides for reasonable wage growth over time depending on economic conditions. FY 18 across-the-board increases to the non-union schedules are consistent with recently negotiated collective bargaining agreements for Town union employees.

CONS: Employees are sufficiently compensated under the existing wage scales.

SIGNATURE OF CHAIR _____ DATE _____

Town Counsel Approval _____ DATE _____

ARTICLE FOR FALL TOWN MEETING

SPONSOR: Personnel Board DATE RECEIVED: _____

CONTACT PERSON: Miranda Jones TELEPHONE/Day: (508) 358-3623

TELEPHONE/Evening: _____

BOARD VOTE: _____ DATE OF VOTE: 7/17/17

TITLE: TOWN UNION COLLECTIVE BARGAINING AGREEMENTS 2017 - 2020

COST: XX NO COST: _____ COST ESTIMATE: FY 18 Estimated Cost is Attached

by Contract

TEXT: To determine whether the Town will vote to transfer from FY 18 budgeted Reserve for Salary Settlement account a sum of money for the purpose of funding FY 18, the first year of the collective bargaining agreements reached between the Town of Wayland and (insert the name of each union that has settled).

COMMENTS:

The Town has reached agreement with (insert the name of each union that has settled) for successor collective bargaining agreements for the period of July 1, 2017 through June 30, 2020. In accord with M.G.L. Chapter 150E, Section 7 the new employee cost items for FY 18, the initial year of the contract, are being presented to Town Meeting for funding. Funds were approved in the FY 18 budget in the Reserve for Salary Settlement account. This article seeks to authorize the Finance Director to transfer funds from said account in the proper amounts to the respective Town Departments whose FY 18 salary accounts are affected by these settlements.

PROS: The negotiated FY 18 settlements represent a fair wage adjustment in the marketplace and fall within the guidelines provided by the Finance Committee.

CONS: Employees are sufficiently compensated under the existing wage scales.

SIGNATURE OF CHAIR _____ DATE _____

Town Counsel Approval _____ DATE _____

ARTICLE FOR FALL TOWN MEETING

SPONSOR: Board of Selectmen DATE RECEIVED: _____

CONTACT PERSON: Lea Anderson TELEPHONE/Day: (508) 358-3621

TELEPHONE/Evening: _____

BOARD VOTE: _____ DATE OF VOTE: _____

TITLE: COMPENSATION FOR TOWN CLERK

COST: XX NO COST: _____ COST ESTIMATE: Cost - \$3,996

TEXT: To determine whether the town will vote to fix the salary for the Town Clerk, pursuant to Massachusetts General Laws Chapter 41, Section 108, to be effective July 1, 2017, and vote to transfer from FY 18 budgeted Reserve for Salary Settlement account a sum of money for the purpose of funding the Town Clerk salary increase. The salary is printed below.

SALARY SCHEDULE – TOWN CLERK

	<u>FY 2017</u>	<u>FY 2018</u>
Town Clerk	\$ 70,504.00	\$ 74,500.00

COMMENTS:

At the April 2017 Annual Town Meeting, no wage adjustment was submitted for the Town Clerk. The above increase includes a 2% across-the-board increase, which is also proposed for all regular non-union staff, and includes the approximate value of a non-union step increase. Funds were approved in the FY 18 budget in the Reserve for Salary Settlement account. This article seeks to authorize the Finance Director to transfer funds from said account in the amount identified to the Town Clerk salary line.

PROS: The proposed wage allows for the equivalent of a periodic wage and step increase consistent with the proposed FY 18 salary charts for non-union employees and provides for reasonable wage growth over time depending on economic conditions. The FY 18 across-the-board portion of the increase is consistent with recently negotiated collective bargaining agreements for Town union employees.

CONS: Employees are sufficiently compensated under the existing wage scales.

SIGNATURE OF CHAIR _____ DATE _____

Town Counsel Approval _____ DATE _____

(7) SCHOOL BUS PARKING

DATE: August 7, 2017
TO: BOARD OF SELECTMEN
FROM: Susan Bottan, School Business Administrator
RE: Recommendation to Enter into Contract with HDR Holdings, LLC for School Bus Parking for FY 2019 through FY 2021

REQUESTED ACTION:

Town may, by vote of the Board of Selectmen, enter into a contract with HDR Holdings, LLC to acquire property through lease for school bus parking and office space for Wayland Public Schools for the period of FY 2019 through FY 2021 or earlier if a permanent solution for suitable space becomes available prior to the end of the term of the lease.

BACKGROUND

At the School Committee's public meeting held on Monday, July 24, 2017 the following motion was made and vote taken:

"Upon a motion duly made by Ellen Grieco, seconded by Kim Reichelt, the School Committee voted unanimously (5-0) to recommend to the Board of Selectmen that they accept the bid that was submitted in response to the RFP by HDR Holdings and conditioned on the successful conclusion of the feasibility and due diligence and that we recommend to them that they consider negotiating an early termination clause in the event that a solution for bus parking is reached."

On May 1, 2017 the Town, by vote of the Board of Selectmen, authorized the School Committee to issue an RFP for the Acquisition of Real Property via Lease for School Bus Parking. On May 30, 2017 the Town, under the authorized coordination by the School Committee, issued a Request for Proposals for the Acquisition of Real Property via Lease for School Bus Parking. The RFP deadline was July 11, 2017 at 10:30 am at which time one response had been received and was opened. The Evaluation Team consisting of School Committee Member, Kathie Steinberg, Town Procurement Specialist and Analyst, Beth Doucette, and School Business Administrator, Susan Bottan, met on July 13, 2017 to review and evaluate the bid.

The Evaluation Committee determined that the response met all minimum bid and property requirements and rated the response as highly advantageous subject to a feasibility review. The feasibility review will be taken by Beth Doucette and Susan Bottan and includes but is not limited to contract review and refinement through Town Counsel for presentation and authorization by BOS and a site safety and condition review.

The RFP was issued for a three year period, FY 2018 through FY 2021, with two one -year options. The bid price for each year is as follows:

- Year 1 – FY 2019 \$190,000
- Year 2 – FY 2020 \$195,700
- Year 3 – FY 2021 \$201,571
- **Total Three Year Lease - \$587,271**

- First Year Option - Year 4 – FY 2022 - \$ 207,618.13
- Second Year Option - Year 5 – FY 2023 - \$ 213,846.67
- **Total Two Year Option - \$421,464.80**

- **Grand Total Three Year Lease Plus Two Year Options - \$1,008,735.80**

On November 14, 2016 the School Department received one response to their bid for school bus transportation services from First Student. Included in the bid document was an alternate bid response for contractor parking of \$241,180.20 per year for FY 2018, FY 2019 and FY 2020.

The cost savings between the HDR Holdings lease price and the annual First Student bid price is \$51,180.20 for FY 2019 and \$45,480.20 for FY 2020.

Summary of Short Term and Long Term Options under Consideration by School Committee for School Bus Parking:

Short Term Option:

Lease Parking

- Enter three year lease with HDR Holdings located at 526 Boston Post Road for school bus parking.
- Refine language of contract to allow early release if long term parking solution becomes available sooner than June 30, 2021.

Long Term Options:

Old Landfill

- Status - Weston & Sampson conducting feasibility study. Results due in December, 2017.

Loker Recreation Site

- Status - Gain legal opinion of feasibility of permanently parking buses at this site.
- Status – Explore idea with Recreation Commission and determine feasibility of bus parking at this site.

Also still under consideration:

- Claypit Hill School
- Wayland Middle School

Option # Some Potential Short Term and Long Term Options for School Bus Parking - presented in no specific order. Discussed at July 24, 2017 School Committee Meeting

	SHORT TERM	LONG TERM
1	<p>Accept RFP Response and Lease from HDR Holdings, 526 Boston Post Road, Wayland</p> <p>CONSIDERATIONS Refine the Sample Contract so that the Town can end the contract before the third year without penalty? Check with legal counsel that by changing the terms of the contract bid laws are not violated</p>	<p>Development of Old Landfill</p> <p>CONSIDERATIONS Will Weston & Sampson's feasibility indicate that the Old Landfill will have enough space to satisfy DPW's and WPS's needs? Lengthy permitting process ? Can space can be develop within two years? Will annual operating costs to monitor site be cost prohibitive?</p>
2	<p>Reject RFP Response and Re-post the RFP to Lease Space</p> <p>CONSIDERATIONS Re-post the RFP for a two year contract rather than three year? Increase attempts to raise competition for more than one response</p>	<p>Development of Old Landfill</p> <p>CONSIDERATIONS Will Weston & Sampson's feasibility indicate that the Old Landfill will have enough space to satisfy DPW's and WPS's needs? Lengthy permitting process ? Can space can be develop within two years? Will annual operating costs to monitor site be cost prohibitive?</p>
3	<p>Gain Legal Opinion on Feasibility of Permanently Parking Buses on Loker Recreation Site, 412 Commonwealth Road, Parcel 49-064B.</p> <p>CONSIDERATIONS Work with Recreation Commission to develop idea. Timeline - need space by July 1, 2018. Will legal decision be timely? Land development required, Include in potential new field project? Traffic Study required. Historical/archeological monitoring is anticipated.</p>	<p>Development of Loker Recreation.</p> <p>CONSIDERATIONS Work with Recreation Commission to develop idea and feasibility of bus parking along with Rec's needs. Timeline - need space by July 1, 2018. Will legal decision be timely? Land development required, Include in potential new field project? Traffic Study required. Historical/archeological monitoring will be needed. Is this option a Long Term Option while lease for short term?</p>
4	<p>Split Buses - Park 10 In North at CPH, Park 10 at South WMS, Park one reserve Bus at First Student.</p> <p>CONSIDERATIONS Supervision of drivers by dispatcher. Increase operating costs. Ask First Student to define and provide quote School buildings provide office and gathering space for dispatcher and drivers. Parking in neighborhood setting. Establish off site fueling.</p>	<p>Development of Old Landfill or Loker Site.</p> <p>CONSIDERATIONS Named above for Options 1, 2, 3.</p>
5	<p>Lease Property While Exploring Development at WMS and/or CPH</p> <p>CONSIDERATIONS Supervision of drivers by dispatcher. Increase operating costs. Ask First Student to define and provide quote School buildings provide office and gathering space for dispatcher and drivers. Parking in neighborhood setting. Establish off site fueling. Traffic Study/Flow. Historical/archeological impact?</p>	<p>Development of WMS and/or CPH.</p> <p>CONSIDERATIONS Supervision of drivers by dispatcher. Increase operating costs. Ask First Student to define and provide quote School buildings provide office and gathering space for dispatcher and drivers. Parking in neighborhood setting. Establish off site fueling. Traffic Study/Flow. Historical/archeological impact?</p>

(10) MINUTES

DATE: AUGUST 4, 2017

TO: BOARD OF SELECTMEN

RE: BOARD OF SELECTMEN MINUTES OF JULY 24, 2017, AND JULY 31, 2017

Attached are the minutes of the Board of Selectmen meeting of July 24, 2017, for approval.

The minutes of the Board of Selectmen meeting of July 31, 2017, were not ready on time for approval at the August 7 meeting.



NAN BALMER
TOWN ADMINISTRATOR
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BOARD OF SELECTMEN

LEA T. ANDERSON
MARY M. ANTES
LOUIS M. JURIST
CHERRY C. KARLSON
DOUGLAS A. LEVINE

DRAFT

Board of Selectmen Meeting Minutes

July 24, 2017

6:45 p.m.

Wayland Town Building, Selectmen's Meeting Room
41 Cochituate Road, Wayland

Attendance: Lea T. Anderson, Mary M. Antes, Cherry C. Karlson, Louis M. Jurist (arrived 7:16), Douglas A. Levine (arrived 6:47)

Also Present: Town Administrator Nan Balmer

A1. Call to Order by Chair Chair L. Anderson called the meeting of the Board of Selectmen to order at 6:45 p.m. in the Selectmen's Meeting Room of the Wayland Town Building and noted that the meeting will likely be broadcast and videotaped for later broadcast by WayCAM.

M. Antes announced that tomorrow's meeting on the solar initiative is the first of three and the only one in Wayland.

D. Levine joined the meeting.

A2. Public Comment Frank Sutham, 305 Troutbrook Road, discussed two of his main concerns about the development of a field at Oxbow Meadows: site conditions and safety.

Charlie D'Ambrosio, 17 Williams Road, previously emailed the Board a written statement about the field at Oxbow Meadow. He asked the Board to use its influence to bring the decision makers together to think about the timing and possible deferment of development on the site.

G. Schuler, Old Connecticut Path, discussed a new artifact that was found at the Rail Trail. A concrete tunnel that was used to move cattle from one side of the track to the other was uncovered, and it will cost about \$26,000 to stabilize it. She asked the Board of Selectmen for their support and stressed that this is an important artifact from Wayland's agricultural past.

Tom Gulley, 20 Meadowview Road, said he heard that the Wayland Rod and Gun Club was entering into a contract with Verizon to erect a cell tower. He said if this is true he would like the Board to put pressure on and/or suspend the progression of this and to hold a public hearing.

Joan Rubin, Lincoln resident at 234 Aspen Circle, said she felt the Oxbow Meadow land could be contaminated because of its history and is worried because there will be many children on a recreation field. She urged the Board to re-test the site.

Mike Lowery, Lakeview Drive, discussed the possible reuse of the current Library building. He said the town should try to better understand what the future purposes of the building might be, how long it will take to resolve the legal matters, how much it will cost, and what the likelihood of success would be. He said this

only postpones projects like a community center and field renovations. He asked the Board to not fund any additional legal actions to set aside public charity trust that has been established for 5 Concord Road.

Carole Plumb, Bald Rock Road, stated that she felt that William Steinberg being appointed to the Finance Committee with his wife being on the School Committee is a conflict of interest. She said she looked at the conflict of interest website and questioned if W. Steinberg had filled out the required forms yet.

Ginny Redpath, 3 Campbell Road, stated that her major concern about the proposed Oxbow field is the safety of drivers, bikers, and walkers. She said there are no sidewalks in the neighborhood and a lot of drivers speed. She said there would have to be speed bumps put in if there is going to be more traffic.

Brud Wright, Chair of Recreation Commission, stated that he appreciated everyone's comments so far tonight. He said he walked the Oxbow Meadows site and the project has cleared the hurdle of environmental safety and a traffic study was done. He said they have been addressing the issues with the neighbors. He explained that the conditions of Wayland's fields are because they are over used.

L. Jurist joined the meeting during the previous comment.

Pat Thompson, Lincoln resident at 116 Chestnut Circle (and former Wayland resident), said the Oxbow Meadow field will have a tremendous negative effect on the neighborhood. She said a "Friends of Oxbow Meadows" has been formed and they are looking for any suggestions from the Board on how this issue can be revisited.

Joey Rexler, Lincoln resident at 50 Windingwood Lane, said she didn't attend the last Recreation meeting because she didn't find out until a week before. She said a proper traffic study must be done again at an appropriate time. She also said that the field is being moved closer to Lincoln.

L. Jurist said anyone can go on the website to check to see when the Recreation meetings are held.

Alice Boelter, Lake Shore Dr., seconded the statements M. Lowery made about the Library building.

A3. Liquor Licenses: Vote to Approve Change of Manager, Dudley Chateau The Board met with the new Dudley Chateau manager, Mandy Phillips, to discuss the Change of Manager application. C. Karlson said she thinks Mandy is doing a great job. D. Levine asked if they had any official relationship with neighbors. M. Phillips said that whenever there is a problem they reach out to her. Chief Irving said the changes there are night and day, and he commends the job that she has been doing.

C. Karlson moved, seconded by D. Levine, to approve the Change of Manager application for Mandy Phillips at the Dudley Chateau of Cochituate Inc., dba The Dudley Chateau, at 20 Crest Road. YEA: L. Anderson, M. Antes, C. Karlson, L. Jurist, D. Levine. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

A4. Joint Meeting with the Wayland Housing Authority for Potential Vote to Appoint Miriam Andrews to the Wayland Housing Authority to Fill a Term to Expire Upon the 2018 Annual Town Election The Board was joined by members of the Housing Authority (Susan Weinstein, Kevin Goodwin, and Mary Antes) to consider the appointment of Miriam Andrews to the Housing Authority.

The Board interviewed Miriam Andrews at the last meeting but did not vote because the Wayland Housing Authority did not have a quorum.

C. Karlson moved, seconded by D. Levine to appoint Miriam Andrews to the Wayland Housing Authority for a term to expire at the 2018 Annual Town Elections. YEA: L. Anderson, C. Karlson, L. Jurist, D. Levine, NAY: none. ABSENT: none. ABSTAIN: M. Antes. Adopted 4-0-1.

The Wayland Housing Authority also voted. M. Antes moved, seconded by S. Weinstein to appoint Miriam Andrews to the Wayland Housing Authority for a term to expire at the 2018 Annual Town Elections. YEA: K. Goodwin, S. Weinstein, M. Antes, Adopted 3-0.

A5. Enter into Executive Session Pursuant to Massachusetts General Laws Chapter 30A, Section 21(a) (6) to Consider the Purchase, Exchange, Taking, Lease or Value of Real Property in Regard to the River's Edge Project at 484-490 Boston Post Road; and Pursuant to Massachusetts General Laws Chapter 30A, Section 21(a)(3) to Discuss Strategy with Respect to Litigation in Pending Action regarding Bernstein, et al v. Planning Board, et al, Boelter et al v. Wayland Board of Selectmen and 20 Millbrook Road, and to Discuss Whether the Town should Pursue Legal Proceedings with Respect to the Town's Agreement with Twenty Wayland, LLC, relative to Property and Development located off 400-440 Boston Post Road; and to Discuss Strategy with Respect to and in Preparation for Collective Bargaining with Police, Fire, AFSCME 1, AFSCME 2, Library, and Teamsters, Representing Town Employees, because a Public Discussion of these Matters may have a Detrimental Effect on the Negotiating, Litigating or Bargaining Position of the Town At 7:38 p.m., L. Anderson moved, seconded by M. Antes, that the Board of Selectmen enter into executive session pursuant to Massachusetts General Laws Chapter 30A, Section 21(a) (6) to consider the purchase, exchange, taking, lease or value of real property in regard to the Rivers Edge Project at 484-490 Boston Post Road; and pursuant to Massachusetts General Laws Chapter 30A, Section 21(a)(3) to discuss strategy with respect to litigation in pending actions regarding Bernstein, et al v. Planning Board, et al, Boelter et al v. Wayland Board of Selectmen, and 20 Millbrook Road; and to discuss whether the Town should pursue legal proceedings with respect to the Town's agreement with Twenty Wayland, LLC, relative to property and development located off 400-440 Boston Post Road; and to discuss strategy with respect to and in preparation for collective bargaining with Police, Fire, AFSCME 1, AFSCME 2, Library, and Teamsters, representing Town employees. The Chair declared that a public discussion of these matters may have a detrimental effect on the litigating, bargaining or negotiating position of the Town. Roll call vote: YEA: L. Anderson, M. Antes, C. Karlson, L. Jurist, D. Levine. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0. Chair L. Anderson invites attendance by Town Administrator Nan Balmer, Assistant Town Administrator/Human Resources Director John Senchyshyn, Police Chief Robert Irving, Town Engineer Paul Brinkman, Town Counsel Amy Kwesell, Special Counsel David Wiener, and Economic Development Committee Chair Rebecca Stanizzi.

The Board returned to open session at 8:40 p.m.

A6. Potential Vote to Approve Memorandums of Agreement for Successor Collective Bargaining Agreements with the AFSCME-2 and Teamster Unions

C. Karlson moved, seconded by M. Antes to Approve Memorandum of Agreement for Successor Collective Bargaining Agreement between the Town of Wayland and AFSCME-2 Local 690 for the period of July 1, 2017 through June 30, 2020 and to Approve Memorandum of Agreement for Successor Collective Bargaining Agreement between the Town of Wayland and the Wayland DPW Association Teamsters Local 170 for the period of July 1, 2017 through June 30, 2020. YEA: L. Anderson, M. Antes, C. Karlson, L. Jurist, D. Levine. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

A8. Vote to Approve the River's Edge Land Development Agreement and Authorize the Town Administrator to Execute the Land Disposition Agreement, and All Related Documents on Behalf of the Board of Selectmen

C. Karlson provided a brief overview of the Board's work to date on the River's Edge project. C. Karlson moved, seconded by D. Levine to Record the Vote of The Wayland Board of Selectmen July 24, 2017 as follows: At a duly called public meeting of the Wayland Board of Selectmen on July 24, 2017, the Board voted as follows with respect to the land and improvements located at 484-490 Boston Post Road in Wayland, Massachusetts, identified on the Wayland Assessor's Map as Parcels #22-3, 22-6 and 22-7 and commonly known as River's Edge {the "Property"}: (a) To approve that certain Land Disposition Agreement for the Town's sale of the Property in substantially the form presented to the Board at its July 24, 2017 meeting, with final changes to be approved by the Town Administrator in consultation with town counsel or special town counsel as reasonably necessary (the "LDA"); and (b) To authorize the Town Administrator to execute the LDA, including the Escrow Agreement and Right of Entry Agreement, which are exhibits to the LDA, on behalf of the Board of Selectmen. In discussion C. Karlson explained this allows the Town Administrator to sign on the Board's behalf after working with Town Counsel. C. Karlson said this project has been going on for years but this part has been a culmination of a good solid year of negotiations. YEA: L. Anderson, M. Antes, C. Karlson, L. Jurist, D. Levine. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

C. Karlson recognized some of the people who served on Rivers Edge Advisory Committee of past and present who helped to make this possible.

A7. Meet with Town Counsel and Review Report

1. Library Matters: Review Actions to Fund New Library, Re-use of 5 Concord Road
Town Counsel A. Kwesell stated we need to hear from the town and specifically the Library Board of Trustees on what they need and what kind of future use they want. C. Karlson said the Library Board of Trustees also wants to understand its financing options and where the town is financially. A. Kwesell explained the difference between debt exclusion, capital expenditure and an override. Debt exclusion goes on for the life of the borrowing, capital expenditure is for one year and an override is forever. They discussed the timeframe and calendar with regards to special town meeting. A. Kwesell discussed the ways the town can use the old library building. The cost and timing of going to Probate Court was discussed. C. Karlson stated that knowing if the old library building can be used for something else would be key to know before the town votes. A. Kwesell said the first step may be finding out what most likely re-uses are for the building. She said if the town can incorporate library uses for the required portion of the building, then they could use the 5 Concord Road property and avoid Probate Court. She said it would save the Town money if they could give Town Counsel ideas on how the required portion of the building would be used, then Town Counsel can look into it. In the meantime, they can also consider Probate Court and get more information about that. L. Anderson suggested using the WRAP report to find uses for library portion of the building. It was brought up that the Trustees could also consult staff.
2. Wayland Meadows: Vote to Sign Deed, Vote to Sign IRS Land Donation Form, Vote to Approve and Sign Wayland Meadows Agreement
L. Anderson said they will defer this topic to another meeting.
3. Review Special Municipal Employee Law
A. Kwesell explained the law and the three requirements for the Board to designate a position as a Special Municipal Employee. She noted that the town can only designate a position not an employee.

She said in this instance the Assistant Football Coach was advised by the Ethics Commission so Town Counsel defer to that opinion.

4. 40B Process

A. Kvesell stated that the Town Planner's letter request for Housing Production Plan Certification from the DHCD was denied. She said she's not surprised by this decision. Based on her review of prior cases it would not be worth appealing the decision, but it was worth trying.

A9. Vote to Appoint Assistant Football Coaches as Special Municipal Employees

C. Karlson moved, seconded by M. Antes to Appoint Assistant Football Coaches as Special Municipal Employees. YEA: L. Anderson, M. Antes, C. Karlson, L. Jurist, D. Levine. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

A11. Consent Calendar: Review and Vote to Approve (See Separate Sheet) M. Antes moved, seconded by L. Jurist, to approve the Consent Calendar. The Board discussed the items to approve the appointment of Kamal Namou and Andy Oppenheim to the Economic Development Committee. The Board thanked both for their attendance at tonight's meeting. YEA: L. Anderson, M. Antes, C. Karlson, L. Jurist, D. Levine. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

A10. Minutes: Review and Vote to Approve Minutes of July 10, 2017 D. Levine moved, seconded by M. Antes to approve the minutes of July 10, 2017, as amended. YEA: L. Anderson, M. Antes, C. Karlson, L. Jurist, D. Levine. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

A12. Review Correspondence (See Separate Index Sheet) The Board reviewed the week's correspondence. C. Karlson said it was sad to see Carolyn Bargoot resign from the Audit Committee. L. Anderson asked what can be done about the letter from E. Scola regarding the barn located at 24 School Street. It was decided that N. Balmer would contact her and forward it over to the ZBA since they are taking up that property at their next meeting. N. Balmer explained the transitional audit on the Tax Collector's Office done at the Assessor's request.

A13. Report of the Town Administrator

1. **Correspondence:** N. Balmer said Correspondence was already discussed throughout the meeting.
2. **Police Chief Interview Panel:** N. Balmer said she's getting together with J. Senchyshyn this upcoming week to discuss the interview panel. She would like the Board to provide input on the composition of the panel tonight. L. Anderson requested feedback from the Board on our appointee. L. Anderson said she's interested but also realizes D. Levine has an interest in public safety and deals with Police Chiefs at his job. The Board agreed that L. Anderson would sit on the panel and D. Levine said he's happy to help if she has any questions. The Board discussed having a resident sit on the Board and whether the interviews would be public. N. Balmer will reach out to the CoA Director for a potential senior resident for the panel and will also research whether the interviews can be conducted in public.
3. **Open Meeting Law Training:** N. Balmer said M. DiNapoli is working on setting up a fall training with KPLaw. D. Levine offered to work with M. DiNapoli on that project.
4. **FY19 Budget Process:** Nan reported the Finance Committee met last week for the first time since its membership filled out. She said they are working together and they will come up with a process which will be different from last year.
5. **Board of Selectmen Schedule:** N. Balmer said there will be a meeting next Monday.

6. **Town Administrator's Update for Evaluation:** N. Balmer attached an update on her progress towards her goals.

A14. Selectmen's Reports and Concerns M. Antes announced that the Housing Authority lost its representative to the Housing Partnership. To explain the volunteer openings to residents, she suggested posting a more descriptive posting in the Town Crier and she would be willing to do this for other volunteer positions as well. L. Anderson announced the Suburban Coalition voted to disband at their last meeting. D. Levine asked if in light of all the public comments and letters the town has received regarding the Recreation field that will border the town of Lincoln it would be appropriate for a member the Board of Selectmen to reach out to Lincoln's Board of Selectmen and/or Town Administrator. L. Jurist said that the field shouldn't have been a surprise to people and he wouldn't want to give false hope to them. D. Levine said it would just be a conversation. C. Karlson said as good neighbors we should have reached out in some way as a courtesy and we should now if we didn't already. L. Anderson said she will let Lincoln's BOS Chair know when the next Recreation meeting is since there will be opportunity for public comment. The Board discussed the public comment on cell towers and asked about the process going forward.

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

A16. Adjourn There being no further business before the Board, D. Levine moved, seconded by L. Jurist to adjourn the meeting of the Board of Selectmen at 9:45 p.m. YEA: L. Anderson, M. Antes, C. Karlson, L. Jurist, D. Levine. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

Items Distributed for Information and Use by the Board of Selectmen at the Meeting of July 24, 2017

1. Memorandum of 7/24/17 from Rick Conard and Gretchen Schuler, Historical Commission, to Board of Selectmen, re: Rail-Trail Construction and Artifacts
2. Excerpts from the Final Report, Investigation of Former Nike Missile Sites for Potential Toxic and Hazardous Waste Contamination, March 1986
3. Memorandum of 7/24/17 from Town Counsel Amy Kwesell to Nan Balmer, Town Administrator, re: Town Counsel Updates for Board of Selectmen Meeting, July 24, 2017, Open Session
4. Officers of the Town of Wayland, 1963
5. Draft Press Release, Board of Selectmen Signs Land Disposition Agreement for River's Edge Project

Items Included as Part of Agenda Packet for Discussion During the July 24, 2017 Board of Selectmen's Meeting

1. Application for Change of Manager for Dudley Chateau, 20 Crest Road
 2. Email of 7/19/17 from KP Law to Nan Balmer, Town Administrator, re: Wayland Meadows, with Documents Agreement with Wayland Meadows, LLC, Deed from Wayland Meadows, LLC, IRS Form 8283, and Charitable Donation Letter
 3. Email of 7/19/17 from Anderson Kreiger to Nan Balmer, Town Administrator, re: Proposed Vote to Approve the River's Edge Land Development Agreement
 4. Draft Minutes of July 10, 2017
 5. Report of the Town Administrator for the Week Ending July 21, 2017
-

(13) TOWN ADMINISTRATOR REPORT

TOWN ADMINISTRATOR'S REPORT WEEK ENDING AUGUST 4, 2017

1. CORRESPONDENCE

No comments this week

2. MEMORANDUM TO FINANCE COMMITTEE

Attached is a response, developed with finance staff to assist the Finance Committee on various matters.

DATE: AUGUST 3, 2017
TO: DAVID WATKINS, CHAIR FINANCE COMMITTEE
FROM: NAN BALMER, TOWN ADMINISTRATOR
RE: FINANCE COMMITTEE PROJECTS

Thank you for forwarding the Finance Committee's requests. To respond, the Finance Director, Treasurer, Assistant Town Administrator, Finance Administrator and I met for about 90 minutes. The Treasurer and I then followed up with a conference call with the Treasurer's Financial Advisor.

The following is our response to the Finance Committee's requests included in the memorandum of July 11, 2017 from Mr. Shigley to the Treasurer:

1. FUNDING STRATEGIES FOR THE FY 19 AND FIVE YEAR CAPITAL PLANS

The Financial Advisor is available to meet beginning the week of August 21st to discuss budget policy and strategies for funding capital projects. The Treasurer will schedule this meeting which should include the Finance Director, Treasurer and Town Administrator as well as the Board of Selectmen liaison. The Financial Advisor recommends this meeting happen as soon as possible so that there can be agreement on financial strategies before the next bond rating call with town staff, which is expected in late September.

We believe it is important to agree upon a budget process and policies that continue from year to year. Before year's end, the Collins Center, under a Community Compact grant will recommend a set of "best practice" financial policies / strategies for adoption by the Board of Selectmen in consultation with the Finance Committee to guide the Finance Committee in future years.

2. CAP – X STABILIZATION FUND:

The Financial Advisor can discuss Cap-X Stabilization at the same meeting. For this subject in particular, it is important that the Finance Director, Treasurer, Town Administrator and the Selectman liaison are present.

3. BOND REFUNDING – AFFECT ON 5 YEAR PLAN:

The effect of bond refunding in a one – five year time budget horizon is immaterial in budget planning. Opportunities for refinancing are considered throughout the year by the Treasurer and Financial Advisor and are presented to the Selectmen for action as appropriate.

4. COMPARISONS OF DEBT SERVICE FOR PEER TOWNS:

The Treasurer will be happy to work on a debt service comparison for peer towns with the assistance of the Financial Advisor and will provide a document to the Finance Committee by the end of September. Please forward the Finance Committee's written requirements for the project.

5. TOWN BOND RATING LETTERS:

The Financial Advisor will provide bond rating letters from peer towns that are relevant to Wayland and discuss the letters and their significance to Wayland at the meeting.

6. ADDITIONAL FINANCE COMMITTEE WORK – FINANCIAL ADVISOR

The role of the Financial Advisor is to act as Fiscal Agent to the Treasurer and Board of Selectmen for the issuance and management of debt. The Financial Advisor is also available to assist the Treasurer, Finance Director and Town Administrator with debt planning. Please let me know if additional work is requested by the Finance Committee from the Financial Advisor. Some, but not all, additional work may be charged under the contract on an hourly basis. If you find in your work and need for immediate assistance, please let me know.

We are looking forward to working with you on the FY 19 budget and other Finance Committee matters. The Town's senior staff is in support of continuing this structured process and dialogue with the Finance Committee and appreciate that the Chair was appointed as the primary contact from the Finance Committee to the Town Administrator and Finance Director. The Finance Team looks forward to continuing this relationship and will meet as required to respond to requests from the Finance Committee.

Thanks.

Cc: Finance Committee
Board of Selectmen
Finance Director
Treasurer
Director of Assessing
Assistant Town Administrator
Finance Administrator
School Business Manager
Financial Advisor



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

TOWN OF WAYLAND

41 COCHITUATE ROAD
WAYLAND, MASSACHUSETTS 01778

BOARD OF SELECTMEN

LEA T. ANDERSON
MARY M. ANTES
LOUIS M. JURIST
CHERRY C. KARLSON
DOUGLAS A. LEVINE

BOARD OF SELECTMEN

Monday, August 7, 2017
Wayland Town Building
Selectmen's Meeting Room
41 Cochituate Road Wayland

CONSENT CALENDAR

1. Vote the Question of Approving and Signing the Weekly Payroll and Expense Warrants
2. Vote the Question of Approving the Invoice dated July 31, 2017, for Special Town Counsel Mark J. Lanza for Services through July 31, 2017: \$5,144.20
3. Vote the Question of Approving the Invoice for River's Edge Special Counsel Anderson & Krieger LLP, dated July 31, 2017, for Legal Services Rendered through June 30, 2017, Reference # 122014/5415-001: \$378.00
4. Vote the Question of Approving the Ethics Disclosure Under Massachusetts General Laws Chapter 268, Section 10(d) for David Watkins regarding ClearGov Contract

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 - 7/31/2017

SUMMARY

FEE CALCULATION: 22.0 HOURS X \$175.00 PER HOUR =	\$ 3,850.00
DISBURSEMENTS (See below for detail)	1,294.20
TOTAL 7/31/17 INVOICE.....	<u>\$5,144.20</u>

DISBURSEMENTS

Postage	13.40
Copying	8.50
Courier Serv. 7/11/17	60.50
SJC Brief Printing & Filing - Boelter OML Case	1,211.80
Total Disbursements	<u>\$1,294.20</u>

ANDERSON KREIGER

Anderson & Kreiger LLP
50 Milk Street, 21st Floor
Boston, MA 02109
(617)621-6500
EIN: 04-2988950

July 31, 2017

Town of Wayland
Attn: Nan Balmer
Town Administrator
1st Floor, Selectmen's Office
41 Cochituate Road, Wayland, MA 01778

Reference # 122014 / 5415-001

In Reference To: River's Edge Special Counsel

Professional Services

			<u>Hours</u>	<u>Amount</u>
6/28/2017	SBD	Revise and update exhibits to LDA.	1.20	324.00
6/30/2017	SBD	Emails to and from D. Allen re: extension and status of exhibits.	0.20	54.00
		Sub-total:	1.40	<u>378.00</u>

Sub-total Fees: 378.00

Attorney/Paralegal Summary

Name	Hours	Rate	Amount
Stephanie B. Dubanowitz	1.40	270.00	378.00

Total Current Billing: 378.00

Previous Balance Due: ~~11,946.07~~

Total Now Due: ~~12,324.07~~

PLEASE NOTE: ALL BALANCES DUE WITHIN 30 DAYS

DATE: AUGUST 7, 2017
TO: BOARD OF SELECTMEN
FROM: NAN BALMER, TOWN ADMINISTRATOR
RE: APPROVAL OF 20 (d) ETHICS EXEMPTION

**REQUESTED ACTION:
APPROVAL OF SECTION 20 (d) EXEMPTION REQUESTED BY DAVID WATKINS FOR CLEAR GOV
CONTRACT**

BACKGROUND:

- Under an action taken by the Selectmen in 1963, members of the Finance Committee are designated by the Board of Selectmen as Special Municipal Employees. This designation continues until reversed by the Selectmen. As Special Municipal Employees, members of the Finance Committee may, in certain circumstances, have a financial interest in a contract with the Town.
- David Watkins, Chair of the Finance Committee, has a financial interest in Clear Gov, which has a contract with the Town, funded in the Finance Department which is a department under the Board of Selectmen.
- Mr. Watkins submitted a 20(d) disclosure form regarding the Clear Gov contract on January 4, 2017. The disclosure form was not also submitted to the Board of Selectmen at that time, but was recently forwarded to the Board of Selectmen by the Town Clerk.
- Town Counsel reviewed the circumstances of the relationship and determined that since the Ethics Commission is likely to interpret that Mr. Watkins' work with the Town requires that the Board vote to approve an exemption for Mr. Watkins to both hold the contract and serve as on the Finance Committee.
- Mr. Watkins submitted a second disclosure form, because of an interest in a potential contract for school bus parking. No action is necessary on the interest in the potential contract unless a contract is awarded.
- Upon approval of the exemption, the Chair may sign the disclosure which states:

We have received a disclosure under G.L. c. 268A, section 20 (d) from a special municipal employee who seeks to have a financial interest in a contract made by a municipal agency of this city or town. We understand that the special municipal employee participates in, or has official responsibility for, the activities of the municipal agency that made the contract. We approve this exemption under Section 20 (d) regarding the financial interest identified by the special municipal employee.

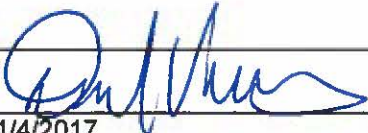
If the Board determines that it needs more information, this matter can be scheduled for discussion at a later meeting

**DISCLOSURE BY SPECIAL MUNICIPAL EMPLOYEE
OF FINANCIAL INTEREST IN A MUNICIPAL CONTRACT
AS REQUIRED BY G. L. c. 268A, § 20(d)**

SPECIAL MUNICIPAL EMPLOYEE INFORMATION	
Name of special municipal employee:	David V. Watkins
Put an X beside one statement.	<p>I am a special municipal employee because:</p> <p><input type="checkbox"/> I am a selectman in a town with a population of 10,000 or fewer people;</p> <p><input checked="" type="checkbox"/> I am not a mayor, alderman or city councilor, and</p> <p><input type="checkbox"/> I serve in a municipal position for which no compensation is provided, or</p> <p><input type="checkbox"/> I earned compensation for fewer than 800 hours in the preceding 365-day period, or</p> <p><input type="checkbox"/> By the classification of my position by my municipal agency or by the terms of a contract or my conditions of employment, I am permitted to have personal or private employment during normal business hours.</p> <p><input type="checkbox"/> I work for a company or organization which has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the municipal is contracting for my services in particular, and the contract states that I am a special municipal employee or indicates that I meet one of the three requirements listed above.</p>
Title/ Position	Chairman, Wayland Finance Committee
Fill in this box if it applies to you.	If you are a special municipal employee because a municipal agency has contracted with your company or organization, please provide the name and address of the company or organization.
Municipal Agency/ Department:	This is "my Municipal Agency." Finance Committee, Town of Wayland Massachusetts
Agency Address:	41 Cochituate Rd, Wayland, MA 01778-2604
Office phone:	508-358-7701
Office e-mail:	bklein@wayland.ma.us
	Check one: <input type="checkbox"/> Elected or <input checked="" type="checkbox"/> Non-elected
Starting date as a special municipal employee.	7/28/2014

2017 JAN -4 PM 12:4
 TOWN OF WAYLAND
 TOWN CLERK

<p>BOX # 1</p> <p>Select either STATEMENT #1 or STATEMENT #2.</p> <p>Write an X by your financial interest.</p>	<p>ELECTED SPECIAL MUNICIPAL EMPLOYEE</p> <p>I am an elected special municipal employee.</p> <p><input type="checkbox"/> STATEMENT #1: I had a financial interest in a contract made by a municipal agency before I was elected to a compensated special municipal employee position. I will continue to have this financial interest in a municipal contract.</p> <p><input checked="" type="checkbox"/> STATEMENT #2: I will have a new financial interest in a contract made by a municipal agency.</p> <p>My financial interest in a contract made by a municipal agency is:</p> <p><input type="checkbox"/> A compensated, non-elected position with a municipal agency.</p> <p><input type="checkbox"/> A contract between a municipal agency and myself.</p> <p><input checked="" type="checkbox"/> A financial benefit or obligation because of a contract that a municipal agency has with another person or with a company or organization.</p> <p><input type="checkbox"/> Other work because a municipal agency has a contract with my company or organization and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the municipal is contracting for my services in particular.</p>
<p>BOX #2</p> <p>Select either STATEMENT #1 or STATEMENT #2.</p> <p>Write an X by your financial interest.</p>	<p>NON-ELECTED SPECIAL MUNICIPAL EMPLOYEE</p> <p>I am a non-elected special municipal employee (compensated or uncompensated).</p> <p><input type="checkbox"/> STATEMENT #1: I had a financial interest in a contract made by a municipal agency, other than an employment contract, before I took a non-elected, compensated special municipal employee position. I will continue to have this financial interest in a municipal contract.</p> <p>My financial interest in a contract made by a municipal agency is:</p> <p><input type="checkbox"/> A contract between a municipal agency and myself, but not an employment contract.</p> <p><input type="checkbox"/> A financial benefit or obligation because of a contract that a municipal agency has with another person or with a company or organization.</p> <p>OR</p> <p><input checked="" type="checkbox"/> STATEMENT #2: I will have a new financial interest in a contract made by a municipal agency.</p> <p>My financial interest in a contract made by a municipal agency is:</p> <p><input type="checkbox"/> A compensated, non-elected position with a municipal agency.</p> <p><input type="checkbox"/> A contract between a municipal agency and myself.</p> <p><input checked="" type="checkbox"/> A financial benefit or obligation because of a contract that a municipal agency has with another person or with a company or organization.</p> <p><input type="checkbox"/> Other work because a municipal agency has a contract with my company or organization and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the municipal is contracting for my services in particular.</p>
<p>Name and address of municipal agency that made the contract</p>	<p>FINANCIAL INTEREST IN A MUNICIPAL CONTRACT</p> <p>This is the "contracting agency." Town Administrator Town of Wayland 41 Cochituate Road Wayland, MA 01778</p>
<p>Write an X to confirm this statement.</p>	<p><input checked="" type="checkbox"/> In my work as a special municipal employee for my Municipal Agency, I participate in or have official responsibility for activities of the contracting agency.</p>

FILL IN THIS BOX OR THE NEXT BOX	ANSWER THE QUESTION IN THIS BOX IF THE CONTRACT IS BETWEEN THE MUNICIPAL AGENCY AND YOU. - Please explain what the contract is for.
	ANSWER THE QUESTIONS IN THIS BOX IF THE CONTRACT IS BETWEEN THE MUNICIPAL AGENCY AND ANOTHER PERSON OR ENTITY - Please identify the person or entity that has the contract with the municipal agency. Chris Bullock - What is your relationship to the person or entity? \$100,000 Convertible note holder. - What is the contract for? Cleargov is a software company that presents municipal information in an easy to read format for users.
What is your financial interest in the municipal contract?	- Please explain the financial interest and include the dollar amount if you know it. None.
Date when you acquired the financial interest	None
What is the financial interest of your immediate family?	- Please explain the financial interest and include the dollar amount if you know it. None
Date when your immediate family acquired the financial interest	None
Employee signature:	
Date:	1/4/2017

**SEE NEXT PAGE FOR APPROVAL
BY CITY COUNCIL, BOARD OF ALDERMEN,
BOARD OF SELECTMEN, TOWN COUNCIL,
OR DISTRICT PRUDENTIAL COMMITTEE**

**APPROVAL OF EXEMPTION
BY THE CITY COUNCIL, BOARD OF ALDERMEN, BOARD OF SELECTMEN,
TOWN COUNCIL OR DISTRICT PRUDENTIAL COMMITTEE**

Name:	
Name of approving body: Write an X by one selection.	<input type="checkbox"/> City Council <input type="checkbox"/> Board of Aldermen <input type="checkbox"/> Board of Selectmen <input type="checkbox"/> Town Council <input type="checkbox"/> District Prudential Committee
Title/ Position	
Agency Address:	
Office phone:	
APPROVAL OF § 20(d) EXEMPTION	
	<p>We have received a disclosure under G.L. c. 268A, § 20(d) from a special municipal employee who seeks to have a financial interest in a contract made by a municipal agency of this city or town. We understand that the special municipal employee participates in, or has official responsibility for, activities of the municipal agency that made the contract. We approve this exemption under § 20(d) regarding the financial interest identified by the special municipal employee.</p>
Signature:	On behalf of the Council, Board or Committee identified above, I sign this approval.
Date:	

Attach additional pages if necessary.

File your completed, signed, approved Disclosure with the city or town clerk.



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

TOWN OF WAYLAND

41 COCHITUATE ROAD
WAYLAND, MASSACHUSETTS 01778

BOARD OF SELECTMEN

LEA T. ANDERSON
MARY M. ANTES
LOUIS M. JURIST
CHERRY C. KARLSON
DOUGLAS A. LEVINE

**REVISED PUBLIC DOCUMENTS PROVIDED TO THE
BOARD OF SELECTMEN FROM JULY 28, 2017,
THROUGH AND INCLUDING JULY 200, 2017,
OTHERWISE NOT LISTED AND INCLUDED IN THE
CORRESPONDENCE PACKET FOR AUGUST 7, 2017**

REVISED Items Distributed To the Board of Selectmen – July 28-August 3, 2017

1. Email of 8/2/17 from Nan Balmer, Town Administrator to Board of Selectmen
re: Bernstein v. Town of Wayland
2. Email of 8/3/17 from Sherre Greenbaum, Chair, Conservation Commission,
re: Recommendation of Thomas Klem for Appointment

**Items Distributed for Information and Use by the Board of Selectmen at the
Meeting of July 31, 2017**

1. None

**REVISED Items Included as Part of Agenda Packet for Discussion During the August
7, 2017 Board of Selectmen's Meeting**

1. Memorandum of 8/4/17 to Board of Selectmen re: Appointment of Thomas Klem to the
Conservation Commission
2. Memorandum of 8/7/17 from Nan Balmer, Town Administrator, to Board of Selectmen,
re: Notes for August 7 Meeting and Potential Special Town Meeting Articles
3. Memorandum of 8/7/17 from Susan Bottan, School Business Administrator, to Board of
Selectmen, re: Recommendation to Enter into Contract with HDR Holdings, LLC for
School Bus Parking for FY 2019 through FY 2021
4. Draft Minutes of July 24, 2017
5. Report of the Town Administrator for the Week Ending August 4, 2017



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

TOWN OF WAYLAND

41 COCHITUATE ROAD
WAYLAND, MASSACHUSETTS 01778

BOARD OF SELECTMEN

LEA T. ANDERSON
MARY M. ANTES
LOUIS M. JURIST
CHERRY C. KARLSON
DOUGLAS A. LEVINE

BOARD OF SELECTMEN

Monday, August 7, 2017
Wayland Town Building
Selectmen's Meeting Room

REVISED CORRESPONDENCE

Selectmen

1. Public Comment, Cascade Apartment Complex
2. Public Comment, School Bus Parking
3. Memorandum of 8/1/17 from Beth R. Klein, Town Clerk, to Board of Selectmen,
re: Approved Bylaws
4. Letter of 8/1/17 from Katharine Lord Klein, KP Law, to Middlesex Registry of Deeds,
re: Wayland – Grant of Easements (Stonebridge Road)
5. Monthly Report, Animal Control, July 2017

Minutes

6. Economic Development Committee, June 1, 2017
7. Housing Partnership, May 2, 2017

Region

8. Email of 7/28/17 from Sudbury Valley Trustees re: Hold the Date! Annual Meeting and
Mainstone Celebration, September 10 at Mainstone Farm



DiNapoli, MaryAnn

From: Balmer, Nan
Sent: Wednesday, August 02, 2017 11:11 AM
To: DiNapoli, MaryAnn
Subject: FW: 'Cascade' apartment complex = the largest building in Wayland by far
Attachments: PW - letter to ZBA re size of the Monster - 8.2.2017.pdf; Monster would be the largest building in Wayland - v2a for ZBA - 8.1.2017.pdf

Correspondence

From: Our Members [<mailto:protectwayland@gmail.com>]
Sent: Wednesday, August 02, 2017 10:49 AM
To: Zoning Board of Appeal; Anderson, Lea; Karlson, Cherry; Antes, Mary; Jurist, Louis; Levine, Doug; Sarkisian, Sarkis
Cc: Balmer, Nan
Subject: 'Cascade' apartment complex = the largest building in Wayland by far

To the members of the Wayland Zoning Board of Appeals and Board of Selectmen:

Eden Management AKA Steven Zieff proposed a large apartment complex in Wayland at the former site of Mahoney's Garden Center. The new building plan in the 40B Comprehensive Permit application was surprising:

- This would be the largest building in Wayland by far – more massive than Wayland High School.
- This would also be the largest building of any kind on Route 20 for 35 miles, from Worcester to Watertown – including office buildings, apartments and shopping centers.

Zieff's proposal would be a large development on Route 9 in Framingham, but not out of place in a commercial zone. It is clearly far too big in the middle of Wayland neighborhoods.

Please see the attached letter and document with more details. Please add this letter and the attached document to the public record for this project, and post a copy on the ZBA's website.

Thank you

ProtectWayland.org

To: Wayland Zoning Board of Appeals

41 Cochituate Road
Wayland, MA 01778
Phone: 508.358.3600
Email: ZBA@Wayland.ma.us

From: ProtectWayland.org

RE: 'Cascade' apartment complex = the largest building in Wayland
(113, 115, 117 and 119 Boston Post Road, Wayland, MA 01778)

Date: 2 August, 2017

Eden Management AKA Steven Zieff proposed a large apartment complex in Wayland. The new building plan in the 40B Comprehensive Permit application was surprising:

- This would be the largest building in Wayland by far – more massive than Wayland High School.
- This would also be the largest building of any kind on Route 20 for 35 miles, from Worcester to Watertown – including office buildings, apartments and shopping centers.

Zieff's proposal would be a large development on Route 9 in Framingham, but not out of place in a commercial zone. It is clearly far too big in the middle of Wayland neighborhoods.

Please see the attached document with more details. Please add this letter and the attached document to the public record for this project, and post a copy on the ZBA's website.

ProtectWayland.org

CC: MassHousing

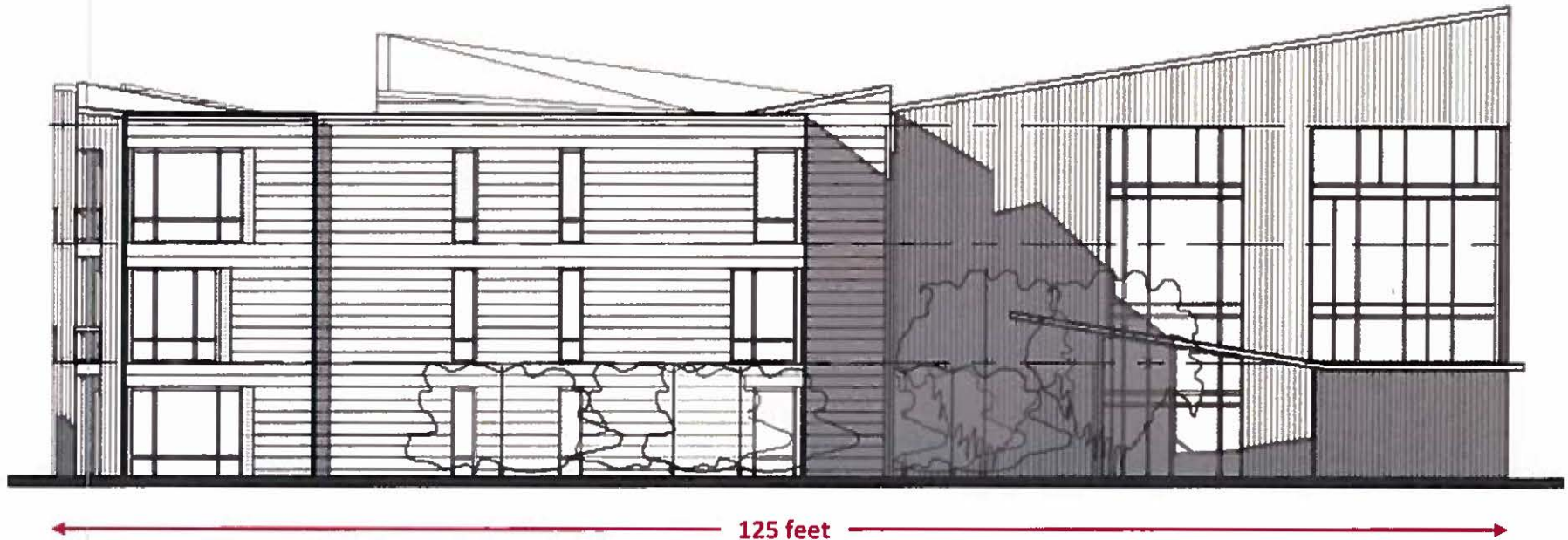
ProtectWayland.org

- Kerry-Ann & Brent Kendall
 - Stewart Smith & Kim Woods
 - Tom Nuspl
 - Kevin & Kristen FitzPatrick
 - Marie Winter
 - Rita & Richard Tse
 - Mark & Nadine Hays
 - Peter & Sue Keller
 - Tonya & Rick Peck
 - Michelle Leinbach & Rob Travis
 - Jasmine & Jim Newland
 - Janet Kutner
 - Malcolm Astley
 - Ron & Pami Terren
 - Marisol Tabares & Jorge Alzate
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 - Mai-Lan & Hendrik Broekman
 - Robert & Michelle Shields
 - Catherine & Todd Burns
 - Joanne Tarlin
 - Matt & Amanda Kosko
 - Chris Palsho
 - Karen & Ken Krowne
-

The Monster 40B Apartment Complex: Largest Building in Wayland

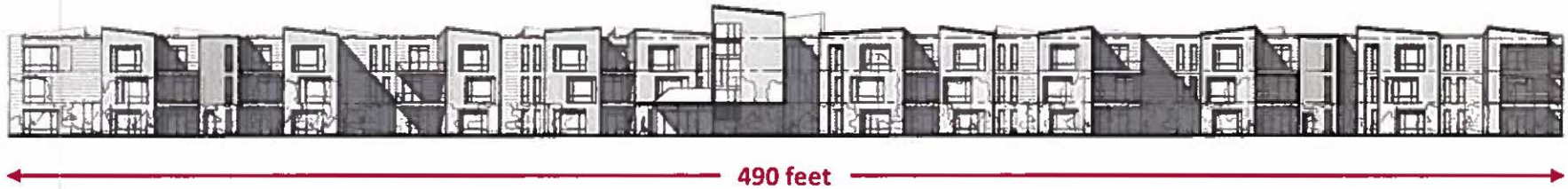
Steven Zieff, the developer behind the plan to build a large apartment complex at the former site of Mahoney's Garden Center, filed his 40B Comprehensive Permit application on Tuesday, 25 July, with drawings of a new building plan. Zieff said he prefers concrete construction despite Wayland's historic charm, and that he is not concerned about building next to Pine Brook. This new plan shows that Zieff was true to his word.

Let's start with the commercial design: Here is the view from the west side. Does this match the New England feel of Wayland neighborhoods – or does it look like an office building on Route 9?

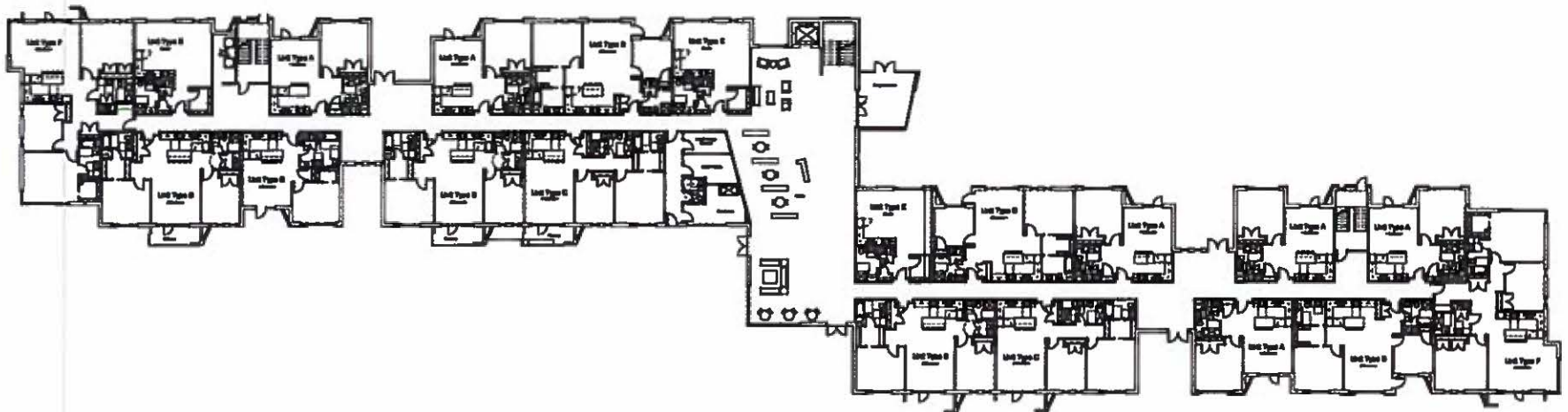


The height was reduced to 3 stories but the number of apartments remained the same: 60. This required a significant horizontal expansion of the building's footprint. So... how big is this new Monster? See the next page.

At 490 feet, this apartment complex is so large that it is difficult to show on an 8.5" x 11" page:



The building would be large even for Route 9 in Framingham. Here is the first floor plan:



This would be the largest structure of any kind in Wayland – more massive than Wayland High School. To find a building of similar size on Route 20, you would have to drive 25 miles west into Worcester or 10 miles east into Watertown. This would be the largest building of any kind on Route 20 *for 35 miles* – including office buildings, apartment buildings, shopping centers etc.

It is difficult to picture how large this Monster apartment complex would actually be: 490 feet long and 125 feet wide. So we compared it to other large buildings in Wayland. Here are the dimensions using Google Earth:

- Donelan's Market: ~120' along the front façade
- Wayland Town Building: ~190 feet on both long sides
- Stop 'n Shop in Town Center: ~232 feet along the front facade
- Wayland High School, along the larger east side where the cafeteria is located: ~413 feet

The Monster would clearly be the largest structure in Wayland, by a large measure.

You have to travel to commercial parts of Natick and Framingham to find a comparable building. For example:

- Lowes on Route 30: ~407' along the front facade
- Walmart next to Shoppers World: ~480' along the front facade
- Home Depot on Route 30: ~540' along the front facade

For a better perspective, here is an aerial view of the Walmart in Framingham – the closest match to the Monster:



This Walmart is not three stories tall, however. Here is a mockup with the height of the building raised to three stories to show how massive the Monster plan would be:



The Wayland Zoning Board of Appeals and MassHousing should consider:

- A. Is the massive size of this apartment complex appropriate for this location in Wayland?
- B. Is the commercial design of this apartment complex compatible with nearby Wayland neighborhoods and the semi-rural character of the Wayland community?
- C. Would this large apartment complex *improve* or *harm* Wayland property values, for generations?
- D. Could a not-for-profit solution provide more affordable housing in Wayland, in a much smaller building?
(The answer is "Yes!". Please see: www.protectwayland.org/a-positive-alternative)

ProtectWayland.org

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2

PETER QUANDT
18 WALTHAM ROAD
WAYLAND, MASSACHUSETTS 01778
Tel: 508.358.6383
Daytime Tel: 617.212.5115
Email: pquandt@comcast.net

RECEIVED

AUG - 3 2017

Board of Selectmen
Town of Wayland

July 27, 2017

Board of Selectman
Town of Wayland
Town Hall
Wayland, MA 01778

Dear Chairman and members:

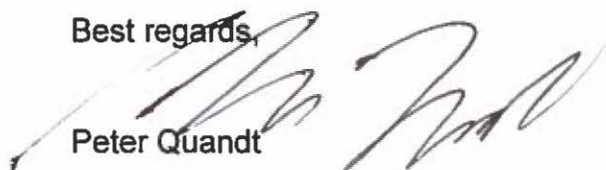
I am writing regarding the school bus parking matter.

I read with horror that we might spend \$587,000 to park the school buses. What is next: parking the fire engines in Weston? Or parking the police cars in Natick? Where does this idiocy end?

We have several schools to which the buses deliver students each day. None of them are newly established. When abutters bought their homes, the schools were there. If the buses are maintained well enough to carry our children on public highways, then they are maintained well enough to park in the school parking lots.

I would also point out that the Carroll School and other organizations, including auto repair shops, churches, and the like, all have vehicles parked on their property. The public schools should be no different.

Best regards,


Peter Quandt

3



TOWN OF WAYLAND

MASSACHUSETTS
01778

TOWN CLERK
BETH KLEIN, CMC
bklein@wayland.ma.us

ASSISTANT TOWN CLERK
DIANE M. GORHAM
dgorham@wayland.ma.us

TOWN BUILDING
41 COCHITUATE ROAD

TEL: 508-358-3630
508-358-3631
www.wayland.ma.us

DATE: August 1, 2017
TO: Board of Selectmen
FROM: Beth R. Klein, Town Clerk
RE: **Approved Bylaws**

RECEIVED

AUG - 3 2017

Board of Selectmen
Town of Wayland

Attached please find certified votes for the Plastic Bag Reduction Bylaw, Polystyrene Food Container Bylaw and the Revolving Fund Bylaw which were approved by the Attorney General's Office.



TOWN OF WAYLAND

MASSACHUSETTS
01778

TOWN CLERK, CMC
Beth R. Klein
bklein@wayland.ma.us

ASSISTANT TOWN CLERK
Diane M. Gorham
dgorham@wayland.ma.us

TOWN BUILDING
41 COCHITUATE ROAD

TEL: 508-358-3630
508-358-3631
FAX: 508-358-1683
www.wayland.ma.us

ANNUAL TOWN MEETING VOTE CERTIFICATE

At a legal meeting of the qualified voters of the TOWN OF WAYLAND, held on April 2nd, 2017, the following business was transacted under Article 23:

ARTICLE 23: PLASTIC BAG REDUCTION BYLAW AS AMENDED

Voted that the Town amend the Code of the Town of Wayland, by adopting a General Bylaw entitled "Plastic Bag Reduction Bylaw" as set forth in Article 23 on Pages 78 through 79 of the Warrant for the 2017 Annual Town Meeting as Amended.

Section 1. Purpose and Intent

The production and use of thin-film single-use plastic checkout bags have significant impacts on the environment, including, but not limited to: contributing to the potential death of aquatic and land animals through ingestion and entanglement; contributing to pollution of the natural environment; creating a burden to solid waste collection and recycling facilities; clogging storm drainage systems; and requiring the use of millions of barrels of crude oil nationally for their manufacture. The purpose of this bylaw is to protect the Town's unique natural beauty and its water and natural resources by eliminating single-use plastic checkout bags that are distributed in the Town of Wayland and to promote the use of reusable bags.

Section 2. Definitions

2.1 *Checkout bag* means a carryout bag provided by a store to a customer at the point of sale. Checkout bags shall not include bags, whether plastic or not, in which loose produce or products are placed by the consumer to deliver such items to the point of sale or checkout area of the store.

2.2 *Grocery Store* means a retail establishment where more than fifty percent (50%) of the gross floor area is devoted to the sale of food products for home preparation and consumption, which typically also offers home care and personal care products.

2.3 *Retail Store* means any business facility that sells goods directly to the consumer whether for or not for profit, including, but not limited to, retail stores, restaurants, pharmacies, convenience and grocery stores, liquor stores, seasonal and temporary businesses.

2.4 *Reusable checkout bag* means a bag with handles that is specifically designed and manufactured for multiple reuse and is either polyester, polypropylene, cotton or other durable material, or durable plastic that is at least 4.0 Mils in thickness.

2.5 *Thin-film single-use plastic bags* are those bags typically with handles, constructed of high-density polyethylene (HDPE), low density polyethylene (LDPE), linear low density polyethylene (LLDPE), polyvinyl chloride (PVC), polyethylene terephthalate (PET), or polypropylene (other than woven and non-woven polypropylene fabric), if said film is less than 4.0 mils in thickness.

2.6 *Recyclable paper bag* means a paper bag that is 100 percent recyclable and contains at least 40% post-consumer recycled content, and displays the words "recyclable" and "made from 40% post-consumer recycled content" in a visible manner on the outside of the bag.

2.8 This bylaw shall be known as the *Plastic Bag Reduction Bylaw*.

Section 3. Use Regulations

3.1 Thin-film single-use plastic bags shall not be distributed, used, or sold for checkout or other purposes at any retail store or grocery store within the Town of Wayland.

3.2 If a retail store provides or sells checkout bags to customers, the bags must be one of the following (1) recyclable paper bags, or (2) reusable checkout bags.

3.3 Thin-film plastic bags used to contain dry cleaning, newspapers, produce, meat, bulk foods, wet items and other similar merchandise, typically without handles, are still permissible.

Section 4. Effective Date

This bylaw shall take effect six (6) months following approval of the bylaw by the Attorney General or January 1, 2018, whichever is later. Upon application of the owner or the owner's representative, the Board of Selectman or their designee may exempt a retail store from the requirements of this section for a period of up to six (6) months upon a finding by the Board of Selectman that (1) the requirements of this section would cause undue hardship; or (2) a retail store requires additional time in order to draw down an existing inventory of checkout bags.

Section 5. Enforcement

5.1 Enforcement of this bylaw shall be the responsibility of the Board of Selectman or their designee. The Board of Selectman or their designee shall determine the monitoring process to be followed, which may be limited to responding to citizen reports, incorporating the process into other town duties as appropriate.

5.2 Any retail or grocery store distributing plastic checkout bags in violation of this bylaw shall be subject to a non-criminal disposition fine as specified in Section 2-2 of the bylaws, Noncriminal disposition of violations; enforcement. Any such fines shall be paid to the Town of Wayland.

5.3 Section 2-2 is amended to add a new section as follows:

Violation of the Plastic Bag Reduction Bylaw

- (1) Penalty: 1st offense – Warning;
2nd offense - \$50 per day; 3rd and each subsequent offense - \$100 per day.
- (2) Enforcing persons: Board of Selectman or their designee

Section 6. Severability

If any provision of this bylaw is declared invalid or unenforceable the other provisions shall not be affected thereby.

VOTED ON AMENDED MOTION:

IN FAVOR: 188
OPPOSED: 22 MOTION PASSED

A true copy, Attest:



Beth R. Klein
Town Clerk



TOWN OF WAYLAND

MASSACHUSETTS
01778

TOWN CLERK
Beth R. Klein
bklein@wayland.ma.us

ASSISTANT TOWN CLERK
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ANNUAL TOWN MEETING VOTE CERTIFICATE

At a legal meeting of the qualified voters of the TOWN OF WAYLAND, held on April 2nd, 2017, the following business was transacted under Article 24:

ARTICLE 24: POLYSTYRENE FOOD CONTAINER BYLAW

Voted that the Town vote to amend the Code of the Town of Wayland, by adopting a General Bylaw entitled "Polystyrene Food Container Bylaw" as set forth in Article 24 on Pages 81 through 82 of the Warrant for the 2017 Annual Town Meeting.

Section 1. Purpose and Intent

Polystyrene contains dangerous substances which when heated release toxic chemicals that may be carcinogenic. Eliminating polystyrene food and beverage containers is in the best interest of the health and welfare of the inhabitants of the Town of Wayland. Expanded polystyrene food containers form a significant portion of the solid waste going into our landfills. Polystyrene is not biodegradable; once buried in a landfill it will remain there for centuries.

Section 2. Definitions

1. "*Disposable Food Service Container*" means single-use disposable products for serving or transporting prepared, ready-to-consume food or beverages. This includes but is not limited to plates, cups, bowls, trays and hinged or lidded containers. This definition includes single-use disposable items such as straws, cup lids, or utensils.
2. "*Food Establishment*" means an operation that stores, prepares, packages, serves, vends, or otherwise provides food for human consumption. Food Establishment shall include any fixed or mobile place, structure or vehicle whether permanent, transient, or temporary, private, public or non-profit, routinely serving the public; or any other eating and drinking establishment or place in which food or drink is prepared for sale or for service to the public on the premises or elsewhere. School cafeterias are included in this ordinance.
3. "*Polystyrene*" means and includes blown polystyrene and expanded and extruded foams (sometimes called "Styrofoam," a Dow Chemical Co. trademarked form of EPS insulation) also referred to as expanded polystyrene (EPS), which are thermoplastic petrochemical materials utilizing a styrene monomer and processed by any number of techniques including, but not limited to, fusion of polymer spheres (expandable bead polystyrene), injection molding, form molding, and extrusion-blow molding (extruded foam polystyrene); and in this bylaw is referenced as "Foam Polystyrene." Foam Polystyrene is generally used to make cups, bowls, plates, trays, clamshell containers, meat trays and egg cartons. The term also means and includes clear or solid polystyrene which is also known as "oriented," and referenced in this bylaw as "Rigid Polystyrene." "Rigid Polystyrene" is generally used to make clear clamshell containers, and clear or colored straws, lids and utensils.
4. "*Prepared Food*" means any food or beverage prepared on the Food Establishment's premises for consumption on the premises or elsewhere, using any cooking or food preparation technique. This does not include any raw uncooked meat, fish or eggs unless provided for consumption without further food preparation.

5. BOH means the Board of Health or the Board of Health's designee, which may be the Health Department.

6. This bylaw shall be known as the *Polystyrene Food Container Bylaw*.

Section 3. Use Regulations

Except as provided herein, Food Establishments are prohibited from dispensing Prepared Food to customers in Disposable Food Service Containers made from Polystyrene.

Section 4. Effective Date

This bylaw shall take effect six (6) months following approval of the bylaw by the Attorney General or January 1, 2018, whichever is later. Upon application of the owner or the owner's representative, the Board of Health may exempt a food establishment from the requirements of this section for a period of up to six (6) months upon a finding by the Board of Health that (1) the requirements of this section would cause undue hardship; or (2) a food establishment requires additional time in order to draw down an existing inventory of polystyrene disposable food service containers.

Section 5. Enforcement

5.1 Enforcement of this bylaw shall be the responsibility of the Board of Health. The Board of Health shall determine the monitoring process to be followed, which may be limited to responding to citizen reports, and/or incorporating inspections into existing food establishment inspections.

5.2 Any food establishment in violation of this bylaw shall be subject to a non-criminal disposition fine as specified in Section 2-2 of the bylaws, Noncriminal disposition of violations; enforcement. Any such fines shall be paid to the Town of Wayland.

5.3 Section 2-2 is amended to add a new section as follows:

Violation of the Polystyrene Food Container Bylaw.

- (1) Penalty: 1st offense – Warning;
2nd offense - \$50 per day; 3rd and each subsequent offense - \$100 per day.

- (2) Enforcing persons: BOH

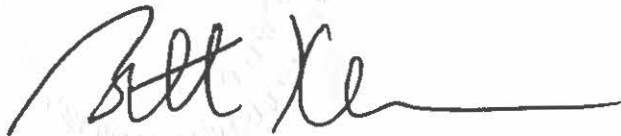
Section 6. Severability

If any provision of this bylaw is declared invalid or unenforceable the other provisions shall not be affected thereby.

VOTED:

IN FAVOR: 167
OPPOSED: 22 MOTION PASSED

A true copy, Attest:



Beth R. Klein
Town Clerk



TOWN OF WAYLAND

MASSACHUSETTS
01778

TOWN CLERK

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ANNUAL TOWN MEETING VOTE CERTIFICATE

At a legal meeting of the qualified voters of the TOWN OF WAYLAND, held on April 2th, 2017, the following business was transacted under Article 5:

ARTICLE 5: REVOLVING FUND BYLAW

MOTION #1

Voted that the Town amend the Code of the Town of Wayland by adopting General Bylaw §19-10, entitled "Revolving Funds", as set forth in Article 5 on Pages 25-27 of the Warrant for the 2017 Annual Town Meeting.

VOTED:

IN FAVOR: 143

OPPOSED: 4

MOTION PASSED

MOTION #2

Voted that the Town set the total amount that may be expended from the respective Revolving Funds for Fiscal Year 2018 as listed in Paragraph "2" of Article 5 on Pages 25-27 of the Warrant for the 2017 Annual Town Meeting and as amended by the errata sheet, as follows:

1. Transfer Station - \$625,000
2. Council on Aging - \$50,000
3. School Department/Professional Development - \$50,000
4. School Department/Curriculum - \$25,000
5. Recreation - \$950,000
6. Recreation: Athletic Fields -\$150,000

VOTED:

IN FAVOR: 136

OPPOSED: 9

MOTION PASSED

A true copy, Attest:

Beth R. Klein
Town Clerk

4

KP | LAW
The Leader in Public Sector Law

101 Arch Street, Boston, MA 02110
Tel: 617.556.0007 | Fax: 617.654.1735
www.k-plaw.com

August 1, 2017

Katharine Lord Klein
kklein@k-plaw.com

BY HAND

Ms. Maya Jachimowicz
c/o Middlesex Registry of Deeds
208 Cambridge Street
Cambridge, MA 02141

RECEIVED

AUG -3 2017

Board of Selectmen
Town of Wayland

Re: Wayland – Grant of Easements (Stonebridge Road)

Dear Ms. Jachimowicz:

Enclosed please find Grant of Easements, with certified Town Meeting vote, and a plan entitled “Plan of Land in Wayland, Massachusetts 89 Stonebridge Road Habitat for Humanity,” for recording with the Middlesex South Registry of Deeds. I further enclose two blank checks for the recording fees.

Please advise of the recording information and amount of the checks when available.

Thank you.

Very truly yours,



Katharine Lord Klein

KLK/jsh

Enc.

cc: Board of Selectmen

588800/WAYL/0054

GRANT OF EASEMENTS

This Grant of Easements (this "Easement") is entered into on this 24th day of July, 2017, by and between **Stonebridge Road Condominium**, acting by and through its Trustees (the "Grantor"), created under Master Deed of Stonebridge Road Condominium, dated February 18, 2016 (the "Master Deed"), recorded with the Middlesex South District Registry of Deeds ("Registry of Deeds") in Book 66824, Page 70, as amended by First Amendment, dated March 27 and 28, 2017, recorded with the Registry of Deeds in Book 69091, Page 128, having an address of 89 Stonebridge Road, Wayland, Massachusetts 01778, and the **Town of Wayland** (the "Town"), a Massachusetts municipal corporation, acting by and through its Board of Selectmen, having an address of 41 Cochituate Road, Wayland, Massachusetts 01778.

Whereas, Grantor is the owner of a certain parcel of land, located at Stonebridge Road, Wayland, Massachusetts, and described more particularly in a deed from the Town of Wayland to Habitat for Humanity; Metrowest-Greater Worcester, Inc., recorded with the Registry of Deeds in Book 62732, Page 282 (the "Premises"); and

Whereas, in the deed for the Premises from the Town to Habitat for Humanity Metrowest-Greater Worcester, Inc., the Town reserved an easement for ingress and egress across the Premises for the benefit of a parcel of land shown as "Remaining Land of Town of Wayland," containing 19.24 Acres \pm (the "Remaining Land"), on a plan entitled "Plan of Land in Wayland, Massachusetts 89 Stonebridge Road Habitat for Humanity," dated June 24, 2013, recorded with the Registry of Deeds as Plan 492 of 2013, for vehicles, equipment and pedestrian traffic, within an easement area shown as "Proposed Access & Egress Easement," shown on the aforesaid plan (the "Existing Easement"); and

Whereas, a four (4) unit condominium has been created upon the Premises pursuant to the Master Deed, and a Declaration of Trust, dated February 18, 2016, recorded with the Registry of Deeds in Book 66824, Page 94 (the "Condominium"); and

Whereas, the Town desires to extend the Existing Easement across the Premises to the Remaining Land, upon a parcel of land shown as "Proposed Access & Utility Easement" on a plan entitled "Plan of Land in Wayland, Massachusetts 89 Stonebridge Road Habitat for Humanity," dated December 5, 2016 (the "Plan"), recorded with the Registry of Deeds as Plan ____ of 2017 (the "Access and Utility Easement," together with the Existing Easement, the "Easement"); to obtain the right to place utilities within the Easement; and, further, to

obtain the right to use the Easement for the purpose of accessing any and all property of the Town easterly and northerly of the Condominium, including, but not limited to, the properties shown on the Plan as “Town of Wayland (Map 37, Lot 32; Book 6108, Page 412);” “Town of Wayland (Map 37, Lot 33; Book 426, Page 517)” and “Town of Wayland (Map 37, Lot 34; Book 355, Page 121)” (collectively, the “Town Properties”); and

Whereas, in exchange for the Easement, the right to place utilities within the Easement and to access the Town Properties, the Town agrees to assume certain responsibilities and obligations for the roadway serving the Condominium; and

Whereas, Grantor is amenable to granting the Town the foregoing easements and rights, on the terms and conditions set forth herein, in exchange for the responsibilities and obligations to be assumed by the Town, subject to such limitations and conditions as set forth herein.

Now, therefore, for consideration paid of One Dollar (\$1.00), the receipt and sufficiency of which is hereby acknowledged, the parties hereby agree as follows:

1. Grant of Easement. Grantor hereby grants and conveys to the Town, with quitclaim covenants, subject to the terms and conditions herein contained, a permanent access easement, to pass and re-pass, in, on, under, over and across the Easement (the “Easement Premises”) for the purpose of passing and repassing, on foot and in motor vehicles, including heavy equipment, from Stonebridge Road to the Town Properties, and a permanent easement for the installation of both overground and underground utilities from Stonebridge Road to the Remaining Land.

2. Access Easement. The access easement granted pursuant to Paragraph 1 shall include the right to make such alterations and/or improvements to the Easement Premises as may be necessary or convenient for the purpose of maintaining safe year-round pedestrian and vehicular access and for the purposes set forth herein, including, without limitation, constructing, maintaining, removing replacing and/or reconstructing from time to time a roadway within the Easement Premises as the Town deems necessary or convenient to exercise the rights granted hereunder, and the rights to pave, grade, add gravel and/or other materials, make drainage improvements, remove trees and other vegetation, landscape and seed to prevent erosion, and create slopes of embankment, all within the Easement Premises, at the Town’s sole cost and expense. All work and improvements performed by the Town shall be in compliance with any and all federal, state and local laws, rules, regulations, and by-laws.

3. Utility Easement. The utility easement granted pursuant to Paragraph 1 shall be for the purpose of installing, constructing, maintaining, repairing, replacing and relocating utilities within the Easement Premises and all appurtenances related thereto, including, but not limited to, water, sewer, drainage, electricity, gas and telephone, in, on, under, over and across the Easement Premises, and the right to enter, pass along, through and across the Easement Premises by foot and motor vehicles, including heavy equipment, as necessary or convenient for the aforesaid purposes. All utilities and appurtenances relating thereto, including, without limitation, any and all pipes, lines, equipment, structures, systems, and other facilities installed

on the Easement Premises by the Town shall be the property of the Town. The Grantor does not convey and the Town does not accept any sewer, water, drainage or other utility pipes, lines, equipment, structures, systems, and other facilities now or hereinafter installed on the Easement Premises by anybody other than the Town.

4. Reservation of Rights. Grantor reserves the right to use the roadway within the Existing Easement for access to the Condominium, so long as such use does not unreasonably interfere with the rights and easements granted herein. Grantor agrees not to construct, install, or place within the Easement Premises any temporary or permanent buildings, structures or other objects, or any trees, shrubbery and/or debris that may interfere with the rights granted hereunder. There shall be no parking within the Easement Premises.

5. Maintenance of Roadway. The Town agrees that it shall be responsible for maintaining the roadway located within the Existing Easement, but not any driveway(s) or parking areas located outside of the Existing Easement and serving the Condominium. The Town shall maintain the roadway in good order and in a condition that allows for adequate, all weather, year round use, including, but not limited to, snow and ice removal. Notwithstanding the foregoing, such road is, and shall remain, a private way.

6. Relocation. The Easement may not be relocated or modified by the Grantor without the prior written consent of the Town, acting by and through its Board of Selectmen.

7. Rights Run with the Land. All rights and privileges herein granted, including all benefits and burdens, shall run with the land and shall be binding upon and inure to the benefit of the parties hereto, their respective heirs, executors, administrators, successors, assigns and legal representatives.

The Town's Acceptance of this Grant of Easements and a certified copy of the Town Meeting vote taken under Article 12 of the 2017 Annual Town Meeting authorizing said acceptance are attached hereto and incorporated herein.

[Signature Page Follows]

WITNESS our hands and seals on this 27 day of June, 2017.

STONEBRIDGE ROAD CONDOMINIUM
By its Trustees

Habitat for Humanity; MetroWest-
Greater Worcester, Inc., Trustee

By: [Signature]
Name: Executive Director
Its ~~President~~

By: N/A
Name:
Its Treasurer

COMMONWEALTH OF MASSACHUSETTS

Worcester, ss.

On this 27th day of June, 2017, before me, the undersigned Notary Public, personally appeared W Timothy Firmeat, who proved to me through satisfactory evidence of identification, which was MA DL, to be the President of Habitat for Humanity; MetroWest-Greater Worcester, Inc., the person whose name is signed on the preceding or attached document, and acknowledged to me that he/she signed it voluntarily for its stated purpose.

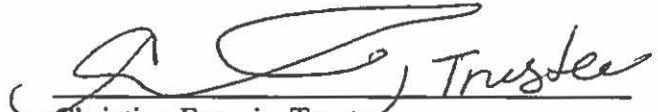
[Signature]
Notary Public
My Commission Expires: Feb 10, 2023



ENEK KURETA
Notary Public
Commonwealth of Massachusetts
My Commission Expires
February 10, 2023

STONEBRIDGE ROAD CONDOMINIUM

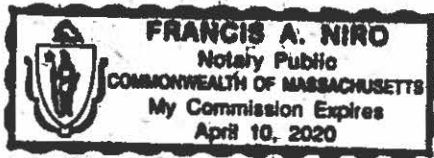
By its Trustees

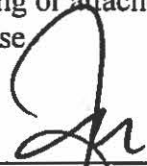

Christina Francis, Trustee

COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss.

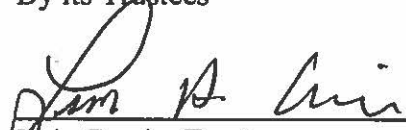
On this 21 day of June, 2017, before me, the undersigned Notary Public, personally appeared Christina Francis, Trustee of the Stonebridge Road Condominium, who proved to me through satisfactory evidence of identification, which was MASS LICENSE, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that she signed it voluntarily for its stated purpose.





Notary Public
My Commission Expires:

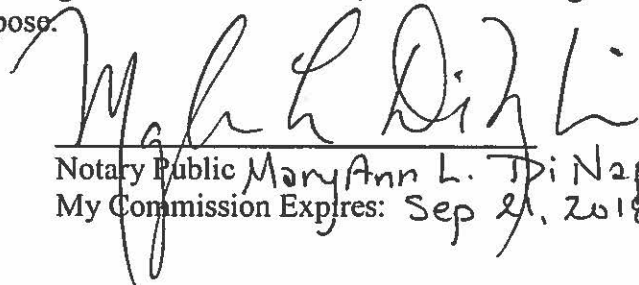
STONEBRIDGE ROAD CONDOMINIUM
By its Trustees


Luis Garcia, Trustee

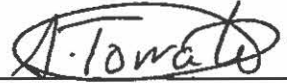
COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss.

On this 6 day of ~~June~~^{July}, 2017, before me, the undersigned Notary Public, personally appeared Luis Garcia, Trustee of the Stonebridge Road Condominium, who proved to me through satisfactory evidence of identification, which was MA drivers license, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he signed it voluntarily for its stated purpose.


Notary Public MaryAnn L. DiNapoli
My Commission Expires: Sep 21, 2018

STONEBRIDGE ROAD CONDOMINIUM
By its Trustees

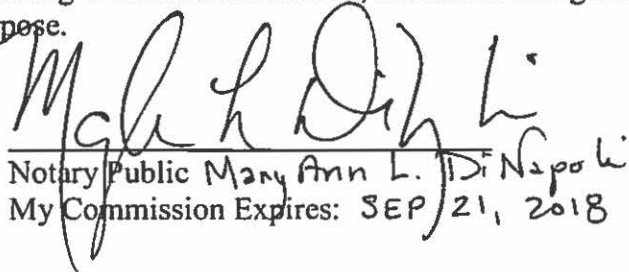


Alexander Torrales, Trustee

COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss.

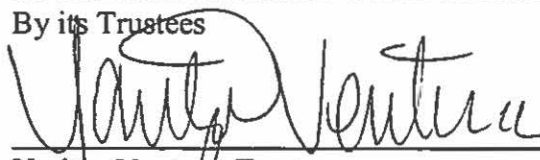
On this 6 day of ^{JULY} ~~June~~, 2017, before me, the undersigned Notary Public, personally appeared Alexander Torrales, Trustee of the Stonebridge Road Condominium, who proved to me through satisfactory evidence of identification, which was MA driver's license, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he signed it voluntarily for its stated purpose.



Notary Public Mary Ann L. DiNapoli
My Commission Expires: SEP 21, 2018

STONEBRIDGE ROAD CONDOMINIUM

By its Trustees




Yaritza Ventura, Trustee

COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss.

On this 14 day of June, 2017, before me, the undersigned Notary Public, personally appeared Yaritza Ventura, Trustee of the Stonebridge Road Condominium, who proved to me through satisfactory evidence of identification, which was MA driver's license, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that she signed it voluntarily for its stated purpose.



Notary Public MARYANN L. DINAPOLI
My Commission Expires: SEP 21, 2018

ACCEPTANCE OF GRANT OF EASEMENTS

The Town of Wayland, acting by and through its Board of Selectmen, pursuant to the vote taken under Article 12 of the Wayland 2017 Annual Town Meeting, a certified copy of which is attached hereto, hereby accepts the foregoing Grant of Easements on this 24th day of July, 2017.

TOWN OF WAYLAND,
By its Board of Selectmen

Lea T. Anderson
Lea Anderson, Chair

Cherry C. Kanson
Cherry C. Kanson, Vice Chair

Mary M. Antes
Mary M. Antes

Louis M. Jurist
Louis M. Jurist

Douglas A. Levine
Douglas A. Levine

COMMONWEALTH OF MASSACHUSETTS

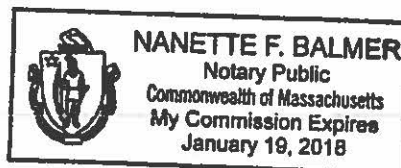
Middlesex, ss.

On this 24th day of July, 2017, before me, the undersigned notary public, personally appeared LEA ANDERSON, CHERRY KANSON,* member of the Town of Wayland Board of Selectmen, as aforesaid, proved to me through satisfactory evidence of identification, which was PERSONALLY KNOWN BY ME, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he/she signed it voluntarily for its stated purpose on behalf of the Town of Wayland.

* MARY ANTES, LOUIS JURIST, &
DOUGLAS LEVINE

Nanette F. Balmer
Notary Public
My Commission Expires:

580004v2/WAYL/0054





TOWN OF WAYLAND

MASSACHUSETTS
01778

TOWN CLERK
Beth R. Klein
bklein@wayland.ma.us

ASSISTANT TOWN CLERK
Diane M. Gorham
dgorham@wayland.ma.us

TOWN BUILDING
41 COCHITUATE ROAD

TEL: 508-358-3630
508-358-3631
FAX: 508-358-1683
www.wayland.ma.us

ANNUAL TOWN MEETING VOTE CERTIFICATE

At a legal meeting of the qualified voters of the TOWN OF WAYLAND, held on April 2, 2017, the following business was transacted under Article 12:

ARTICLE 12: AUTHORIZE ACQUISITION OF ACCESS AND UTILITY EASEMENT AT 89 STONEBRIDGE ROAD

Moved that the Town authorize the Board of Selectmen to acquire by gift on such terms and conditions as the Board of Selectmen deems appropriate, an access and utility easement on property commonly known as 89 Stonebridge Road, identified as Tax Map 37, Lot 32A, described in a deed recorded with the Middlesex South District Registry of Deeds in Book 62732, Page 282, said easement shown on a plan entitled "Plan of Land in Wayland, Massachusetts 89 Stonebridge Road Habitat for Humanity," dated December 5, 2016, on file with the Town Clerk; and authorize the Board of Selectmen to execute any and all documents as may be necessary or convenient in relation thereto.

VOTED:

IN FAVOR: 170

OPPOSED: 12 MOTION PASSED

A true copy, Attest:

Beth R. Klein
Town Clerk

TOWN OF WAYLAND
ANIMAL CONTROL REPORT
JULY, 2017

5

TOTAL NUMBER CALLS HANDLED 203

Complaint Calls
Lost Dog Calls 1
Lost Cat Calls 1
Other Cat related calls
Animal / Wildlife Calls 10
Miscellaneous Calls 21
3*

(1-Deceased dog, owner not available,
ACO disposed of K9)

TOTAL # ANIMALS PICKED UP

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

TOTAL # HUMAN BITE CALLS 2

TOTAL # ANIMAL -> ANIMAL BITE

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

TOTAL # CITATIONS ISSUED 160

No license citations 159
Leash Law/Dog not under owner control
Other Offense 1
Court summons processed

KENNEL INSPECTIONS DONE/SUBMITTED

Submitted by:
Jennifer Condon
Animal Control Inspector/Officer

6

EDC Meeting Minutes - June 1, 2017 - Economic Development Committee - Wayland MA

**TOWN OF WAYLAND - TOWN CLERK'S OFFICE
NOTICE OF MEETINGS OF TOWN BOARDS/COMMITTEES/COMMISSIONS**

Posted in accordance with the provisions of the Open Meeting Law

NAME OF BOARD/COMM: Wayland Economic Development Committee

FILED BY: Sarkis Sarkisian, Town Planner

DATE OF MEETING: Thursday, June 1, 2017

TIME OF MEETING: 8:00 a.m.

PLACE OF MEETING: Wayland Town Building

NOTE: Notices and agendas are to be posted at least 48 hours in advance of the meetings excluding Saturdays, Sundays, and legal holidays. Please keep in mind the Town Clerk's business hours of operation and make the necessary arrangements to be sure this notice is received and stamped in an adequate amount of time.

AGENDA

Note: Items may not be discussed in the order listed or at the specific time estimated.

- 1) Public Comment
- 2) Approve Meeting Minutes: Jan 13th, Mar 17th
- 3) River's Edge Wayland (Becky)
 - a) River's Edge Advisory Committee
- 4) Business Community Issues
 - a) Town Center / Hardware store & other storefronts
 - b) Town Branding (Sarkis)
 - c) Rail Trail update (Sarkis)
 - d) Wayland Business Association (Seth)
 - e) Route 20 Wastewater
 - f) Fresh Market Update
 - g) Finnerty's status update (Jim)
- 5) Town Center Municipal Pad
 - a) Senior/Community Center update
- 6) Adjourn

EDC Meeting Minutes - June 1, 2017 - Economic Development Committee - Wayland MA

**Minutes
Economic Development Committee
Town of Wayland MA
Planning Office
June 1, 2017**

Present: Becky Stanizzi, Seth Roman, Jean Milburn, Jim Grumbach, Frank Panaccio

Guests: Molly Upton, Sarkis Sarkisian

Becky Stanizzi called the meeting to order at 8:07 a.m. in the Planning Office of the Town Building.

Public Comments

- Molly discussed the difficulty with the current zoning bylaws and efforts to drive aesthetic improvements in town
- One solution suggested is to drive neighborhood discussions and support for new initiatives
- It was noted that past attempts have failed
- Establishing a commission to explore further was suggested

Meeting Minutes: Minutes from March 2017 meeting were approved

River's Edge

- Draft Land Disposition Agreements (LDAs) are being submitted
- LDAs need to be executed and a deposit needs to be provided
- 90 days will then be provided for Due Diligence
- Meeting with Planning Board is expected in the Fall; it is estimate that 3 meetings would be required before approval would be granted

Town Center

- Hardware store still having some challenges; owner has negotiated a reduction of retail space in lease (space formerly occupied by kitchen section)
- Rebranding program for Town Center still in process; new signs to be installed
- No new movement with attempting to increase sewer capacity

Rail Trail

- Work continues to extend the Rail Trail through Wayland and Weston; Sudbury continues to show no movement
- Garden club will be adopting a 200 yard segment along the Rail Trail to plant wildflowers

Sidewalk on Route 20

EDC Meeting Minutes - June 1, 2017 - Economic Development Committee - Wayland MA

- Discussion still continues regarding adding a sidewalk near Town Center on Route 20, but budget is very limited today
- There are requests for approximately \$70M of capital expenditures for the town with only \$44M of funding available

The next EDC meeting will be held on Thursday, July 6th at 8am.

Meeting adjourned at 9:29am, 5-0 vote

Respectfully submitted, Frank Panaccio

WAYLAND HOUSING PARTNERSHIP
Minutes – May 2, 2017
Submitted by Rachel Bratt
Approved August 1, 2017

Attending: Mary Antes, Joanne Barnett, Kathy Boundy, Rachel Bratt, Armine Roat,
Absent: Chris DiBona, Stephanie May
Carole Plumb, resident
Meeting called to order at 7:35.

1. Unanimously approved minutes from March 7. Motion to approve by Mary; seconded by Joanne.
2. Congratulations to Jennifer for election to Planning Board as Associate Member. Discussed her replacement as representative from Wayland Housing Authority. Perhaps we could reach out to the new Habitat families to see if anyone is interested.
3. Pat Harlan has resigned. This means that we are now short 2 members.
4. Updates on Windsor Place (24 School St.) and Brookside development (Mahoney's site).

24 School St. Project Eligibility has been granted by the state, MassHousing.

Rachel updated committee on various correspondence with Mr. Zieff, concerning Brookside.

Joanne reported that Mr. Zieff was supposed to come to the last Conservation Commission hearing, but there had been an error in informing neighbors of the meeting, so it has been postponed. Additional reviews of the site are being undertaken. Rachel recognized Carole Plumb and asked for any public comment. She is a resident in the 24 School St. area and feels that residents in that area should be compensated in some way for the amount of subsidized housing in that part of Town. She feels that Cochituate bears a disproportionate cost for the Town's affordable housing. Perhaps there could be better walking trails or other amenities for local residents?

5. Update from sub-committee members who are reviewing and revising "40B Process in Wayland." Jennifer and Mary have worked on this. Mary is in the process of drafting a document and will send to Rachel for review, hopefully in time for dissemination to participants in May 9 meeting.
6. Other items on agenda for joint housing committee meeting: May 9.
 - a) Town Meeting approval of using Community Preservation funds to hire a part-time housing consultant.

Rachel noted that Nan had made a list of a large number of tasks for a potential housing consultant, delineated in a Dec. 2016 memo. Committee members felt that it would not be possible to have all these tasks done appropriately with only \$20,000 set aside. In addition, \$5,000 of this amount is needed for monitoring existing

affordable housing units to assure their compliance as affordable housing. Beth Rust from Sudbury may be able to do the monitoring. Brian Boggia has acknowledged that the WHA would also be able to do this task for \$5,000. Members of the committee seemed particularly interested in the latter option and wondered why monitoring is not being assigned to the WHA, given their in-depth familiarity with the affordable units in Town.

- b) Is the MAHT interested in using some of their funds for the housing consultant. An appropriation of \$25,000, supplemented by the CRA appropriation of \$15,000 (or \$20,000 including monitoring) could make this an attractive half-time position. Mary noted that nobody has officially approached the Trust about allocating funds for this purpose. The Trust will be meeting at 7:00 on May 9 to discuss this issue.
 - c) Thoughts about other recommendations in the housing consultant's report from last October? Members felt that the role of the WHP is important, since we are the only housing advocacy group in Town. The Housing Trust sees itself as a Bank.
7. Mary pointed out that the WHP has recently been reconstituted by Nan. Since we did not submit an annual report, the WHP was officially disbanded and has now been reconstituted. Apparently, our new charge does not include advocacy. Rachel will be in touch with Nan to clarify our role and to make clear that we feel advocacy is a critical part of what we do.

Rachel noted that she had no recollection of EVER receiving a request to submit an annual report. In addition, no member on the committee could recall ever seeing any annual reports submitted by prior chairs. It is possible that the WHP has never been asked to do this. Mary pointed out that the various housing committees' annual reports had never been included in the Town's Annual Report.

At 9:09, Joanne made a motion to adjourn, seconded by Mary.

Joint Housing Committee meeting, May 9 at 7:30
Next WHP meeting scheduled for June 13 at 7:30.

8

From: Lisa Vernegaard [<mailto:lvernegaard@svtweb.org>]

Sent: Friday, July 28, 2017 10:45 AM

To: Balmer, Nan; Gretchen Schuler; Sherre Greenbaum; Hansen, Linda; Sarkisian, Sarkis; Holder, Thomas; Anderson, Lea; Karlson, Cherry; Antes, Mary; Jurist, Louis; Levine, Doug

Cc: Laura Mattei; Deborah Sargent

Subject: Hold the Date! Sudbury Valley Trustees Annual Meeting and Mainstone Celebration

Greetings Wayland Partners!

As I've mentioned to several of you, SVT will be holding its annual meeting at Mainstone Farm on **September 10th**. In addition to our normal business meeting, we thought it would be fun to take a long pause to celebrate the protection of Mainstone Farm - the result of an extraordinary investment by both the Town, SVT's members and supporters, and the family's strong intent on protecting the land.

We are still working out the details, but the schedule for the day looks something like:

Social Hour & Trail Walks: 2:00

A Celebration of Mainstone Farm's Protection: 3:00

Business Meeting: 3:30 – 5:15

I would be delighted if you could join us. This will be my chance to raise a glass to the hard work that so many of you performed to get us across the finish line, and indeed, to tip our hat to the work that the Town continues to provide as we work to improve public access at the property and monitor the CRs.

As you'll see, there will also be a chance for people to take some short walks. Would any of you like to lead one of these?

I hope I've captured the key people who represent the town and the efforts that went into this project, but if I'm missed someone, please feel free to share this head's up. I will be following up in the coming weeks with a more formal announcement, but for now, I wanted to get this on your calendar.

Call or email if you have any questions,

Lisa



Lisa Vernegaard

Executive Director

Sudbury Valley Trustees

18 Wolbach Road || Sudbury, MA 01776

TEL: 978-443-5588 x114 || CELL: 978-314-9647

www.svtweb.org