

PACKET

NOV 20

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, November 20, 2017
6:15 p.m.
Wayland Town Building
Large Hearing Room
41 Cochituate Road Wayland

Proposed Agenda

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

- 6:15 pm 1.) Open 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 collective bargaining with the Fire Union and the Police Union
- 7:00 pm 2.) Call to order by Chair
- Review agenda for the public; Announcements
- 7:02 pm 3.) Public comment
- 7:15 pm 4.) Tax Classification and Recapitulation Hearing and votes to adopt FY18 tax rate policy
- 7:30 pm 5.) Licensing: Discuss Class II Used Car Dealer's License for Wayland Automotive (322 Commonwealth Avenue) and request for public meeting
- 7:45 pm 6.) Council on Aging/Community Center Advisory Committee: Vote to approve COA/CC Advisory Committee charge
- 7:55 pm 7.) PMBC: Vote to assign to the Permanent Municipal Buildings Committee to oversee: (1) the School Committee's High School Stadium Complex, (2) the High School Tennis Courts / Softball Field Reconstruction Projects, and (3) the Recreation Commission's Loker Synthetic Turf Field Project subject to requests from both the School Committee and Recreation Commission
- 8:05 pm 8.) Town Meetings: Special Town Meeting follow-up and Annual Town Meeting review of potential articles
- 8:20pm 9.) Minutes: Vote to approve minutes of October 30, 2017
- 8:25 pm 10.) Consent Calendar: Review and vote to approve
- 8:30 pm 11.) Correspondence: Review
- 8:35 pm 12.) Report of the Town Administrator
1. Correspondence
 2. Private road tour
 3. Electric cars
 4. Oxbow Meadows update
 5. Reuse of 5 Concord Road: Next steps
 6. Capital project planning



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BOARD OF SELECTMEN

Monday, November 20, 2017

6:15 p.m.

Wayland Town Building

Selectmen's Meeting Room

41 Cochituate Road Wayland

- 8:55 pm 13.) Selectmen's reports and concerns
- 9:00 pm 14.) Topics not reasonably anticipated by the Chair 48 hours in advance of the meeting, if any
- 9:05 pm 15.) Adjourn



Town of Wayland
41 COCHITUATE ROAD
WAYLAND MASSACHUSETTS 01778
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OFFICE STAFF
Ellen M. Brideau, MAA Director Assessing
Denise Ellis, Assistant Assessor
Jessica Marchant, Administrative Assessor
Savitri Ramgoolam, Department Assistant

BOARD OF ASSESSORS
Susan Rufo, Chairman
Jayson Brodie, Vice Chair
Zachariah L. Ventress
Steven M. Glovsky

MEMO

TO: BOARD OF SELECTMEN
FROM: ELLEN BRIDEAU, DIRECTOR OF ASSESSING
SUBJECT: FY18 CLASSIFICATION HEARING: MOTIONS AND VOTES
DATE: 11/06/17

VOTING A TAX SHIFT OPTION

The Tax Classification Hearing requires three actions by the Board of Selectmen

1) To establish the residential tax factor of _____.

If the Town is to maintain a single tax rate for all classes, the tax factor would be 1. A factor of other than 1 will result in a shift of the tax burden from the Residential Class to the CIP Classes. (In the past the Board of Selectmen has voted to maintain a single tax rate.)

Motion: I move that the Board of Selectmen vote to establish the residential tax factor of 1.

2) Vote to adopt/not adopt a Small Commercial Exemption

Under MGL Chapter 59, Section 51, the Board of Selectmen may decide to annually exempt up to ten percent of the value of Commercial Class parcels that are occupied by businesses with an average annual employment of no more than ten people and an assessed value of less than \$1,000,000. (In the past the Board of Selectmen has voted not to adopt a Small Commercial Exemption.)

Motion: I move that the Board of Selectmen vote not to adopt a Small Commercial Exemption.

3) Vote to adopt/not adopt a Residential Exemption.

The residential exemption is a mechanism for the redistribution of the tax levy among residential property owners, solely within the Residential Class. (In the past the Board of Selectmen has voted not to adopt a Residential Exemption.)

Motion: I move that the Board of Selectmen vote not to adopt a Residential Exemption.



Town of Wayland Fiscal Year 2018 Tax Classification Hearing



**BOARD OF SELECTMEN
NOVEMBER 20TH 2017**

**PREPARED BY:
BOARD OF ASSESSORS
SUSAN RUFO, CHAIR
JAYSON BRODIE, VICE CHAIR
ZACHARIAH VENTRESS
STEVEN GLOVSKY**

**ELLEN BRIDEAU, MAA
DIRECTOR OF ASSESSING**

Purpose of this Hearing

2

- To adopt the Town's Tax Policy by allocating or classifying the tax levy among the property types

Action Required by Board of Selectmen

3

- The Board of Selectmen will vote tonight on how to adopt the Tax Rate Policy;
 - As a single or uniform tax rate
 - As a multiple or split tax rate
 - To implement a Small Commercial Exemption
 - To implement a Residential Exemption

Property Assessment Review

4

- Fiscal Year 2018 was an Interim Adjustment Year for the Assessing Department with the Department of Revenue certifying assessed values on November 9th, 2017
- The **average residential single family assessment** rose from \$690,700 to \$715,800, an increase of 3.65% from the Fiscal Year 2017 assessments.
- This increase was based on the prices of homes sold in 2016.

Property Assessment Review (continued)

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- Commercial, Industrial and Personal Property (CIP) values have not increased at the same rate.
- The average commercial assessment decreased from \$ 1,010,700 to \$1,002,100; a decrease of .009%.
- Personal Property total valuation increased by .029%.

Property Assessment Review (continued)

- Due to Residential values rising more than Commercial, Industrial and Personal Property, Fiscal Year 2018 values shifted to Residential by .12% from Fiscal Year 2017

	Residential	CIP
Fiscal Year 2017	94.96%	5.04%
Fiscal Year 2018	95.08%	4.92%
Shift	0.12%	-0.12%

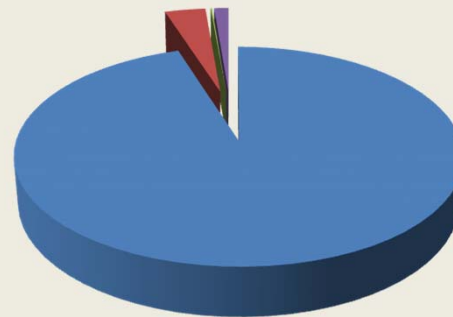
Property Assessment Review (continued)

7

Assessment Date:	January 1, 2016	January 1, 2017	Historical Data				
Property Class	FY 17 Valuation	FY 18 Valuation	\$ Change FY17 to FY18	% Change FY17 to FY18	FY17 % Share	FY18 % Share	FY08 % Share
Class 1 - Residential	3,282,868,662	3,430,086,890	147,218,228	0.0448	94.96%	95.08%	95.34%
Class 2 - Open Space	0	0			0.00%	0.00%	0.00%
R/O Subtotal	3,282,868,662	3,430,086,890	147,218,228	0.04484	94.96%	95.08%	95.34%
Class 3 - Commercial	125,833,138	127,493,310	1,660,172	0.01319	3.64%	3.53%	3.06%
Class 4 - Industrial	4,275,000	4,383,900	108,900	0.02547	0.12%	0.12%	0.91%
Class 5 - Personal Property	44,162,100	45,470,000	1,307,900	0.02962	1.28%	1.26%	0.69%
C/I/P Subtotal	174,270,238	177,347,210	3,076,972	0.01766	5.04%	4.92%	4.66%
Total Taxable Assessed Value	3,457,138,900	3,607,434,100	150,295,200	0.04347			
Class 9 - Exempt	288,728,600	297,992,500	9,263,900	0.03209			

Classification Percentages

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- Residential (RES)
- Commercial (CIP)
- Industrial (CIP)
- Personal Property (CIP)

Class	Value	Percentage by Property Type	Total Percentage by Property Class
Residential (RES)	3,430,086,890	95.0838%	95.08% (RES)
Open Space	0	0.00%	
Commercial (CIP)	127,493,310	3.5342%	4.92% (CIP)
Industrial (CIP)	4,683,900	0.1215%	
Personal Property (CIP)	45,470,000	1.2605%	
Total	3,607,434,100	100.00%	100.00%

New Growth

9

- New Growth is defined by the DOR as a dollar increase in the annual levy limit that reflects additions to the community's tax base since the last fiscal year.
- New Growth was certified on November 9th, 2017 at \$ 38,271,437 in Assessed Value, or \$ 694,244 in Tax Levy Growth
- New Growth has declined from \$802,285 in FY17 and \$973,920 in FY16.

How the Tax Rate is Calculated

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FY2017 Tax Rate was \$18.14

FY 2018 Property Tax Levy

\$65,042,037

= 0.01803

FY 2018 Town Taxable Valuation

\$3,607,434,100

or

**\$18.03 per thousand dollars of assessed value
if a uniform rate is selected tonight**

FY2018 Tax Rate is \$18.03

Historical Data:

FY 2017 Tax Levy: \$62,712,500 FY2017: Taxable Valuation: \$3,457,138,900

Classification Alternatives

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- The options presented for consideration are:
 - Selection of a Minimum Residential Factor
 - Granting of a Residential and/or Small Commercial Exemption

Selection of Minimum Residential Factor

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- A residential factor of 1 will result in the taxation of all property at the same rate (single tax rate)
- A residential factor of less than 1 increases the share of the levy raised by commercial, industrial and personal property (CIP) owners and reduces the share paid by residential property owners (split tax rate)
- Since 95.0838% of Wayland tax revenue comes from Residential, a slight reduction for the residential properties would put a large increase on CIP properties
- The minimum residential factor for the Town of Wayland for Fiscal Year 2018 is 97.4148%, as defined by the Department of Revenue

SOURCE: MA DOR - LA7 – Exhibit A: Minimum Residential Factor

Potential Impact of Shifting the Residential Factor

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CIP SHIFT	Residential Factor	Residential Share Percentage	CIP Share Percentage	Residential Tax Rate per Thousand	CIP Tax Rate Per Thousand
1.00	100.0000	95.0838	4.9162	18.03	18.03
1.10	99.4830	94.5922	5.4078	17.94	19.83
1.20	98.9659	94.1006	5.8993	17.84	21.64
1.30	98.4489	93.6090	6.3910	17.75	23.44
1.40	97.9319	93.1174	6.8826	17.66	25.24
1.50	97.4148	92.6258	7.3743	17.56	27.05

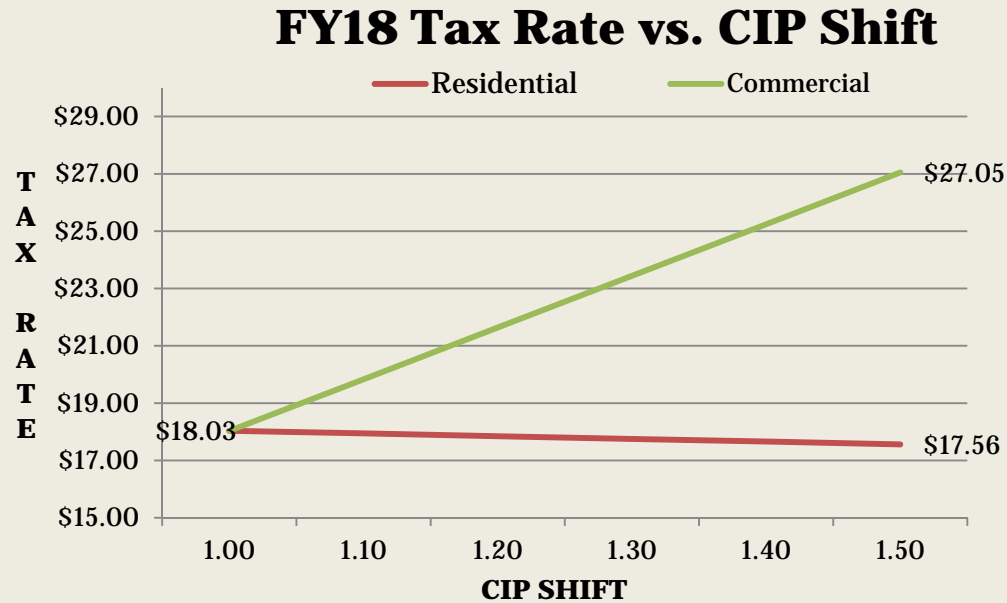
Please see Exhibit B What if...Scenario Worksheet for shift options in 1% increments.

SOURCE: Exhibit B = MA DOR – SCENARIO WORKSHEETS

Fiscal Year 2018 Tax Rate vs CIP Shift

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Maximum 1.50 CIP Shift will result in a \$9.49 difference between the CIP Tax Rate and the Residential Tax Rate.



Fiscal Year 2018 Residential Tax Rate Options

CIP Shift	CIP Tax Rate	Res Factor	Residential Tax Rate	Example Single Family Assessment \$400,000	Median Single Family Assessment \$626,700	Average Single Family Assessment \$715,800	Example Single Family Assessment \$1,500,000
1	18.03	100	18.03	\$7,212.00	\$11,299.40	\$12,905.87	\$27,045.00
1.1	19.83	99.48	17.94	\$7,176.00	\$11,243.00	\$12,841.45	\$26,910.00
	<u>1.80</u>	\$Diff	<u>-0.09</u>	<u>-36.00</u>	<u>-56.40</u>	<u>-64.42</u>	<u>-135.00</u>
1.2	21.64	98.97	17.84	\$7,136.00	\$11,180.33	\$12,769.87	\$26,760.00
	<u>3.61</u>	\$Diff	<u>-0.19</u>	<u>-76.00</u>	<u>-119.07</u>	<u>-136.00</u>	<u>-285.00</u>
1.3	23.44	98.44	17.75	\$7,100.00	\$11,123.93	\$12,705.45	\$26,625.00
	<u>5.41</u>	\$Diff	<u>-0.28</u>	<u>-112.00</u>	<u>-175.48</u>	<u>-200.42</u>	<u>-420.00</u>
1.4	25.24	97.93	17.66	\$7,064.00	\$11,067.52	\$12,641.03	\$26,490.00
	<u>7.21</u>	\$Diff	<u>-0.37</u>	<u>-148.00</u>	<u>-231.88</u>	<u>-264.85</u>	<u>-555.00</u>
1.5	27.05	97.42	17.56	\$7,024.00	\$11,004.85	\$12,569.45	\$26,340.00
	<u>9.02</u>	\$Diff	<u>-0.47</u>	<u>-188.00</u>	<u>-294.55</u>	<u>-336.43</u>	<u>-705.00</u>
					(FY17 Median: \$603,800)	(FY17 Average: 690,700)	

Fiscal Year 2018 CIP Tax Rate Options

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CIP Shift	Residential Tax Rate	CIP Tax Rate	Median Commercial Assessment \$516,300	Example Commercial Assessment \$600,000	Average Commercial Assessment \$1,018,100	Example Commercial Assessment \$1,500,000
1	\$ 18.03	\$18.03	\$9,308.89	\$10,818.00	\$18,356.34	\$27,045.00
1.1	\$ 17.94	\$19.83	\$10,238.23	\$11,898.00	\$20,188.92	\$29,745.00
\$ Difference	<u>\$ (0.09)</u>	<u>\$ 1.80</u>	<u>\$ 929.34</u>	<u>\$ 1,080.00</u>	<u>\$ 1,832.58</u>	<u>\$ 2,700.00</u>
1.2	\$ 17.84	\$21.64	\$ 11,172.73	\$ 12,984.00	\$ 22,031.68	\$ 32,460.00
\$ Difference	<u>\$ (0.19)</u>	<u>\$ 3.61</u>	<u>\$ 1,863.84</u>	<u>\$ 2,166.00</u>	<u>\$ 3,675.34</u>	<u>\$ 5,415.00</u>
1.3	\$ 17.75	\$23.44	\$ 12,102.07	\$ 14,064.00	\$ 23,864.26	\$ 35,160.00
\$ Difference	<u>\$ (0.28)</u>	<u>\$ 5.41</u>	<u>\$ 2,793.18</u>	<u>\$ 3,246.00</u>	<u>\$ 5,507.92</u>	<u>\$ 8,115.00</u>
1.4	\$ 17.66	\$25.24	\$ 13,031.41	\$ 15,144.00	\$ 25,696.84	\$ 37,860.00
\$ Difference	<u>\$ (0.37)</u>	<u>\$ 7.21</u>	<u>\$ 3,722.52</u>	<u>\$ 4,326.00</u>	<u>\$ 7,340.50</u>	<u>\$ 10,815.00</u>
1.5	\$ 17.56	\$27.05	\$ 13,965.92	\$ 16,230.00	\$ 27,539.61	\$ 40,575.00
\$ Difference	<u>\$ (0.47)</u>	<u>\$ 9.02</u>	<u>\$ 4,657.03</u>	<u>\$ 5,412.00</u>	<u>\$ 9,183.26</u>	<u>\$ 13,530.00</u>

Selection of Open Space Discount

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- There are no parcels in Wayland currently classified as open space
- Open Space is defined in Massachusetts General Law as:
MGL Chapter 59 Sec 2A(b) “Class two, open-space”, Land which is not otherwise classified and which is not taxable under the provisions of chapters sixty-one, sixty-one A or sixty-one B, or taxable under a permanent conservation restriction, and land not held for the production of income but is maintained in an open or natural condition, which contributes significantly to the benefit and enjoyment of the public”
- In Wayland, forty one (41) parcels participate in the Chapter Land Program under MGL Chapters 61, 61A and 61B which results in more savings than if they were designated as Open Space
- Under the Chapter Land program the discount ranges from 75% to 98%
- The open space discount has a maximum discount of 25%

Granting a Residential Exemption

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- The Residential Exemption is a local option authorized by M.G.L. Ch. 59, s.5C, which allows a community to shift the tax burden away from certain lower valued, residential properties to higher valued homes, most apartment buildings and to second home owners.
- The Board of Selectmen may adopt a maximum residential exemption of 20%
- It would apply to owner occupied residential properties
- “Exemption” is a misnomer because it is actually a tax shift among residential properties (upper portion have higher tax bill, lower portion have lesser tax bill)

Granting a Residential Exemption continued

- Residential Exemption Estimator:

Tax Rate without Residential Exemption	Tax Rate with Residential Exemption	City/Town data from Fiscal Year	
17.34	20.59	2016	
Value of owner-occupied home	Tax bill w/o exemption	Tax bill with exemption	Change in tax bill*
\$140,000.00	\$2,427.60	\$191.42	(\$2,236.18)
\$380,000.00	\$6,589.20	\$5,133.02	(\$1,456.18)
\$490,000.00	\$8,496.60	\$7,397.92	(\$1,098.68)
\$600,000.00	\$10,404.00	\$9,662.82	(\$741.18)
\$710,000.00	\$12,311.40	\$11,927.72	(\$383.68)
\$828,056.84	\$14,358.51	\$14,358.51	\$0.00
\$940,000.00	\$16,299.60	\$16,663.42	\$363.82
\$1,050,000.00	\$18,207.00	\$18,928.32	\$721.32
\$1,160,000.00	\$20,114.40	\$21,193.22	\$1,078.82
\$1,270,000.00	\$22,021.80	\$23,458.12	\$1,436.32
\$1,380,000.00	\$23,929.20	\$25,723.02	\$1,793.82
\$1,490,000.00	\$25,836.60	\$27,987.92	\$2,151.32

Source: MA DOR: Division of Local Services

Granting a Small Commercial Exemption

20

- The Board of Selectmen may adopt a small commercial exemption
- This exemption is for commercial parcels (property class three) occupied by businesses with an average annual employment of not more than ten people during the previous calendar year and with assessed values of less than one million dollars
- The intent of the exemption is to give a tax reduction to small commercial property owners at the expense of the larger commercial and industrial parcels.
- Selectmen can choose an exemption that reduces the taxable valuation of each eligible parcel by a percentage of up to 10%

MINIMUM RESIDENTIAL FACTOR COMPUTATION
Fiscal Year 2018

A Class	B Full and Fair Cash Valuation	C Percentage Share	
1. Residential	3,430,086,890	95.0838%	95.0838%
2. Open Space	0	0.0000%	
3. Commercial	127,493,310	3.5342%	4.9162%
4. Industrial	4,383,900	0.1215%	
5. Personal Property	45,470,000	1.2605%	
TOTALS	3,607,434,100	100.0000%	

Maximum Share of Levy for Classes Three, Four and Personal Property: $150\% * 4.9162\%$ (Lines 3C + 4C + 5C) = **7.3743%** (Max % Share)

Minimum Share of Levy for Classes One and Two: $100\% - 7.3743\%$ (Max % Share) = **92.6257%** (Min % Share)

Minimum Residential Factor (MRF): 92.6257% (Min % Share) / 95.0838% (Lines 1C + 2C) = **97.4148%** (Minimum Residential Factor)

MINIMUM RESIDENTIAL FACTOR LA7 (6-96): 97.4148%

Chapter 58, Section 1A mandates a minimum residential factor of not less than 65 percent.

Exhibit A

MassDOR - Massachusetts Department of Revenue
Division of Local Services
What If ... Scenario Worksheet for FY 2018

Wayland - 315				CLASSIFICATION OPTIONS			
CLASS	VALUE	%	R & O %	Residential Exemption		Small Commercial Exemption	
Residential	3,430,086,890	95.0838		# Eligible Parcel	0	# Eligible Parcels	0
Open Space	0	0.0000	95.0838	Res Parcel Coun	0	Total value of Elig	0
Commercial	127,493,310	3.5342		Res Exemption %	0	Comm Exemption	0
Industrial	4,383,900	0.1215		Total Res Value	3,430,086,890	Total Comm Value	131,877,210
Personal Property	45,470,000	1.2605	4.9162				
Total	3,607,434,100	100.0000					

Enter a Levy (estimated if necessary)		Enter a CIP Shift Range	
Levy	65,042,037	Shift Range	1 1.5
Single TaxRate	18.03	Shift Increment %	1
		Max Shift Allowed	1.5

Note: This table should be used for planning purposes only. Actual calculations may differ slightly due to rounding. For actual calculations, complete Recap.

CIP Shift	Res Factor	Res SP	OS SP	Share Percentages			Total SP	Levy Amounts					Estimated Tax Rates				
				Comm SP	Ind SP	PP SP		Res LA	OS LA	Comm LA	Ind LA	PP LA	Total LA	Res ET	OS ET	Comm ET	Ind ET
1.0000	100.0000	95.0838	0.0000	3.5342	0.1215	1.2605	100.0000	61,844,467	2,298,704	79,042	819,824	65,042,037	18.03	0.00	18.03	18.03	18.03
1.0100	99.9483	95.0347	0.0000	3.5695	0.1227	1.2731	100.0000	61,812,491	2,321,671	79,832	828,022	65,042,037	18.02	0.00	18.21	18.21	18.21
1.0200	99.8966	94.9855	0.0000	3.6049	0.1240	1.2857	100.0000	61,780,515	2,344,678	80,623	836,221	65,042,037	18.01	0.00	18.39	18.39	18.39
1.0300	99.8449	94.9364	0.0000	3.6402	0.1252	1.2983	100.0000	61,748,540	2,367,666	81,413	844,419	65,042,037	18.00	0.00	18.57	18.57	18.57
1.0400	99.7932	94.8872	0.0000	3.6755	0.1264	1.3109	100.0000	61,716,564	2,390,653	82,203	852,617	65,042,037	17.99	0.00	18.75	18.75	18.75
1.0500	99.7415	94.8380	0.0000	3.7109	0.1276	1.3235	100.0000	61,684,588	2,413,640	82,994	860,815	65,042,037	17.98	0.00	18.93	18.93	18.93
1.0600	99.6898	94.7889	0.0000	3.7462	0.1288	1.3361	100.0000	61,652,613	2,436,627	83,784	869,014	65,042,037	17.97	0.00	19.11	19.11	19.11
1.0700	99.6381	94.7397	0.0000	3.7816	0.1300	1.3487	100.0000	61,620,637	2,459,614	84,575	877,212	65,042,037	17.96	0.00	19.29	19.29	19.29
1.0800	99.5864	94.6905	0.0000	3.8169	0.1312	1.3613	100.0000	61,588,661	2,482,601	85,365	885,410	65,042,037	17.96	0.00	19.47	19.47	19.47
1.0900	99.5347	94.6414	0.0000	3.8523	0.1325	1.3739	100.0000	61,556,685	2,505,588	86,155	893,608	65,042,037	17.95	0.00	19.65	19.65	19.65
1.1000	99.4830	94.5922	0.0000	3.8876	0.1337	1.3865	100.0000	61,524,710	2,528,575	86,946	901,807	65,042,037	17.94	0.00	19.83	19.83	19.83
1.1100	99.4313	94.5431	0.0000	3.9229	0.1349	1.3991	100.0000	61,492,734	2,551,562	87,736	910,005	65,042,037	17.93	0.00	20.01	20.01	20.01
1.1200	99.3796	94.4939	0.0000	3.9583	0.1361	1.4117	100.0000	61,460,758	2,574,549	88,527	918,203	65,042,037	17.92	0.00	20.19	20.19	20.19
1.1300	99.3279	94.4447	0.0000	3.9936	0.1373	1.4243	100.0000	61,428,783	2,597,536	89,317	926,401	65,042,037	17.91	0.00	20.37	20.37	20.37
1.1400	99.2762	94.3956	0.0000	4.0290	0.1385	1.4369	100.0000	61,396,807	2,620,523	90,108	934,599	65,042,037	17.90	0.00	20.55	20.55	20.55
1.1500	99.2244	94.3464	0.0000	4.0643	0.1398	1.4495	100.0000	61,364,831	2,643,510	90,898	942,798	65,042,037	17.89	0.00	20.73	20.73	20.73
1.1600	99.1727	94.2973	0.0000	4.0997	0.1410	1.4621	100.0000	61,332,856	2,666,497	91,688	950,996	65,042,037	17.88	0.00	20.91	20.91	20.91
1.1700	99.1210	94.2481	0.0000	4.1350	0.1422	1.4747	100.0000	61,300,880	2,689,484	92,479	959,194	65,042,037	17.87	0.00	21.10	21.10	21.10
1.1800	99.0693	94.1989	0.0000	4.1703	0.1434	1.4873	100.0000	61,268,904	2,712,471	93,269	967,392	65,042,037	17.86	0.00	21.28	21.28	21.28
1.1900	99.0176	94.1498	0.0000	4.2057	0.1446	1.4999	100.0000	61,236,928	2,735,458	94,060	975,591	65,042,037	17.85	0.00	21.46	21.46	21.46
1.2000	98.9659	94.1006	0.0000	4.2410	0.1458	1.5125	100.0000	61,204,953	2,758,445	94,850	983,789	65,042,037	17.84	0.00	21.64	21.64	21.64
1.2100	98.9142	94.0514	0.0000	4.2764	0.1470	1.5251	100.0000	61,172,977	2,781,432	95,640	991,987	65,042,037	17.83	0.00	21.82	21.82	21.82
1.2200	98.8625	94.0023	0.0000	4.3117	0.1483	1.5378	100.0000	61,141,001	2,804,419	96,431	1,000,185	65,042,037	17.82	0.00	22.00	22.00	22.00
1.2300	98.8108	93.9531	0.0000	4.3470	0.1495	1.5504	100.0000	61,109,026	2,827,406	97,221	1,008,384	65,042,037	17.82	0.00	22.18	22.18	22.18
1.2400	98.7591	93.9040	0.0000	4.3824	0.1507	1.5630	100.0000	61,077,050	2,850,393	98,012	1,016,582	65,042,037	17.81	0.00	22.36	22.36	22.36
1.2500	98.7074	93.8548	0.0000	4.4177	0.1519	1.5756	100.0000	61,045,074	2,873,380	98,802	1,024,780	65,042,037	17.80	0.00	22.54	22.54	22.54
1.2600	98.6557	93.8056	0.0000	4.4531	0.1531	1.5882	100.0000	61,013,099	2,896,367	99,593	1,032,978	65,042,037	17.79	0.00	22.72	22.72	22.72
1.2700	98.6040	93.7565	0.0000	4.4884	0.1543	1.6008	100.0000	60,981,123	2,919,355	100,383	1,041,177	65,042,037	17.78	0.00	22.90	22.90	22.90
1.2800	98.5523	93.7073	0.0000	4.5238	0.1556	1.6134	100.0000	60,949,147	2,942,342	101,173	1,049,375	65,042,037	17.77	0.00	23.08	23.08	23.08
1.2900	98.5006	93.6582	0.0000	4.5591	0.1568	1.6260	100.0000	60,917,171	2,965,329	101,964	1,057,573	65,042,037	17.76	0.00	23.26	23.26	23.26
1.3000	98.4489	93.6090	0.0000	4.5944	0.1580	1.6386	100.0000	60,885,196	2,988,316	102,754	1,065,771	65,042,037	17.75	0.00	23.44	23.44	23.44
1.3100	98.3972	93.5598	0.0000	4.6298	0.1592	1.6512	100.0000	60,853,220	3,011,303	103,545	1,073,970	65,042,037	17.74	0.00	23.62	23.62	23.62
1.3200	98.3455	93.5107	0.0000	4.6651	0.1604	1.6638	100.0000	60,821,244	3,034,290	104,335	1,082,168	65,042,037	17.73	0.00	23.80	23.80	23.80
1.3300	98.2938	93.4615	0.0000	4.7005	0.1616	1.6764	100.0000	60,789,269	3,057,277	105,125	1,090,366	65,042,037	17.72	0.00	23.98	23.98	23.98
1.3400	98.2421	93.4123	0.0000	4.7358	0.1628	1.6890	100.0000	60,757,293	3,080,264	105,916	1,098,564	65,042,037	17.71	0.00	24.16	24.16	24.16
1.3500	98.1904	93.3632	0.0000	4.7711	0.1641	1.7016	100.0000	60,725,317	3,103,251	106,706	1,106,763	65,042,037	17.70	0.00	24.34	24.34	24.34
1.3600	98.1387	93.3140	0.0000	4.8065	0.1653	1.7142	100.0000	60,693,342	3,126,238	107,497	1,114,961	65,042,037	17.69	0.00	24.52	24.52	24.52
1.3700	98.0870	93.2649	0.0000	4.8418	0.1665	1.7268	100.0000	60,661,366	3,149,225	108,287	1,123,159	65,042,037	17.69	0.00	24.70	24.70	24.70
1.3800	98.0353	93.2157	0.0000	4.8772	0.1677	1.7394	100.0000	60,629,390	3,172,212	109,078	1,131,357	65,042,037	17.68	0.00	24.88	24.88	24.88
1.3900	97.9836	93.1665	0.0000	4.9125	0.1689	1.7520	100.0000	60,597,414	3,195,199	109,868	1,139,556	65,042,037	17.67	0.00	25.06	25.06	25.06
1.4000	97.9319	93.1174	0.0000	4.9479	0.1701	1.7646	100.0000	60,565,439	3,218,186	110,658	1,147,754	65,042,037	17.66	0.00	25.24	25.24	25.24

CIP Shift	Res Factor	Res SP	OS SP	Comm SP	Ind SP	PP SP	Total SP	Res LA	OS LA	Comm LA	Ind LA	PP LA	Total LA	Res ET	OS ET	Comm ET	Ind ET	PP ET
1.4100	97.8802	93.0682	0.0000	4.9832	0.1713	1.7772	100.0000	60,533,463		3,241,173	111,449	1,155,952	65,042,037	17.65	0.00	25.42	25.42	25.42
1.4200	97.8285	93.0191	0.0000	5.0185	0.1726	1.7898	100.0000	60,501,487		3,264,160	112,239	1,164,150	65,042,037	17.64	0.00	25.60	25.60	25.60
1.4300	97.7768	92.9699	0.0000	5.0539	0.1738	1.8024	100.0000	60,469,512		3,287,147	113,030	1,172,348	65,042,037	17.63	0.00	25.78	25.78	25.78
1.4400	97.7250	92.9207	0.0000	5.0892	0.1750	1.8151	100.0000	60,437,536		3,310,134	113,820	1,180,547	65,042,037	17.62	0.00	25.96	25.96	25.96
1.4500	97.6733	92.8716	0.0000	5.1246	0.1762	1.8277	100.0000	60,405,560		3,333,121	114,610	1,188,745	65,042,037	17.61	0.00	26.14	26.14	26.14
1.4600	97.6216	92.8224	0.0000	5.1599	0.1774	1.8403	100.0000	60,373,585		3,356,108	115,401	1,196,943	65,042,037	17.60	0.00	26.32	26.32	26.32
1.4700	97.5699	92.7732	0.0000	5.1952	0.1786	1.8529	100.0000	60,341,609		3,379,095	116,191	1,205,141	65,042,037	17.59	0.00	26.50	26.50	26.50
1.4800	97.5182	92.7241	0.0000	5.2306	0.1799	1.8655	100.0000	60,309,633		3,402,082	116,982	1,213,340	65,042,037	17.58	0.00	26.68	26.68	26.68
1.4900	97.4665	92.6749	0.0000	5.2659	0.1811	1.8781	100.0000	60,277,657		3,425,070	117,772	1,221,538	65,042,037	17.57	0.00	26.86	26.86	26.86
1.5000	97.4148	92.6258	0.0000	5.3013	0.1823	1.8907	100.0000	60,245,682		3,448,057	118,563	1,229,736	65,042,037	17.56	0.00	27.05	27.05	27.05

TAX RATE RECAPITULATION
Fiscal Year 2018

I. TAX RATE SUMMARY

la. Total amount to be raised (from page 2, IIe)	\$ 86,597,619.83
lb. Total estimated receipts and other revenue sources (from page 2, IIIe)	21,555,583.00
lc. Tax Levy (Ia minus Ib)	<u>\$ 65,042,036.83</u>
ld. Distribution of Tax Rates and levies	

CLASS	(b) Levy percentage (from LA5)	(c) Ic above times each percent in col (b)	(d) Valuation by class (from LA-5)	(e) Tax Rates (c) / (d) x 1000	(f) Levy by class (d) x (e) / 1000
Residential	95.0838	61,844,440.22	3,430,086,890.00	18.03	61,844,466.63
Net of Exempt					
Open Space	0.0000	0.00	0.00	0.00	0.00
Commercial	3.5342	2,298,715.67	127,493,310.00	18.03	2,298,704.38
Net of Exempt					
Industrial	0.1215	79,026.07	4,383,900.00	18.03	79,041.72
SUBTOTAL	98.7395		3,561,964,100.00		64,222,212.73
Personal	1.2605	819,854.87	45,470,000.00	18.03	819,824.10
TOTAL	100.0000		3,607,434,100.00		65,042,036.83

MUST EQUAL 1C

Signatures

No signatures to display.

Do Not Write Below This Line --- For Department of Revenue Use Only

Reviewed By: Amy Handfield
Date:
Approved:
Director of Accounts:

NOTE : The information is preliminary and is subject to change.

TAX RATE RECAPITULATION

Fiscal Year 2018

II. Amounts to be raised

Ila. Appropriations (col.(b) through col.(g) from page 4)	<u>86,051,123.00</u>
Ilb. Other amounts to be raised	
1. Amounts certified for tax title purposes	<u>0.00</u>
2. Debt and interest charges not included on page 4	0.00
3. Final Awards	0.00
4. Total overlay deficit	0.00
5. Total cherry sheet offsets (see cherry sheet 1-ER)	17,500.00
6. Revenue deficits	0.00
7. Offset receipts deficits Ch. 44, Sec. 53E	0.00
8. CPA other unappropriated/unreserved	<u>0.00</u>
9. Snow and ice deficit Ch. 44, Sec. 31D	0.00
10. Other :	0.00
TOTAL Ilb (Total lines 1 through 10)	<u>17,500.00</u>
Ilc. State and county cherry sheet charges (C.S. 1-EC)	153,498.00
Ild. Allowance for abatements and exemptions (overlay)	375,498.83
Ile. Total amount to be raised (Total Ila through Ild)	<u>86,597,619.83</u>

III. Estimated receipts and other revenue sources

IIIa. Estimated receipts - State	
1. Cherry sheet estimated receipts (C.S. 1-ER Total)	5,284,621.00
2. Massachusetts school building authority payments	0.00
TOTAL IIIa	<u>5,284,621.00</u>
IIIb. Estimated receipts - Local	
1. Local receipts not allocated (page 3, col (b) Line 24)	<u>4,709,404.00</u>
2. Offset Receipts (Schedule A-1)	<u>0.00</u>
3. Enterprise Funds (Schedule A-2)	<u>5,086,188.00</u>
4. Community Preservation Funds (See Schedule A-4)	<u>1,425,387.00</u>
TOTAL IIIb	<u>11,220,979.00</u>
IIIc. Revenue sources appropriated for particular purposes	
1. Free cash (page 4, col (c))	<u>1,427,858.00</u>
2. Other available funds (page 4, col (d))	<u>3,622,125.00</u>
TOTAL IIIc	<u>5,049,983.00</u>
IIId. Other revenue sources appropriated specifically to reduce the tax rate	
1a. Free cash..appropriated on or before June 30, 2017	0.00
1b. Free cash..appropriated on or after July 1, 2017	0.00
2. Municipal light source	0.00
3. Other source :	0.00
TOTAL IIId	<u>0.00</u>
IIIe. Total estimated receipts and other revenue sources (Total IIIa through IIId)	<u>21,555,583.00</u>

IV. Summary of total amount to be raised and total receipts from all sources

a. Total amount to be raised (from Ile)	<u>86,597,619.83</u>
b. Total estimated receipts and other revenue sources (from IIIe)	<u>21,555,583.00</u>
c. Total real and personal property tax levy (from Ic)	<u>65,042,036.83</u>
d. Total receipts from all sources (total IVb plus IVc)	<u>86,597,619.83</u>

NOTE : The information is preliminary and is subject to change.

TAX RATE RECAPITULATION

Fiscal Year 2018

LOCAL RECEIPTS NOT ALLOCATED *

	Receipt Type Description	(a) Actual Receipts Fiscal 2017	(b) Estimated Receipts Fiscal 2018
==>	1. MOTOR VEHICLE EXCISE	2,517,596.00	2,500,000.00
	2. OTHER EXCISE		
==>	a.Meals	237,712.00	225,000.00
==>	b.Room	0.00	0.00
==>	c.Other	0.00	0.00
==>	3. PENALTIES AND INTEREST ON TAXES AND EXCISES	575,528.00	325,000.00
==>	4. PAYMENTS IN LIEU OF TAXES	46,251.00	40,000.00
	5. CHARGES FOR SERVICES - WATER	0.00	0.00
	6. CHARGES FOR SERVICES - SEWER	0.00	0.00
	7. CHARGES FOR SERVICES - HOSPITAL	0.00	0.00
	8. CHARGES FOR SERVICES - SOLID WASTE FEES	0.00	0.00
	9. OTHER CHARGES FOR SERVICES	0.00	0.00
	10. FEES	1,227,015.00	650,000.00
	11. RENTALS	0.00	0.00
	12. DEPARTMENTAL REVENUE - SCHOOLS	0.00	0.00
	13. DEPARTMENTAL REVENUE - LIBRARIES	0.00	0.00
	14. DEPARTMENTAL REVENUE - CEMETERIES	0.00	0.00
	15. DEPARTMENTAL REVENUE - RECREATION	0.00	0.00
	16. OTHER DEPARTMENTAL REVENUE	0.00	0.00
	17. LICENSES AND PERMITS	793,793.00	790,000.00
	18. SPECIAL ASSESSMENTS	6,392.00	6,000.00
==>	19. FINES AND FORFEITS	44,773.00	43,000.00
==>	20. INVESTMENT INCOME	153,282.00	125,000.00
==>	21. MEDICAID REIMBURSEMENT	0.00	0.00
==>	22. MISCELLANEOUS RECURRING (PLEASE SPECIFY)	0.00	0.00
	23. MISCELLANEOUS NON-RECURRING (PLEASE SPECIFY)	5,404.00	5,404.00
	24. Totals	5,607,746.00	4,709,404.00

I hereby certify that the actual receipts as shown in column (a) are, to the best of my knowledge correct and complete, and I further certify that I have examined the entries made on page 4 of the Fiscal 2018 tax rate recapitulation form by the City, Town or District Clerk and hereby acknowledge that such entries correctly reflect the appropriations made and the sources from which such appropriations are to be met.

Signatures

No signatures to display.

* Do not include receipts in columns (a) or (b) that were voted by the City / Town / District Council or Town Meeting as offset receipts on Schedule A-1, enterprise funds on Schedule A-2, or departmental revolving funds per Chapter 44, Section 53E 1/2. Written documentation should be submitted to support increases / decreases of estimated receipts to actual receipts.

==> Written documentation should be submitted to support increases/ decreases of FY 2018 estimated receipts to FY 2017 estimated receipts to be used in calculating the Municipal Revenue Growth Factor (MRGF).

NOTE : The information is preliminary and is subject to change.

TAX RATE RECAPITULATION
Fiscal Year 2018

APPROPRIATIONS									AUTHORIZATIONS	
									MEMO ONLY	
City/Town Council or Town Meeting Dates	FY*	(a) Total Appropriations Of Each Meeting	(b) ** From Raise and Appropriate	(c) From Free Cash (See B-1)	(d) From Other Available Funds (See B-2)	(e) From Offset Receipts (See A-1)	(f) From Enterprise Funds (See A-2)	(g) From Community Preservation Funds (See A-4)	(h) *** Departmental Revolving Funds	(i) Borrowing Authorization (Other)
04/02/2017	2017	342,742.00	0.00	335,000.00	0.00	0.00	7,742.00	0.00	0.00	0.00
04/02/2017	2018	50,000.00	0.00	0.00	50,000.00	0.00	0.00	0.00	0.00	0.00
04/02/2017	2018	22,261.00	0.00	0.00	18,786.00	0.00	3,475.00	0.00	0.00	0.00
04/02/2017	2018	221,023.00	0.00	221,023.00	0.00	0.00	0.00	0.00	0.00	0.00
04/02/2017	2018	81,850,460.00	74,142,437.00	500,000.00	2,447,647.00	0.00	4,760,376.00	0.00	1,200,245.00	0.00
04/02/2017	2018	1,693,000.00	347,128.00	219,180.00	901,692.00	0.00	225,000.00	0.00	0.00	1,290,000.00
04/03/2017	2018	688,168.00	0.00	0.00	0.00	0.00	0.00	688,168.00	0.00	0.00
04/03/2017	2018	89,019.00	0.00	0.00	0.00	0.00	0.00	89,019.00	0.00	1,625,360.00
04/03/2017	2018	60,200.00	0.00	0.00	0.00	0.00	0.00	60,200.00	0.00	0.00
04/03/2017	2018	20,000.00	0.00	0.00	0.00	0.00	0.00	20,000.00	0.00	0.00
04/03/2017	2018	300,000.00	0.00	0.00	0.00	0.00	0.00	300,000.00	0.00	0.00
04/03/2017	2018	50,000.00	0.00	0.00	0.00	0.00	0.00	50,000.00	0.00	0.00
04/03/2017	2018	80,000.00	0.00	0.00	0.00	0.00	0.00	80,000.00	0.00	0.00
11/01/2017	2018	35,655.00	0.00	655.00	0.00	0.00	35,000.00	0.00	0.00	0.00
11/01/2017	2018	-45,405.00	0.00	0.00	0.00	0.00	-45,405.00	0.00	0.00	0.00
11/01/2017	2018	202,000.00	0.00	152,000.00	50,000.00	0.00	0.00	0.00	0.00	0.00
11/01/2017	2018	126,000.00	0.00	0.00	0.00	0.00	0.00	126,000.00	0.00	0.00
11/01/2017	2018	154,000.00	0.00	0.00	154,000.00	0.00	0.00	0.00	0.00	0.00
11/01/2017	2018	12,000.00	0.00	0.00	0.00	0.00	0.00	12,000.00	0.00	0.00
11/14/2017	2018	100,000.00	0.00	0.00	0.00	0.00	100,000.00	0.00	0.00	0.00
Total		86,051,123.00	74,489,565.00	1,427,858.00	3,622,125.00	0.00	5,086,188.00	1,425,387.00		

* Enter the fiscal year to which the appropriation relates, i.e., fiscal year 2017 or fiscal 2018.

** Appropriations included in column (b) must not be reduced by local receipts or any other funding source. Appropriations must be entered gross to avoid a duplication in the use of estimated or other sources of receipts.

NOTE : The information is preliminary and is subject to change.

TAX RATE RECAPITULATION
Fiscal Year 2018

*** Include only revolving funds pursuant to Chapter 44, Section 53 E 1/2.

Signatures

No signatures to display.

NOTE : The information is preliminary and is subject to change.

Schedule A-1
Offset Receipts Ch. 44 S.53E - Fiscal Year 2018

	Description	(a) Actual Revenues Fiscal 2017	(b) Estimated Receipts Fiscal 2018 *	Support Required
1	Water	0.00	0.00	
2	Sewer	0.00	0.00	
3	Hospital	0.00	0.00	
4	Nursing home	0.00	0.00	
5	Recreation department	0.00	0.00	
6	Airport	0.00	0.00	
7		0.00	0.00	
8		0.00	0.00	
9		0.00	0.00	
10		0.00	0.00	
11		0.00	0.00	
12	Total	0.00	0.00	

*If Column(b) exceeds Column(a) for any item, written permission by the Director of Accounts is Required prior to appropriation

Signatures

No signatures to display.

NOTE : The information is preliminary and is subject to change.

SCHEDULE A-2
ENTERPRISE FUNDS CH. 44 S.53 F1/2 et al - Fiscal Year 2018

Enterprise fund number: A-2(1ST)
Type of enterprise fund: Water & Sewer
Name of enterprise fund/statutory reference: Wastewater

	(a) FY 2017 Actual Revenues	(b) FY 2018 Estimated Revenues
1. Enterprise revenues and available funds		
a. User charges	754,559.00	241,688.00
Other departmental revenue	0.00	467,056.00 *
Investment income	4,352.00	4,000.00
Total revenues	758,911.00	712,744.00
Retained earnings appropriated from July 1, 2016 Certification	0.00	0.00 **
Retained earnings appropriated from July 1, 2017 Certification		35,000.00 **
Other enterprise available funds		0.00
Total revenues and available funds	758,911.00	747,744.00 (To Recap Pg 2, Part III B, line 3)
* Written documentation should be uploaded to support increases of estimated vs actual revenues		
** Retained earnings must be certified by the Director of Accounts prior to appropriation		
2. Total costs appropriated		
a. Costs appropriated in the enterprise fund		
Salaries, wages and expenses	747,744.00	
Capital Outlay	0.00	
Other	0.00	
Total costs appropriated in the enterprise fund		747,744.00 2a
b. Indirect costs appropriated in the general fund		
Health Insurance	0.00	
Pension	0.00	
Debt	0.00	
Other	0.00	
Total costs appropriated in the general fund		0.00 2b
Total costs		747,744.00 2a + 2b
3. Calculation of subsidy (see instructions)		
Revenue and available funds	747,744.00	(part 1 col b)
Less: Total costs	747,744.00	(part 2 total costs)
Less: Prior year deficit	0.00	(To Recap Pg 2 Part II B)
(Negative represents subsidy)	0.00	
4. Sources of funding for costs appropriated in the enterprise fund		
a. Revenue and available funds	747,744.00	
b. Taxation	0.00	
c. Free Cash	0.00	
d. Non-Enterprise Available Funds	0.00	
Total sources of funding for costs appropriated in the enterprise fund	747,744.00	(Must equal total part 2a)

Signatures

No signatures to display.

NOTE : The information is preliminary and is subject to change.

SCHEDULE A-2
ENTERPRISE FUNDS CH. 44 S.53 F1/2 et al - Fiscal Year 2018

Enterprise fund number: A-2(2ND)
 Type of enterprise fund: Sewer
 Name of enterprise fund/statutory reference: Septage

	(a) FY 2017 Actual Revenues	(b) FY 2018 Estimated Revenues
1. Enterprise revenues and available funds		
a. User charges	0.00	0.00
Other departmental revenue	7,615.00	0.00
Investment income	1,386.00	0.00
Total revenues	9,001.00	0.00
Retained earnings appropriated from July 1, 2016 Certification	0.00	7,742.00 **
Retained earnings appropriated from July 1, 2017 Certification		0.00 **
Other enterprise available funds		0.00
Total revenues and available funds	9,001.00	7,742.00 (To Recap Pg 2, Part III B, line 3)
* Written documentation should be uploaded to support increases of estimated vs actual revenues		
** Retained earnings must be certified by the Director of Accounts prior to appropriation		
2. Total costs appropriated		
a. Costs appropriated in the enterprise fund		
Salaries, wages and expenses	7,742.00	
Capital Outlay	0.00	
Other	0.00	
Total costs appropriated in the enterprise fund		7,742.00 2a
b. Indirect costs appropriated in the general fund		
Health Insurance	0.00	
Pension	0.00	
Debt	0.00	
Other	0.00	
Total costs appropriated in the general fund		0.00 2b
Total costs		7,742.00 2a + 2b
3. Calculation of subsidy (see instructions)		
Revenue and available funds	7,742.00 (part 1 col b)	
Less: Total costs	7,742.00 (part 2 total costs)	
Less: Prior year deficit	0.00 (To Recap Pg 2 Part II B)	
(Negative represents subsidy)	0.00	
4. Sources of funding for costs appropriated in the enterprise fund		
a. Revenue and available funds	7,742.00	
b. Taxation	0.00	
c. Free Cash	0.00	
d. Non-Enterprise Available Funds	0.00	
Total sources of funding for costs appropriated in the enterprise fund	7,742.00 (Must equal total part 2a)	

Signatures

No signatures to display.

NOTE : The information is preliminary and is subject to change.

SCHEDULE A-2
ENTERPRISE FUNDS CH. 44 S.53 F1/2 et al - Fiscal Year 2018

Enterprise fund number: A-2(3RD)
Type of enterprise fund: Water
Name of enterprise fund/statutory reference: Water Fund

	(a) FY 2017	(b) FY 2018
	Actual Revenues	Estimated Revenues
1. Enterprise revenues and available funds		
a. User charges	3,841,166.00	3,687,727.00
Other departmental revenue	0.00	311,975.00 *
Investment income	6,816.00	6,000.00
Total revenues	3,847,982.00	4,005,702.00
Retained earnings appropriated from July 1, 2016 Certification	0.00	225,000.00 **
Retained earnings appropriated from July 1, 2017 Certification		100,000.00 **
Other enterprise available funds		0.00
Total revenues and available funds	3,847,982.00	4,330,702.00 (To Recap Pg 2, Part III B, line 3)
* Written documentation should be uploaded to support increases of estimated vs actual revenues		
** Retained earnings must be certified by the Director of Accounts prior to appropriation		
2. Total costs appropriated		
a. Costs appropriated in the enterprise fund		
Salaries, wages and expenses	4,005,702.00	
Capital Outlay	325,000.00	
Other	0.00	
Total costs appropriated in the enterprise fund		4,330,702.00 2a
b. Indirect costs appropriated in the general fund		
Health Insurance	0.00	
Pension	0.00	
Debt	0.00	
Other	0.00	
Total costs appropriated in the general fund		0.00 2b
Total costs		4,330,702.00 2a + 2b
3. Calculation of subsidy (see instructions)		
Revenue and available funds	4,330,702.00 (part 1 col b)	
Less: Total costs	4,330,702.00 (part 2 total costs)	
Less: Prior year deficit	0.00	(To Recap Pg 2 Part II B)
(Negative represents subsidy)	0.00	
4. Sources of funding for costs appropriated in the enterprise fund		
a. Revenue and available funds	4,330,702.00	
b. Taxation	0.00	
c. Free Cash	0.00	
d. Non-Enterprise Available Funds	0.00	
Total sources of funding for costs appropriated in the enterprise fund	4,330,702.00	(Must equal total part 2a)

Signatures

No signatures to display.

NOTE : The information is preliminary and is subject to change.

Schedule A-4
Community Preservation Fund CH. 44B - Fiscal Year 2018

	(A) FY 2017 Actual Revenues	(B) FY 2018 Estimated Revenues
1. Annual Revenues and other available Funds		
Surcharge	790,380.00	790,380.00
State trust fund distribution	150,787.00	150,787.00
Other (i.e. Interest, OFS appropriated to the fund-CH44B 3-b1/2)	7,012,864.00	12,000.00
1A. Total Annual Revenues	7,954,031.00	953,167.00
Fund reserves and or balances voted at City/Town meeting(s)		472,220.00
Other		0.00
Total Revenues and Available Funds	<i>(To Recap page 2, Part IIIB, Line 4)</i>	1,425,387.00
2. Appropriations and Reservations		
Projects, Acquisitions, Debt service and Other		737,219.00
Administrative Expenses (5% or less of 1A - Total annual revenues)		421,111.00
Reservations (10% min of 1A - for each Reserve, if not voted within Appropriations)		267,057.00
Budgeted reserve to be appropriated		0.00
Prior Year Deficits		0.00
Total Appropriations and Reservations	<i>(To Recap page 4, Col g)</i>	1,425,387.00
3. Other (unappropriated, unreserved)	<i>(To Recap page 2, Part IIB, Line 8)</i>	0.00
TOTAL Appropriations and Reservations and Other		1,425,387.00

Signatures
No signatures to display.

NOTE : The information is preliminary and is subject to change.

Schedule B-1
Free Cash Certification and Appropriation - Fiscal Year 2018

Part I

	Date Certified	
1. 7/1/2016 Free Cash Certification	4,641,973.00	2/3/2017
ADD:		
2. Free Cash Update Part I	0.00	
TOTAL	4,641,973.00	
Subtract Free Cash Appropriated From This Certification		
3. FY 2017 Recap	0.00	
4. FY 2018 Recap (check to Recap page 4, column c)	1,275,203.00	
5. FY 2018 Recap appropriated on or before June 30th to reduce the tax rate	0.00	<i>To Recap pg 2 Part III d 1a</i>
Balance of Unappropriated Free Cash Part I:	3,366,770.00	

Part II

	Date Certified	
1. 7/1/2017 Free Cash Certification	7,299,693.00	9/19/2017
ADD:		
2. Free Cash Update Part II	0.00	
TOTAL:	7,299,693.00	
Subtract Free Cash Appropriated From This Certification		
3. FY 2018 Recap (check to Recap page 4, column c)	152,655.00	
4. FY 2018 Recap appropriated on or after July 1st to reduce the tax rate	0.00	<i>To Recap pg 2 Part III d 1b</i>
Balance of Unappropriated Free Cash Part II:	7,147,038.00	

Signatures	
No signatures to display.	

NOTE : The information is preliminary and is subject to change.

Schedule B-2

SOURCES AND USES OF OTHER AVAILABLE FUNDS - Fiscal Year 2018

Date of Appropriation	Source of Fund	Use of Fund	Col. A Amount in Fund When Approp. was Made	Col. B. Amount of Appropriation
04/02/2017	The Childrens Way	OPEB	295,267.00	25,000.00
04/02/2017	Food Service	OPEB	432,001.00	25,000.00
04/02/2017	Recreation Revolving	OPEB	609,626.00	747.00
04/02/2017	Transfer Station	OPEB	138,554.00	374.00
04/02/2017	BASE	OPEB	929,061.00	4,989.00
04/02/2017	The Childrens Way	OPEB	270,267.00	5,923.00
04/02/2017	Food Service	OPEB	407,001.00	3,887.00
04/02/2017	Full Day Kindergarden	OPEB	172,453.00	1,962.00
04/02/2017	Pegasus	OPEB	111,236.00	609.00
04/02/2017	Building Use	OPEB	29,723.00	224.00
04/02/2017	Enrichment	OPEB	163,749.00	71.00
04/02/2017	Ambulance Fund	FY 2019 Budget	1,275,435.00	615,000.00
04/02/2017	Overlay	FY 2019 Budget	500,000.00	500,000.00
04/02/2017	Bond Premium	FY 2019 Budget	863,896.00	85,245.00
04/02/2017	Water Fund	FY 2019 Budget	2,283,998.00	381,660.00
04/02/2017	Septage Fund	FY 2019 Budget	69,052.00	37,529.00
04/02/2017	Wastewater Fund	FY 2019 Budget	1,214,351.00	28,831.00
04/02/2017	Recreation Revolving	FY 2019 Budget	608,879.00	29,495.00
04/02/2017	Transfer Station	FY 2019 Budget	138,180.00	80,762.00
04/02/2017	COA	FY 2019 Budget	78,800.00	2,190.00
04/02/2017	BASE	FY 2019 Budget	924,072.00	226,657.00
04/02/2017	The Childrens Way	FY 2019 Budget	264,334.00	221,409.00
04/02/2017	Food Service	FY 2019 Budget	403,114.00	229,376.00
04/02/2017	Full Day Kindergarden	FY 2019 Budget	170,585.00	47,022.00
04/02/2017	Ambulance Fund	FY 2019 Budget	660,435.00	445,000.00
04/02/2017	Fund 40	FY 2019 Budget	336,692.00	336,692.00
04/02/2017	Cemetery Fund	FY 2019 Budget	121,400.00	120,000.00
04/02/2017	Stabilization Fund	FY 2019 Budget	342,618.00	154,000.00
04/02/2017	Turf Field	FY 2019 Budget	219,463.00	50,000.00
11/09/2017	Septage Fund	FY 2019 Budget	17,409.00	-37,529.00
			Total	3,622,125.00

(Must equal Recap page 4 column d)

Column (A) must be greater than or equal to the amount of the appropriation in Column (B) at the time of the appropriation unless otherwise specified by general or special law.

Signatures

No signatures to display.

NOTE : The information is preliminary and is subject to change.

SCHEDULE OL-1
OVERLAY WORKSHEET - Fiscal Year 2018

Overlay Available						
1.	Overlay Balance as of 6/30/2017	995,209.64				
2.	Overlay from FY 2018 (Tax Rate Recap Page 2 Ild)	375,498.83				
3.	Overlay Balance Available (Add lines 1 and 2)	1,370,708.47				
Overlay Use						
4.	Overlay Transferred to Overlay Surplus after 7/1/2017	0.00				
5.	Other Overlay Charges after 7/1/2017	0.00				
6.	5 year Average Abatements And Exemptions Granted thru 6/30/2017	222,128.17	FY 2017	FY 2016	FY 2015	FY 2014
7.	Overlay Balance Needed (Add lines 4 thru 6)	222,128.17	172,236.09	233,946.79	264,938.85	226,325.72
					5-year average FY 2013 to FY 2017	
						222,128.17
8.	Overlay Balance Available in excess of Overlay Balance Needed (negative indicates a Shortfall) (subtract line 7 from line 3)	1,148,580.30				
Potential Future Liabilities						
9.	Real Estate Tax Receivables as of 6/30/2017	487,489.59				
10.	Personal Property Tax Receivables as of 6/30/2017	39,060.54				
11.	Pending ATB or Court decision(s)	187,500.00				
12.	Total Potential Future Liabilities	714,050.13				

Signatures

No signatures to display.

NOTE : The information is preliminary and is subject to change.

**Schedule DE-1
 Debt Exclusion - Fiscal Year 2018**

(A) Ballot Vote Date	(B) Purpose(s) of Exclusion Vote	(C) Date of original issuance note/bond per purpose(s)	(D) Temp or Perm (T/P)	(E) FY 2017 Net Excluded Debt Service	(F) FY 2017 Gross Debt Service Expended	(G) FY 2018 Gross Debt Service Excludable	(H) Reimbursement adjustments (Whole numbers only)	(I) FY 2018 Net Excluded Debt Service
04/28/1998	POLICE / FIRE STATION	01/01/1999	P	299,162	299,162	286,881	0	286,881
04/25/2000	CONSERVATION	02/01/2001	P	93,150	93,150	91,450	0	91,450
04/28/1998	SCH REMODELING	09/15/2005	P	239,487	239,487	233,012	0	233,012
04/25/2006	MULTI PURPOSE TOWN	01/15/2007	P	92,795	92,795	90,196	0	90,196
04/29/2007	MULIT PURPOSE TOWN	02/01/2008	P	122,762	122,762	119,025	0	119,025
04/14/2008	MULTI PURPOSE TOWN	02/01/2009	P	148,195	148,195	144,559	0	144,559
11/17/2009	HIGH SCHOOL	02/01/2010	P	668,500	668,500	659,500	0	659,500
04/07/2009	MULTI PURPOSE TOWN	02/01/2010	P	88,850	88,850	87,050	0	87,050
11/17/2009	HIGH SCHOOL	02/01/2011	P	2,419,954	2,508,000	2,455,200	84,133	2,371,067
05/11/2010	MULTI PURPOSE TOWN	02/01/2011	P	62,575	64,800	62,400	1,113	61,287
							Total:	4,144,027

REIMBURSEMENTS: School Building Assistance, Library Construction Grants etc.

ADJUSTMENTS: Prior year interest not included, rate or term different than estimate

Signatures

No signatures to display.

NOTE : The information is preliminary and is subject to change.

**Levy Limit
 Fiscal Year 2018**

FOR BUDGET PLANNING PURPOSES

I. TO CALCULATE THE FY 2017 LEVY LIMIT

A. FY 2016 Levy Limit	64,104,631	
A1. ADD Amended FY 2016 Growth	0	
B. ADD (IA + IA1)*2.5%	1,602,616	
C. ADD FY 2017 New Growth	802,285	
C1. ADD FY 2017 New Growth Adjustment	0	
D. ADD FY 2017 Override	0	
E. FY 2017 Subtotal	66,509,532	
F. FY 2017 Levy Ceiling	86,428,473	I. 66,509,532
		FY 2017 Levy Limit

II. TO CALCULATE THE FY 2018 LEVY LIMIT

A. FY 2017 Levy Limit from I	66,509,532	
A1. ADD Amended FY 2017 Growth	27,323	
B. ADD (IIA + IIA1)*2.5%	1,663,421	
C. ADD FY 2018 New Growth	694,244	
C1. ADD FY 2018 New Growth Adjustment	0	
D. ADD FY 2018 Override	0	
E. ADD FY 2018 Subtotal	68,894,520	
F. FY 2018 Levy Ceiling	90,185,853	II. 68,894,520
		FY 2018 Levy Limit

III. TO CALCULATE THE FY 2018 MAXIMUM ALLOWABLE LEVY

A. FY 2018 Levy Limit from II.	68,894,520
B. FY 2018 Debt Exclusion(s)	4,144,027
C. FY 2018 Capital Expenditure Exclusion(s)	0
D. FY 2018 Stabilization Fund Override	0
E. FY 2018 Other Adjustment :	0
F. FY 2018 Water/Sewer	0
G. FY 2018 Maximum Allowable Levy	73,038,547

Signatures

No signatures to display.

NOTE : The information is preliminary and is subject to change.

CLASSIFICATION TAX ALLOCATION
Fiscal Year 2018

1. The selected Residential Factor is 1.000000

If you desire each class to maintain 100% of its full values tax share, indicate a residential factor of "1" and go to question 3.

2. In computing your residential factor, was a discount granted to Open Space?

Yes No

If Yes, what is the percentage discount? 0

3. Was a residential exemption adopted?

Yes No

If Yes, please complete the following:

<u>Class 1 Total Assessed Value</u>	=	<u>3,430,086,890</u>	X	<u>0</u>	=	<u>0</u>
Class 1 Total Parcel Count *		0		Selected Res. Exemption %		Residential Exemption

* Include all parcels with a Mixed-Use Residential designation

Applicable number of parcels to receive exemption 0

Net value to be exempted 0

4. Was a small commercial exemption adopted?

Yes No

% Selected 0

If Yes, please complete the following:

No. of parcels eligible	<u>0</u>
Total value of parcels	<u>0</u>
Total value to be exempted	<u>0</u>

5. The following information was derived from the LA-7. Please indicate in column D percentages (accurate to 4 digits to the right of the decimal point) which result from your selected residential factor. (If a residential factor of "1" has been selected, you may leave Column D blank.)

A Class	B Certified Full and Fair Cash Value Assessments	C Percentage Full Value Shares of Total Tax Levy	D New Percentage Shares of Total Tax Levy
Residential	3,430,086,890.00	95.0838%	95.0838%
Open Space	0.00	0.0000%	0.0000%
Commercial	127,493,310.00	3.5342%	3.5342%
Industrial	4,383,900.00	0.1215%	0.1215%
Personal Property	45,470,000.00	1.2605%	1.2605%
TOTALS	3,607,434,100.00	100.0000%	100.0000%

NOTE : The information is preliminary and is subject to change.

CLASSIFICATION TAX ALLOCATION

Fiscal Year 2018

6. Notice was given to taxpayers on (date), (time), at (place), by (describe type of notice) that a public hearing on the issue of adopting the tax levy percentages for fiscal year 2018 would be held on (meeting date).

7. We hereby attest that on (date), (time), at (place) in a public hearing on the issue of adopting the percentages for fiscal year 2018, that the Board of Assessors presented information and data relevant to making such determination and the fiscal effect of the available alternatives, and that the percentages set forth above were duly adopted in public session on (date).

8. The LA-5 excess capacity for the current fiscal year is calculated as 7,996,510.17

The LA-5 excess capacity for the prior fiscal year is calculated as 8,032,462.36

For cities : City Councilors, Aldermen, Mayor

For towns : Board of Selectmen

For districts : Prudential Committee or Commissioners

Signatures

No signatures to display.

DATE: November 20, 2017
TO: Board of Selectmen
FROM: David Porter, Executive Assistant to the Town Administrator and Board of Selectmen
RE: Class II Used Car Dealer License for Wayland Automotive, 322 Commonwealth Avenue

Current Status

Richard Devlin and Eli Elias, co-owners of Wayland Automotive, Inc. hold a Class II Used Car Dealer License that allows them to park no more than five vehicles for sale on the premises at any one time. The Board's license requires that the cars for sale be marked as such. Since the Board issued its license last year, Town Counsel advised that any vehicles parked on the applicant's lot that are sold over the Internet are also subject to the Board's licensing authority. On November 9, Wayland Automotive delivered, through its attorney, Stephen M. Roberts, a request to increase the number of cars offered for sale to 27.

The lot is subject to a special zoning permit (SP# 66-36) that allows for used automobile sales incidental to the lot's primary use as a gasoline and service station. In December 1995, Mr. Elias inquired with the Building Commissioner regarding increasing the number of used cars for sale from five to 20. The Building Commissioner indicated in a December 26, 1995 response that offering 20 cars for sale would not be incidental to the lot's primary use and, therefore, would require an amendment to the original special permit. Mr. Elias elected not to apply to the Zoning Board of Appeals for an amendment.

After analyzing the site plans submitted by Mr. Devlin and Mr. Elias on November 9, 2017, the Building Commissioner believes that increasing the number of cars kept on site for sale up to a total of 19 would not conflict with the zoning history of the site. If Mr. Devlin and Mr. Elias want to keep 20 or more cars for sale, they may apply to the ZBA before petitioning the Board of Selectmen for an increase in the number of vehicles allowed under their Class II license.

Massachusetts General Laws Chapter 140 does not have a limit on vehicles sold or stored on the licensed premises, but grants the licensing authority – in Wayland, the Board of Selectmen – broad discretion to impose limits or other requirements.

Neighbor Complaints

Wayland Automotive has conducted business at 322 Commonwealth Avenue for many years. During that time, neighbors have lodged complaints intermittently with town officials, including:

- Delivery of vehicles every day, often early in the morning (4:45 am – 5:30 am)
- Gasoline deliveries and garbage removal, generating significant noise, between 10pm and 7am
- Trucks operators idling their engines for long periods, producing noise and air pollution that can be smelled inside homes
- Parking and outfitting of 8-12 plow trucks during the winter, often producing loud noises overnight before and during snowstorms.

In a March 2014 letter, the Building Commissioner described periodically stopping at the site and taking pictures of the parked vehicles. He observed no 'For Sale' signs on any vehicles, but noted many vehicles on

the site without license plates. He wrote, "It stands to reason that cars being serviced would have a license plate on the vehicle and vehicles without a license plate were for sale." His inspections revealed that there had been more than five vehicles on site without license plates between January 31, 2014 and his letter on March 14, 2014. He also noted different vehicles each time he visited, indicating a high rate of turnover.

On November 15, 2017, Wayland Automotive had 84 used vehicles listed for sale on its website (see attached inventory search page). Some of those vehicles are located at a satellite lot outside of Wayland.

The proposal and site plan submitted by Wayland Automotive will be reviewed by the land use department heads. We will request written comments from the Police Chief and the Fire Chief prior to Board action to renew or change the Class II license.

Requested Action

Schedule a public meeting on December 4, 2017 to review the request and site plan submitted by Mr. Devlin and Mr. Elias. After hearing questions and concerns from abutters and residents, determine whether to renew the Class II license and whether to impose conditions on that license, including the number of vehicles for sale that may be parked on the premises and, potentially, the frequency or hours during which deliveries and pick-ups of cars may take place.

Wayland Automotive
Current Inventory

[Go Back](#)

Wayland Automotive

322 Commonwealth Road
Wayland, MA 01778



Phone : (508) 358-4616

Rich Devlin
devlin9@comcast.net
(508) 358-4616

[English](#) [Español](#)

Search Our Inventory

Make
Any Make ▼

Model
Any Model ▼

Vehicles Per Page
50 ▼

Carfax 1-Owner

[Click Here for Advanced Search](#)

84 matches found. Showing 1 - 12.

Viewing Used Inventory.

1 2 3 4 5 6 7 Next >>

Photo	Year Make Model Series	Location	Exterior Color	Interior Color	Mileage	Sale Price
	2013 Honda CR-V AWD 5dr EX-L		Crystal Black Pearl	Black	49,961	\$16,990
<p>waylandautomotive.com 2013 Honda CR-V EX-L sport utility! All Wheel Drive! Automatic Transmission! Power Moonroof! Leather Seating! Full Power Options! Heated Seats! Alloy Wheels! Honda Powertrain Warranty! Clean Carfax! 30 MPG! 508 358-4616</p> <p>Options: Power Windows , Power Door Locks , Tilt Wheel , Remote Keyless Entry , Cruise Control , Steering Wheel Stereo Controls , Steering Wheel-Leather Wrapped , Tire-Pressure Monitoring System , Security System , Engine Immobilizer/Vehicle Anti-Theft System , AM/FM Stereo , Audio-Upgrade Sound System , CD Player , Audio-Satellite Radio...</p> <p>SHOW ME THE CARFAX Get Your CARFAX Record Check</p> <p>Stock Number: 061541 VIN: 5J6RM4H73DL061541</p>						
	2008 Nissan Altima 2dr Cpe V6 CVT 3.5 SE		Code Red Metallic	Charcoal	99,130	\$6,490
<p>waylandautomotive.com 2008 Nissan Altima 3.5 SE coupe! Automatic Transmission! Power Moonroof! Alloy Wheels! Power Windows/Locks/Mirrors/Seat! One Owner! Clean Carfax! 508 358-4616</p> <p>Options: Power Windows , Power Door Locks , Lane Departure Warning , Tilt Wheel , Remote Keyless Entry , Remote Trunk Release , Cruise Control , Steering Wheel Stereo Controls , Steering Wheel-Leather Wrapped , Tire-Pressure Monitoring System , Security System , Engine Immobilizer/Vehicle Anti-Theft System , AM/FM Stereo , CD Player...</p> <p>SHOW ME THE CARFAX Get Your CARFAX Record Check</p> <p>Stock Number: 206832 VIN: 1N4BL24E88C206832</p>						
	2012 Volkswagen Tiguan 4WD 4dr Auto SE		Deep Black Metallic	Black	78,096	\$12,990
<p>waylandautomotive.com 2012 Volkswagen Tiguan SE 4Motion! All Wheel Drive! Automatic Transmission! Power Windows/Locks/Mirrors! 18" Alloy Wheels! Heated Seats! Volkswagen Dealer Serviced! Clean Carfax! 27 MPG! 508 358-4616</p> <p>Options: Power Windows , Power Door Locks , Tilt Wheel , Remote Keyless Entry , Cruise Control , Steering Wheel-Leather Wrapped , Tire-Pressure Monitoring System , Security System , Engine Immobilizer/Vehicle Anti-Theft System , AM/FM Stereo , AM/FM Stereo w CD Changer , CD Player , Audio-Satellite Radio , MP3 Sound System...</p> <p>SHOW ME THE CARFAX Get Your CARFAX Record Check</p> <p>Stock Number: 566153 VIN: WVGBV7AX9CW566153</p>						
	2007 Honda Pilot 4WD 4dr LX		Nimbus Gray Metallic	Gray	102,166	\$7,990
<p>waylandautomotive.com 2007 Honda Pilot LX sport utility! Four Wheel Drive! Automatic Transmission! Power Windows/Locks/Mirrors! New Tires! Clean Carfax! 508 358-4616</p> <p>Options: Power Windows , Power Door Locks , Tilt Wheel , Remote Keyless Entry , Cruise Control , Tire-Pressure Monitoring System , Engine Immobilizer/Vehicle Anti-Theft System , AM/FM Stereo , CD Player , Additional Power Outlet(s) , Air Conditioning , Air Conditioning - Rear , Bucket Seats , Seat-Additional Rear On Station Wgn...</p> <p>SHOW ME THE CARFAX Get Your CARFAX Record Check</p> <p>Stock Number: 516073 VIN: 2HKYF18167H516073</p>						

UPDATE:
COUNCIL ON AGING/COMMUNITY CENTER
ADVISORY COMMITTEE
DRAFT 11-17-17

Mission: Commitment to provide improved-quality, functional, and dedicated space for our CoA programs, offices and activity rooms, and, through coordinated scheduling by the CoA, use this activity space to provide additional meeting/function space for Recreation Department programs and community events for the public in general. The CoA is the arm of our town government that assures that the Town complies with regulations relating to Elders, including; the Older Americans Act of 1965 and the Elder Justice Act of 2010, among others

The Council on Aging/Community Center (CoA/CC) Advisory Committee was formed to meet these goals.

Background: The Board of Selectmen (BoS) first established the CoA/CC in November 2014. The charge has been updated and revised following the completion of each stage of the project using feedback from Town Meeting.

The first Phase of the charge to the committee was to provide a recommendation to the BoS about acquiring the municipal parcel, the need for a CoA/CC and to bring/prepare the Articles for 2015 ATM. The second Phase, evaluation of the need for a second structure, was completed.

ATM 2015 Article 25 Acquire Municipal Parcel [required 2/3 quantum of vote to pass]	Failed; vote 148-80
ATM 2015 Article 26 Fund Due Diligence and Feasibility Design	Passed; vote 268-140

The second charge in May 2015 requested that the committee continue its work. The Committee's work included: conducting a review of site conditions including environmental site assessments, identifying permitting needs, confirming program requirements, and creating conceptual and schematic designs for a facility on the proposed municipal pad at Town Center.

Based on its work, the Committee recommended an Article to the BoS for STM November 2015 vote to acquire the municipal parcel.

STM Nov 2015 Article 3 Acquire Municipal Parcel	Passed; vote 395-163
---	----------------------

The Committee continued its work to complete the request of ATM 2015 Article 26 to continue program development and to prepare for an ATM 2016 funding request for design, construction and bidding documents.

ATM 2016 Article 21 Appropriate Funds Thru Bidding [required 2/3 quantum of vote to pass]	Failed; vote 165-115
--	----------------------

Upon completing the additional due diligence environmental work required by 2015 ATM, the Board of Selectmen shall complete its work to obtain control of the municipal parcel (1.72 acres).

The updated charge: As items remain to be completed from the May 2015 charge, the CoA/CC Committee should continue its advisory work to the Board of Selectmen including but not limited to the following:

- Project phasing: consider only the first phase of the project (approximately 10,250 SF), consisting of renovations and Code compliance upgrades to the existing building with only minor additions such as enclosed vestibules.
- Kang Associates to update the last report: compile updated program, outline specifications, engineering system narratives and identify approximate cost of construction.

- Conservation: continue to work with the Conservation Commission to understand the environmental requirements/limitations on the proposed 1.72 acre municipal parcel; initiating re-flagging the river and wetlands boundaries
- Website management: make the CoA/CC documents on the town web site more easily accessible through better organization and labeling
- Make recommendation to BoS on timing and content of 2018 Annual Town Meeting Article
- Prepare project for transition to PMBC; recommendation on hiring an OPM

Expenditure of Town Meeting approved funds to be approved by the Town Administrator prior to the expense being incurred.

All environmental contracts and work will be managed through the Public Buildings Director.

The Committee is to be comprised of seven (7) voting members appointed by and serving at the pleasure of the Board of Selectmen, one each from the Council on Aging and the Recreation Commission (member or designee), and five residents of the Town. Some of the appointments will be based on professional, volunteer or vocational expertise with preference given to citizens possessing experience in any one of the following areas: conservation requirements, environmental regulations, community centers, building/construction, project management, construction law, building design and construction. Appointments should reflect various town demographics from seniors to parents with young children. The Town Administrator, Council on Aging Director, Recreation Director, and Public Buildings Director will serve as ex-officio non-voting members of the Committee.

After fulfillment of this charge, the Committee will provide a final report to the BoS, which summarizes the Committee's work and outcomes, after which the Committee will be disbanded, or its charge will be revised.

To: The Board of Selectmen

From: The School Committee

Date: July 25, 2017

The School Committee is in the process of moving forward with the design and development of a High School Master Athletic Plan to address both the current condition of the high school athletic facilities and the Happy Hollow wells Zone 1 Aquifer Protection zone in which some of the athletic facilities are located. It seems prudent to the Committee to involve the Permanent Municipal Building Committee (PMBC) in this project.

While the High School Master Athletic Plan does not fall under the required projects for PMBC oversight, given the size and scope of the project we respectfully ask for their oversight of the project. Please feel free to contact the School Committee with any questions.

Balmer, Nan

From: Keefe, Ben
Sent: Friday, November 17, 2017 9:47 AM
To: Balmer, Nan
Subject: PMBC and Field Projects

NAN

At last night's PMBC meeting the High School Athletic Field Project and the Loker Recreation Field Project as possible assignments to the PMBC were mentioned. The PMBC indicated they had no objection to either as long as the assignment comes from the Board of Selectman. They also reiterated the section of the PMBC Policies and Procedures that says they will not advocate for or against any project. They specifically stated that they do not wish to make or become involved in the decision between natural grass and artificial turf. Whichever material is chosen they will ensure that the project is constructed following all codes and regulations as well as in the most economical method possible.

BEN

Kenneth "Ben" Keefe
Town of Wayland
Public Building Director
P: 508 358 3786
F: 508 358 3627 (Attn. Shirley Nazzaro)
C: 508 745 9775
bkeefe@wayland.ma.us

Town of Wayland

41 Cochituate Road, Wayland, MA 01778-2614
 ph: 508-358-7701
 fx: 508-358-3627

Permanent Municipal Building Committee

Address: Wayland Town Building, 41 Cochituate Road
 Wayland ,MA 01778

Phone: 508-358-7755

Fax: 508-358-3627

[Meeting Agendas](#)

[Meeting Minutes](#)

Additional Links:

Policies and Procedures

Name	Title	Term
Patrick Rowe	Member	6/30/2018
Brian J. Chase	Member	6/30/2018
James E. Riley	Chair	6/30/2020
Eric Sheffels	Member	6/30/2018
Michael Gitten	Member	6/30/2019
Elisa Scola	Member	Duration of the Stone's Bridge Project
Tonya Largy	Member	Duration of the Stone's Bridge Project
Michael J. Hoyle	Member	Duration of Loker School Project
Jeanne Downs	Member	Duration of Claypit Hill Project
Aida Gennis	Member	Duration of the Library Building Project
Thomas White	Member	Duration of the Library Building Project
William Sterling	Member	Duration of the Council on Aging/Community Center Project
Mark Foreman	Member	Duration of the Council on Aging/Community Center Project

On April 25, 2011, the Board of Selectmen voted to establish a standing committee to be known as the Permanent Municipal Building Committee (PMBC). The PMBC suggested revisions to the charge based on its experience over three years. The Board of Selectmen voted on April 21, 2015, to revise the charge with the accompanying [policies and procedures](#).

The Committee shall be comprised of five (5) members who shall be appointed by and serve at the pleasure of the Board of Selectmen for terms of two (2) years, said appointments to be based on professional or vocational expertise with preference given to citizens possessing experience in any one of the following areas: structural or civil engineering; project management; construction law; building design and construction; or design and installation of heating, ventilation and cooling systems.

The Public Buildings Director shall serve as an ex officio member of the PMBC without right of vote.

The role of the PMBC is to oversee and direct the design and construction of selected Town building projects by providing technical, project management and cost and schedule expertise. The PMBC may also provide advice on projects not under its direct oversight, if requested by

the Board of Selectmen, the School Committee, the Public Buildings Director or the project sponsor. The PMBC may provide technical advice on the feasibility, cost and schedule of projects under consideration by the Town, if requested.

In executing its responsibilities on municipal or school building projects assigned to it, the PMBC may be increased by two (2) members chosen based on interest and expertise related to the program and use of the public building project appointed by:

- the Board of Selectmen for a municipal building project related to a public service under the jurisdiction of the Board of Selectmen, provided that Selectmen may seek recommendations for appointments from an appointed committee of cognizance before making such appointments;
- jointly by the Board of Selectmen and an elected board of cognizance for municipal building projects; and,
- the School Committee, with approval of the Board of Selectmen, for school building projects.

The two additional appointments shall be made for a term ending with the completion of the project as determined by the Board of Selectmen for municipal building projects or the School Committee for school building projects.

The PMBC has developed policies and procedures to support its role. These can be found on the Committee's website and are important to clarify and support the Committee's role and responsibilities.

**TOWN OF WAYLAND
SPECIAL TOWN MEETING NOVEMBER 14, 2017
STATUS**

Article #	2017 SPECIAL TOWN MEETING ARTICLE NAME	
1	Pay Previous Fiscal Years Unpaid Bills	Passed
2	Current Year Transfers	Passed
3	Personnel Bylaws and Wage and Classification Plan	Passed
4	Compensation for Town Clerk	Passed
5	Initial Year Funding of Town Successor Collective Bargaining Agreements	Passed
6	Transfer of Funds for School Department Contracts.	Passed
7	Change Filing Deadline for Circuit Breaker Match Program	Passed
8	Accept Gifts of Land at Town Center	Passed Over
9	High School Stadium Complex Renovation Design Fees (Part 1 of the High School Preferred Improvement Plan)	Passed
10	High School Tennis Courts / Softball Field Reconstruction Design Fees (Part 2 of the High School Preferred Improvement Plan)	Passed
11	Synthetic Turf Field at Loker Conservation and Recreation Area Design Fees	Passed
12	Non-medical / Recreational Marijuana Moratorium – Six Month Moratorium Zoning Bylaw Amendment	Passed
13	Appropriate Funds to Restore / Preserve Stone Pillars at Castle Gate Road and West Plain Street	Passed
14	Appropriate Funds to Install Weston Aqueduct Pedestrian Crossings.....	Passed Over
15	107 Old Sudbury Road Demolition	Passed

**2018 ANNUAL TOWN MEETING
POTENTIAL ARTICLES AS OF NOVEMBER 20, 2017**

STANDARD ARTICLES

1. RECOGNIZE CITIZENS AND EMPLOYEES FOR PARTICULAR SERVICE TO THE TOWN
2. *PAY PREVIOUS FISCAL YEAR UNPAID BILLS
3. CURRENT YEAR TRANSFERS /PAYMENTS UNDER SEPTAGE AGREEMENT
4. *OPEB FUNDING
5. FY 2019 OMNIBUS BUDGET
6. *COMPENSATION FOR TOWN CLERK
7. PERSONNEL BYLAW AND WAGE & CLASSIFICATION PLAN; FUND INCREASES FOR NON-UNION EMPLOYEES
8. *CHOOSE TOWN OFFICERS
9. ACCEPT GIFTS OF LAND
10. *SELL OR TRADE VEHICLES AND EQUIPMENT
11. *RESCIND AUTHORIZED BUT UNISSUED DEBT
12. *HEAR REPORTS

POTENTIAL BOARD OF SELECTMEN ARTICLES

13. AMEND REVOLVING FUND BY-LAW
14. CLOSE RECREATION COMMISSION 53 d BEACH ACCOUNT
15. RE-NAME NON-INSURANCE STABILIZATION FUND
16. FUND POLICE AND FIRE COLLECTIVE BARGAINING AGREEMENTS
17. FUND COUNCIL ON AGING DESIGN
18. FUND TOWN BUILDING DESIGN AND IMPROVEMENTS
19. APPROVE FIVE YEAR LEASE FOR INFORMATION TECHNOLOGY NETWORK
20. RE-APPROPRIATE BORROWED FUNDS
21. AMEND TOWN BY-LAW CHAPTER 60: TOWN ADMINISTRATOR

POTENTIAL ARTICLES FROM OTHER PUBLIC BODIES

22. FUND LIBRARY CONSTRUCTION PROJECT
23. FUND SCHOOL STADIUM AND ATHLETIC FACILITIES IMPROVEMENTS
24. FUND LOKER FIELD CONSTRUCTION
25. CPA PROJECT: AQUEDUCT CROSSINGS
26. CPA PROJECT: LIBRARY WINDOWS

** Asterisk signifies abbreviated motions.*

TOWN OF WAYLAND ANNUAL TOWN MEETING - APRIL 2, 2017 - Status

Article	2017 Article Name	Status
1	Recognize Citizens and Employees for Particular Service to the Town-M1, M2	Passed
2	Pay Previous Fiscal Year Unpaid Bills	Passed
3	Current Year Transfers	Passed
4	OPEB Funding	Passed
5	Revolving Fund Bylaw	Passed
6	FY 2018 Omnibus Budget-Motion #1 as Amended, Motion #2 Motion #3	Passed
7	Personnel Bylaws and Wage Classification Plan	Passed
8	Compensation for Town Clerk	Passed
9	Non-Medical/Recreational Marijuana Moratorium-Zoning bylaw Amendment	Not Passed
10	Authorize Local Voting Rights for Permanent Resident Aliens	Passed
11	Library Construction Grant Application	Passed
12	Authorize Acquisition of an Access and Utility Easement at 89 Stonebridge Rd	Passed
13	Street Acceptance	Passed
14	Amend Town bylaw Limited Site Plan Review	Passed
15	Preservation of Historically Significant Buildings Bylaw Amendment	Not Passed
16	CPC Fund General Budget-Set Asides and Transfers	Passed
17	Appropriate Funds to Restore Mellen Law Office and Cochituate Town Clock	Passed
18	Appropriate Funds to Hire a Housing Consultant	Passed
19	Appropriate Funds to Construct Athletic Field at Oxbow Meadows	Passed
20	Appropriate Funds to Construct ADA Trails and Signs at Dudley Woods	Passed
21	Appropriate Funds to Restore/Replace Windows of First Wayland High School Now Known as Bradford Hall	Passed
22	Transfer Station Access Road Improvements	Passed
23	Plastic Bag Reduction Bylaw	Passed
24	Polystyrene Food Container Bylaw as Amended	Passed
25	Accept Gifts of Land	Passed Over
26	Hear Reports	Passed
27	Choose Town Officers	Passed
28	Sell or Trade Vehicles and Equipment	Passed



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TOWN OF WAYLAND

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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
October 30, 2017
6:40 p.m.**

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

Attendance: Lea T. Anderson, Mary M. Antes, Cherry C. Karlson, Douglas A. Levine (6:44pm), Louis M. Jurist

Also Present: Assistant Town Administrator Beth Doucette

A1. Open 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 pursuant to Massachusetts General Laws Chapter 30A, Section 21 (a)(2), a discussion of the Town Administrator's contract, because a public discussion of these matters may have a detrimental effect on the litigating, negotiating or bargaining position of the Town. At 6:40pm, L. Anderson convened the meeting and moved, seconded by M. Antes, that the Board of Selectmen enter into executive session pursuant to Massachusetts General Laws Chapter 30A, Section 21 (a)(3), to discuss 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 pursuant to Massachusetts General Laws Chapter 30A, Section 21 (a)(2), to discuss the Town Administrator's contract. The Chair declares that a public discussion of these matters may have a detrimental effect on the litigating, negotiating or bargaining position of the town. Roll call vote: YEA: L. Anderson, M. Antes, L. Jurist, C. Karlson. NAY: none. ABSENT: D. Levine. ABSTAIN: none. Adopted 4-0. The Chair invites attendance by: Assistant Town Administrator and HR Director, John Senchyshyn and Assistant to the Town Administrator David Porter. The Board will reconvene in open session in approximately twenty minutes.

A2. Call to Order by Chair Chair L. Anderson called the regular session meeting of the Board of Selectmen to order at 7:15 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.

L. Anderson reviewed the agenda and asked for Announcements from the Board. C. Karlson reminded residents that they should have received a post card giving the link to the Assessor's proposed assessment of their property. The Assessors have extended the time for comment to November 3 because the mailing delivery was delayed. M. Antes stated the Wayland Concert Series continues this Saturday night at the High School. L. Anderson reminded everyone that there will be an announcement at 2 p.m. tomorrow about a MassWorks grant for Wayland.

A3. Public Comment Sally Cartwright, member of the Library Board of Trustees, introduced Sandy Raymond to the Board of Selectmen as the new Director of the Library.

Tom Hoopes, 18 Williams Rd., spoke at length about the proposed field at Oxbow Meadows. He specifically noted that there is a land court action pending and requested that the Board not sign the contract until that is completed. He also suggested that a pedestrian study is required by bylaws and questioned why hurry the process.

Alexia Obar, 18 Dean Rd., stated that the residents of Wayland have voted twice to go forward with this project and discussed how the population is increasing which is increasing the need for more athletic fields. She encouraged the Board to proceed with the Oxbow field development.

Lena Russo, 89 Oxbow (Trout Brook), discussed her concerns with the field and a private residence sharing the same entrance. She raised concerns about the narrow road, who will have responsibility for storm drains and repairs to the entrance.

Celia Cannavino, 9 Dunster Ave., expressed her concerns that her road might not be plowed and discussed how the public and Middle School frequently use Dunster Ave. A handout of photographs was provided.

Tonya Cunningham, 9 Williams Road, discussed her concerns about the development of the Oxbow Meadow field. She questions the usage numbers from the revised Gale Report, is concerned about the actual number of trees that will be removed and who will monitor the work and stated the Planning Board did not have a quorum at its June meeting on the topic.

Reed Newton, 9 Haven Lane, representing Wayland Youth Soccer, discussed the town's need for recreation fields and encouraged the Board to move forward with the Oxbow field project.

A4. Appointments: Interview and vote to appoint candidate to the Wastewater Management District Commission

- **Uday Virkud**

Uday Virkud came before the Board and expressed his interest in serving on the Wastewater Management District Commission. He discussed his experience and skills and stated he has discussed the responsibilities with Chairman F. Knight. C. Karlson moved, seconded by M. Antes, to appoint Uday Virkud to the Wastewater Management District Commission for a term ending on June 30, 2020. YEA: L. Anderson, M. Antes, C. Karlson, D. Levine. L. Jurist. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

A5. Special Town Meeting: Vote to sign the Special Town Meeting Warrant The Board announced that the Special Town Meeting Warrants were mailed out last week. M. Antes moved, seconded by D. Levine, that the Board of Selectmen sign the Special Town Meeting Warrant. YEA: L. Anderson, M. Antes, C. Karlson, D. Levine. L. Jurist. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

A6. Oxbow Meadows: Discuss and vote to sign the contract to construct Oxbow Meadows Field

Katherine Brenna, Recreation Director, and Brud Wright, Recreation Commissioner, came before the Board and discussed the reasons why the Recreation Commission wants to move forward with the Oxbow Meadows project. B. Wright explained that they have addressed the environmental components and had two public meetings in which a lot of the issues were addressed through various boards. K. Brenna briefly summarized the overview report in the Board's packet. Then, K. Brenna distributed a report from TetraTech received today addressing the environmental concerns. The Board took a few minutes to look over the report and K. Brenna walked the Board through the key points.

D. Levine asked them to describe the construction process and stated that residents are concerned about the increased traffic. B. Wright stated they will schedule games so they don't overlap to give enough time for cars to leave before new ones arrive. He said he has reassured residents that they will be on top of any issues that arise. C. Karlson asked who was responsible for cleaning out the basins or swale. L. Anderson asked about how many trees would be removed. The Board discussed if there should be a vote tonight. D. Levine said he understands the concerns of the abutters but the role of the Board is to make a decision in the best interest of

the town, not a particular neighborhood. The Board stated its support of a vote in favor but with the contingency that a pedestrian study will be done at an appropriate time going forward and that no work will begin before November 20.

D. Levine moved, seconded by L. Jurist, to vote to authorize the Town Administrator or Chair of the Board of Selectmen to sign the contract with NETCO Construction Project Managers, Inc. for construction of an athletic field at Oxbow Meadows. YEA: L. Anderson, M. Antes, C. Karlson, D. Levine. L. Jurist. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

A7. FY19 Budget: Discuss FY19 Budget Guideline and Multi-year Financial Plan with Finance Director Brian Keveny, Finance Director, briefly discussed the 5-year model and FinCom's budget guidelines for FY19. He described the process, working closely with the Schools, and how they got to the current numbers for the operating budget. He reported that the guidelines came from the 5-year model and described the guideline. B. Keveny noted that debt has started to decrease as the High School and DPW Building are paid down. He stated the guideline is numeric this year and thanked FinCom for their great work. The Board asked B. Keveny questions about the guidelines and budget drivers. They also discussed OPEB and where the town is comparatively to other towns.

A8. FY19 Budget: Vote to approve and submit to the Finance Committee the FY19 Operating Budgets for Departments under the Board of Selectmen It was noted there was an updated budget priority memo from N. Balmer included in the packet. The Board reviewed the proposed operating budgets for FY19. C. Karlson noted she would like to understand the breakdown between personnel and non-personnel costs in the Board of Selectmen's budgets in order to review those against the FinCom guidelines. C. Karlson asked about the payroll outsourcing included in the budget and any related savings. She asked questions related to the Treasurer, IT, Conservation, Minuteman and Unclassified budgets. L. Anderson noted the savings in energy costs although delivery costs are increasing. C. Karlson also asked that the school bus parking costs be pulled out of the town meeting cost items. E. Doucette said more line items would be added to accomplish that.

L. Jurist moved, seconded by M. Antes, to vote to approve and submit to the Finance Committee the FY19 Operating Budgets for Departments under the Board of Selectmen. YEA: L. Anderson, M. Antes, C. Karlson, D. Levine. L. Jurist. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

A.9 Town Administrator Contract: Vote to approve Town Administrator Contract This agenda item was not addressed as N. Balmer could not attend tonight's meeting.

A11. Minutes: Vote to approve minutes of October 10, 2017 M. Antes moved, seconded by C. Karlson, to approve the minutes of October 10, 2017 as amended. YEA: L. Anderson, M. Antes, C. Karlson, D. Levine. L. Jurist. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

A12. Consent Calendar: Review and Vote to Approve (See Separate Sheet)

M. Antes moved, seconded by L. Jurist, to approve the Consent Calendar. YEA: L. Anderson, M. Antes, C. Karlson, D. Levine. L. Jurist. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

A13. Review Correspondence (See Separate Index Sheet) The Board reviewed the week's correspondence. Chair of the Public Ceremonies Committee R. Turner announced that Wayland's Veterans Day ceremony will be Saturday at 10am. L. Anderson said she will attend.

A14. Report of the Town Administrator There was no report this week.

A15. Selectmen's Reports and Concerns D. Levine reported that he met with Tom Holder, DPW Director, about completing the work at the intersection of Rts 30 and 27 and hopefully the Town will

see progress by Thanksgiving. C. Karlson said that due to the staff transition she wanted to make certain we are on schedule to publish the Annual Report in December. L. Anderson stated that anything Special Town Meeting related has to go on the agenda for next week. M. Antes discussed her attendance at the MAPC Fall Council Meeting.

A12. Enter into Executive Session pursuant to Massachusetts General Laws Chapter 30A, Section 21(a)(2), Section 21(a)(3), Section 21(a)(6), and Section 21(a)(7) to review and consider for approval the potential release of the following Executive Session minutes because a public discussion of these matters may have a detrimental effect on the litigating, negotiating or bargaining position of the Town

APPROVE AND HOLD: September 27, 2017 and October 10, 2017

APPROVE AND RELEASE WITH REDACTIONS: September 5, 2017; September 18, 2017; and October 2, 2017

At 9:40pm, L. Anderson moved, seconded by D. Levine that the Board of Selectmen enter into executive session pursuant to Massachusetts General Laws Chapter 30A, Section 21(a)(2), Section 21(a)(3), Section 21(a)(6), and Section 21(a)(7) to review and consider for approval and potential release of minutes of executive sessions held on the following dates: September 5, 2017; September 27, 2017; October 2, 2017; and October 10, 2017. The Chair declares that a public discussion of these matters may have a detrimental effect on the litigating, negotiating or bargaining position of the town. Roll call vote: YEA: L. Anderson, M. Antes, L. Jurist, C. Karlson, D. Levine. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0. The Board will reconvene in open session in approximately fifteen minutes solely to approve and release executive session minutes as appropriate. E. Doucette left the executive session at 9:44pm.

The Board returned to open session at 9:58pm.

A13. Executive Session Minutes: Vote to approve and hold the Executive Session minutes of September 27, 2017 and October 10, 2017; Vote to approve and release with redactions the Executive Session minutes of September 5, 2017; September 18, 2017; and October 2, 2017 C. Karlson moved, seconded by M. Antes to approve as amended and release with redactions the minutes of September 5, 2017, October 2, 2017 and September 27, 2017 and approve as amended and hold the minutes of October 10, 2017. YEA: L. Anderson, M. Antes, L. Jurist, C. Karlson, D. Levine. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

A16. Topics Not Reasonably Anticipated by the Chair 48 Hours in Advance of the Meeting, If Any
The Chair said, "I know of none."

A17. Adjourn There being no further business before the Board, L. Jurist moved, seconded by M. Antes, to adjourn the meeting of the Board of Selectmen at 10:02 p.m. YEA: L. Anderson, M. Antes, L. Jurist, C. Karlson, 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 October 30, 2017

1. Memorandum of October 30, 2017 from Tetra Tech to Wayland Recreation Commission, re: Athletic field at Oxbow Meadows (source: K. Brenna, Director of Recreation)
2. Letter of October 4, 2017 from Sara Clark of the MA Department of Telecommunications and Cable re: Comcast License Expiration Notice (enc. *Cable Television License Renewal Process: A Practical Guide*)
3. Email and letter of October 23, 2017 from Kara Harvey, Director of the Constance Rose House, to Board of Selectmen re: private road snow plowing policy (enc. site plan and photographs)
4. Letter of October 22, 2017 from Norman Abend to Board of Selectmen re: historical perspective on policy of plowing private roads

Items Included as Part of Agenda Packet for Discussion During the October 30, 2017 Board of Selectmen's Meeting

1. Memo from D. Porter to Board of Selectmen, re: Interview for the Wastewater Management District Commission
2. Memo from N. Balmer to Board of Selectmen, re: Oxbow Meadows: Construction Agreement
3. Draft Agreement with Netco Construction Project Managers for construction of the Oxbow Meadows Athletic Field
4. Memo from B. Keveny, Finance Director, to the Board of Selectmen, re: Fiscal 2019 Operating Budget
5. Draft Memo from N. Balmer, to Finance Committee, re: FY19 Operating Budgets for Departments under the jurisdiction of the Board of Selectmen
6. Memo from D. Porter to Board of Selectmen, re: Public availability of the Town Administrator Contract
7. Draft Meeting Minutes from Board of Selectmen Meeting of October 10, 2017

**TOWN ADMINISTRATOR'S REPORT
WEEK ENDING NOVEMBER 17, 2017**

1. CORRESPONDENCE

No comments

2. ELECTRIC CARS

PUBLIC BUILDINGS DIRECTOR: The installation and activation of two Electric Vehicle Charging Stations has recently been completed at Town Building. The 4 parking spaces adjacent to the recycling dumpster are now reserved for electric vehicle charging. The stations are part of the ChargePoint network, anyone with a ChargePoint Card or phone app will be able to use the stations when not occupied by Town vehicles. The Town of Wayland motor pool has been upgraded with the addition of two new all electric Nissan Leafs and the expected delivery early next year of a plug-in hybrid Ford Fusion. The vehicles and the charge stations were acquired using Green Communities Grant funding and State incentives. No municipal funding was required. The Green Communities Grant was applied for under the guidance of the Energy and Climate Committee. The grant included other energy efficiency improvements as well. The Public Buildings Director will provide a full report to the Board of Selectman when all of the grant items have been completed.

3. OXBOW MEADOWS UPDATE

Please see attached from Elizabeth Doucette.

4. RE-USE OF 5 CONCORD ROAD - NEXT STEPS

The direction from the Selectmen on November 14th was for Town Counsel to prepare, at an estimated cost of \$2,000, a petition to Probate Court to permit the use of the Roby portion of the current library for cultural, arts, historical displays/education and adult education and to seek the AG's consent to the petition as to those proposed uses which will occur before the petition is actually filed with the court. The Chair requested Town Counsel to provide the petition for the Board's review of the petition which should occur at the 12/4 or 12/11 meeting. I requested that the Chair of the Library Trustees provide additional documents to Town Counsel and include a link to the statement in the grant application about why 5 Concord Road is no longer an acceptable location for library purposes.

5. CAPITAL PROJECT PLANNING

The Board's vote on capital projects under its jurisdiction was delayed until December 4th in order to provide the Board with information from the Town's financial advisor on tax impact of capital projects. This information is needed by the Board to vote on January 29, 2018 on debt exclusions for major capital projects. The FY 19 budget timetable remains consistent with the Town Code which requires the Board to receive its departmental operating budgets and capital projects by November 15th (which the Board has) and act upon these operating and capital requests by December 15th. The Town Administrator makes comment to the Selectmen on the budgets of other departments not under the Selectmen by January 15th.

6. PRIVATE ROADS

The Chair of the Board of Selectmen and I will meet with the DPW Director and Chair of Public Works before Thanksgiving to discuss, before returning to the Board, the next steps regarding snow plowing of private roads. Tuesday 11/28 appears to be the best day for Selectmen for a private road tour. The DPW Director is also happy to take Selectmen on tours individually to accommodate work schedules.

DATE: NOVEMBER 20, 2017
TO: NAN BALMER
FROM: ELIZABETH DOUCETTE, FINANCIAL ADMINISTRATOR
RE: OXBOW MEADOWS PROJECT STATUS UPDATE

BACKGROUND

At a meeting held on October 30, 2017 the Board of Selectmen voted to authorize the Town Administrator to sign the contract with NETCO CONSTRUCTION PROJECT MANAGERS, INC. for construction of an athletic field at Oxbow Meadows. This vote was subject to receiving the outcome of a pending Land Court hearing scheduled on November 20.

PROJECT STATUS UPDATE

Land Court Hearing

The Land Court hearing originally scheduled for November 20 was postponed at the request of the abutters and rescheduled to January 11, 2018. Town Counsel let us know that no matter what took place, the hearing would have been postponed if requested by either party.

Conservation Commission Permit and Tree Removal

The Conservation Commission permit is based on removal and replacement of no more than 40 trees. In response to resident concern the Conservation Administrator and Town Engineer marked the field location and estimated that 110 trees would be removed to install the field as designed. For the removal of additional trees the permit requires review and approval by the Conservation Commission. The Recreation Commission plans to go before the Conservation Commission on December 7 to seek approval to remove additional trees.

Pedestrian Study

At the October 30th meeting the Board requested that a pedestrian study be conducted at the Oxbow Meadows location and the outcome incorporated into the project plan. The Recreation Commission reviewed the initial traffic study where TEC concluded,

“We do not anticipate that the proposed field will introduce a measurable amount of pedestrian traffic within the neighborhood. As for the existing walkers, we do not believe that a pedestrian study is warranted specifically as part of the proposed field project; the data normally collected for such a study is unlikely to provide any meaningful insights.”

I am not aware of any further plans to conduct a pedestrian study.

Contract Award

The Recreation Commission is requesting that the Board of Selectmen go forward with awarding the contract before November 30. This will enable site work to begin in December with anticipated field availability by spring 2019. If site work begins in spring 2018 the

anticipated field availability is fall 2020 since two growing seasons are required prior to using the field.

Alternatives include:

1. Award contract before November 30, prior to outcome of Conservation Commission permit and Land Court hearing;
2. Award contract after December 7 to consider Conservation Commission permit status, though prior to outcome of Land Court hearing;
3. Award contract after January 11 to consider outcome of both Conservation Commission permit and Land Court hearing.

The contractor has agreed to extend the bid price through November 30. A second request to extend the bid price will be required if the contract is awarded after November 30. It is possible that the contractor may not agree to extend for the same price as was bid in August.



TOWN OF WAYLAND

41 COCHITUATE ROAD
WAYLAND, MASSACHUSETTS 01778

BOARD OF SELECTMEN

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BOARD OF SELECTMEN

Monday, November 20, 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 for Deutsch Williams, dated November 8, 2017, Invoice No. 194, for legal services rendered through October 31, 2017: \$7,739.48
3. Vote to sign authorization for Town Clerk to place on the March 27, 2018 Annual Town Election ballot the position of Board of Assessors for a three (3) year term and the position of Housing Authority Member for a five (5) year term
4. Vote to authorize the Chair to sign the Local Initiative Program Application for Local Action Units, Covered Bridge Conservation Cluster Development, located at 229 Rice Road.
5. Vote the question of signing successor collective bargaining agreements with the AFSCME-1, AFSCME-2, Library and DPW Teamster unions for the period of July 1, 2017 through June 30, 2020.
6. Vote to authorize Town Administrator to apply for an Efficiency and Regionalization Grant through the Massachusetts Community Compact Program. The anticipated grant funding will be used to implement an interactive retrieval system of Town documents related to a specific geographic location that will result in operational efficiencies and improved responsiveness to the public.
7. Vote the question of approving the placement of four temporary sandwich board signs from November 27 through December 2, 2017, at Route 20 at the Weston Town Line, Route 20 at the Intersection of Route 27, the Intersection of Old Connecticut Path and Routes 126 and 27, and the Cochituate Fire Station at the Corner of East Plain Street, advertising a holiday party at the Sandy Burr Country Club on December 2, hosted by the Wayland Children and Parents Association
8. Vote the question of approving the placement of four temporary sandwich board signs from December 4 through December 11, 2017, at Route 20 at the Weston Town Line, Route 20 at the Intersection of Route 27, the Intersection of Old Connecticut Path and Routes 126 and 27, and the Cochituate Fire Station at the Corner of East Plain Street, advertising a Christmas tree sale run by Boy Scout Troop One Cochituate

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

 INVOICE FOR LEGAL SERVICES

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

Page 1
 11/08/2017
 Account No. 5673-01M
 Invoice No. 194

NOV 13 2017

Attn: Town Administrator

RECEIVED

Labor

NOV 13 2017

<u>Timekeeper</u>	<u>Recapitulation</u>		<u>Total</u>
	<u>Hours</u>	<u>Hourly Rate</u>	
J. Foskett (JF)	0.80	\$200.00	\$160.00
Elizabeth B. Valerio (EBV)	7.40	200.00	1,480.00
W. H. Chu (WHC)	29.90	200.00	5,980.00

Mileage expense	44.78
Photocopying	74.70
TOTAL EXPENSES THRU 10/31/2017	119.48
TOTAL CURRENT INVOICE	7,739.48
BALANCE DUE	<u>\$7,739.48</u>

DATE: November 20, 2017
TO: Board of Selectmen
FROM: David Porter, Executive Assistant to the Town Administrator and Board of Selectmen
RE: Authorization for the Town Clerk to place positions vacated through resignation on the March 2018 Annual Town Election ballot

Pursuant to Massachusetts General Laws, Chapter 41, Section 10, the Board of Selectmen is responsible for notifying the Town Clerk that a vacancy exists for an elected position and that the position should be placed on the ballot at the next election.

“No election shall be held for any office pursuant to this section unless the selectmen file with the town clerk notice of an election for such office not less than fifteen days before the last day to submit nomination papers to the registrars of voters for certification...”

In practice, the Town Clerk in Wayland has prepared a notice for the Board of Selectmen to sign in substantially the same format since at least 1995. This practice offers a helpful reminder and ensures that vacant offices are included on the next ballot.



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

www.wayland.ma.us

TO: Board of Selectmen
From: Beth R. Klein, Town Clerk
DATE: October 23, 2017
RE: RESIGNATION OF ELECTED OFFICIAL-Housing Authority

Per MGL c. 41 s. 10 – “No election shall be held for any office pursuant to this section unless the Selectmen file with the Town Clerk notice of an election for such office not less than fifteen days before the last day to submit nomination papers to the registrars of voters for certification.”

In order for the position of Housing Authority Member for a five (5) year term to be placed on the ballot for the March 27, 2018 Annual Town Election, the Selectmen must submit written notice to the Town Clerk by January 22, 2018. This is fifteen (15) days prior to February 6, 2018, the deadline for submission of nomination papers to the Board of Registers.

We, the Board of Selectmen for the Town of Wayland, hereby notify the Town Clerk this date to place on the ballot for the March 27, 2018 Annual Town Election the position of Housing Authority Member for a five (5) year term.

Lea T. Anderson, Chair Lea T. Anderson

Cherry C. Karlson _____

Mary M. Antes _____

Date: _____ Douglas A. Levine _____

Lewis M. Jurist _____



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

www.wayland.ma.us

TO: Board of Selectmen

From: Beth R. Klein, Town Clerk

DATE: October 23, 2017

RE: RESIGNATION OF ELECTED OFFICIAL-Board of Assessors

Per MGL c. 41 s. 10 – "No election shall be held for any office pursuant to this section unless the Selectmen file with the Town Clerk notice of an election for such office not less than fifteen days before the last day to submit nomination papers to the registrars of voters for certification."

In order for the position of Board of Assessors for a three (3) year term to be placed on the ballot for the March 27, 2018 Annual Town Election, the Selectmen must submit written notice to the Town Clerk by January 22, 2018. This is fifteen (15) days prior to February 6, 2018, the deadline for submission of nomination papers to the Board of Registers.

We, the Board of Selectmen for the Town of Wayland, hereby notify the Town Clerk this date to place on the ballot for the March 27, 2018 Annual Town Election the position of Board of Assessors for a three (3) year term.

Lea T. Anderson, Chair Lea T. Anderson

Cherry C. Karlson _____

Mary M. Antes _____

Douglas A. Levine _____

Lewis M. Jurist _____

Date: _____

LOCAL INITIATIVE PROGRAM APPLICATION FOR LOCAL ACTION UNITS

Introduction

The Local Initiative Program (LIP) is a state housing initiative administered by the Department of Housing and Community Development (DHCD) to encourage communities to produce affordable housing for low- and moderate-income households.

The program provides technical and other non-financial assistance to cities or towns seeking to increase the supply of housing for households at or below 80% of the area median income. LIP-approved units are entered into the subsidized housing inventory (SHI) pursuant to Chapter 40B.

Local Action Units (LAUs) are created through local municipal action *other than comprehensive permits*; for example, through special permits, inclusionary zoning, conveyance of public land, utilization of Community Preservation Act (CPA) funds, etc.

DHCD shall certify units submitted as LAUs if they met the requirements of 760 CMR 56.00 and the LIP Guidelines, which are part of the Comprehensive Permit Guidelines and can be found on the **DHCD website at www.mass.gov/dhcd**.

To apply, a community must submit a complete, signed copy of this application to:

**Department of Housing and Community Development
100 Cambridge Street, Suite 300
Boston, Massachusetts 02114
Attention: Rieko Hayashi, Program Coordinator**

**Telephone: 617-573-1426
Email: rieko.hayashi@state.ma.us**

Community Support Narrative, Project Description and Documentation

Please provide a description of the project, including a summary of the project's history and the ways in which the community fulfilled the local action requirement.

The Covered Bridge Conservation Cluster Development was approved by the Wayland Planning Board on December 22, 2006. Located at 229 Rice Road , the development includes a 14 lot Conservation Cluster Development consisting of 13 buildable lots where one lot would contain a duplex for the affordable units require by Article 22 of the Zoning Bylaw. A modification was approved July 12, 2012 for a 13 lot, 15-unit (w/ 10 buildable lots). A third modification was approved on March 9, 2015 which provides three affordable units/17 total units consisting of 12 lots, in 15 Buildings. One lot will include the three affordable units: one 2-bedroom unit and 2 one bedroom units. All units to be rentals. A final modification was submitted in 2016 to make the affordable rental units into affordable homeownership units.

Signatures of Support for the Local Action Units Application

Chief Executive Officer:
defined as the mayor in a city and the board of selectmen in a town, unless some other municipal officer is designated to be the chief executive officer under the provisions of a local charter

Signature: Lea T. Anderson
Print Name: Lea T. Anderson
Date: Nov. 15, 2017

Chair, Local Housing Partnership:
(as applicable)

Signature: Rachel G. Bratt
Print Name: Rachel G. Bratt
Date: Nov. 15, 2017

Municipal Contact Information

Chief Executive Officer

Name Lea Anderson, Chair
Address 41 Cochituate Road, Wayland, MA 01778
Phone 508-358-7755
Email landerson@wayland.ma.us

Town Administrator/Manager

Name Nan Balmer
Address 41 Cochituate Road, Wayland, MA 01778
Phone 508-358-7755
Email nbalmer@wayland.ma.us

City/Town Planner (if any)

Name Sarkis Sarkisian
Address 41 Cochituate Road, Wayland, MA 01778
Phone 508-358-3778
Email ssarkisian@wayland.ma.us

City/Town Counsel

Name Carolyn M. Murry, Esq., KP Law
Address 101 Arch Street, 12th Floor, Boston, MA 02110
Phone 617-654-1726
Email cmurray@k-plaw.com

Chairman, Local Housing Partnership (if any)

Name Rachel Bratt
Address 41 Cochituate Road, Wayland, MA 01778
Phone 508-358-7857
Email Rachel.bratt@tufts.edu

Community Contact Person for this project

Name Sarkis Sarkisian
Address 41 Cochituate Road, Wayland, MA 01778
Phone 508-358-3778
Email ssarkisian@wayland.ma.us

The Project

Developer

Name Covered Bridge Inc. – Dev Hamlen
 Address c/o Hamlen & Co., Inc. 54 Canal Street, Boston, MA 02114
 Phone 617-819-7285
 Email dev@hamlen.net

Is your municipality utilizing any HOME or CDBG funding for this project? Yes x No

Local tax rate per thousand \$18.14 _____ for Fiscal Year 2017

Site Characteristics

<u>Project Style</u>	<u>Total # of Units</u>	<u># of Units Proposed for LAU Certification</u>
Detached single-family house	<u>14</u>	_____
Rowhouse/townhouse	_____	_____
Duplex	_____	_____
Multifamily house (3+ family)	_____	<u>3</u>
Multifamily rental building	_____	_____
Other (specify)	_____	_____

Unit Composition

Type of Unit:	# of Units	# of BRs	# of Baths	Gross Square Feet	Livable Square Feet	Proposed Sales Prices/ Rents	Proposed Condo Fee
Condo Ownership							
Fee Simple Ownership							
Rental							
Affordable:							
	2	1	1		827 or 993	169,500	\$135
	1	2	1 1/2		1197	186,100	\$185
Market:	14	4or5	3or4		+/-4000	Avg. 1.5 million	

Note: The three affordable units have no relationship to the market units.

Please attach the following documents to your application:

1. Documentation of municipal action (e.g., copy of special permit, CPA funds, land donation, etc.)
2. Long-Term Use Restrictions (request documents before submission):
 - For ownership projects**, this is the Regulatory Agreement for Ownership Developments, redlined to reflect any proposed changes and/or the model deed rider.
 - For rental projects**, this is the Regulatory Agreement for Rental Developments, redlined to reflect any proposed changes.
 - For HOME-funded projects**, this is the HOME covenant/deed restriction. When attaching a HOME deed restriction to a unit, the universal deed rider cannot be used.
3. Documents of Project Sponsor's (developer's) legal existence and authority to sign the Regulatory Agreement:
 - appropriate certificates of Organization/Registration and Good Standing from the Secretary of State's Office
 - mortgagee consents to the Regulatory Agreement
 - trustee certificates or authorization for signer(s) to execute all documents
4. For Condominium Projects Only: The Condominium master deed with schedule of undivided interest in the common areas in percentages set forth in the condominium master deed
5. For Rental Projects Only: A copy of the Local Housing Authority's current Utility Allowances
6. Massachusetts Environmental Policy Act (MEPA) environmental notification form (ENF) – for new construction only (request form before submission)
7. Affirmative Fair Marketing and Lottery Plan, including:
 - ads and flyers with HUD Equal Housing Opportunity logo
 - informational materials for lottery applicants
 - eligibility requirements
 - lottery application and financial forms
 - lottery and resident selection procedures
 - request for local preference and demonstration of need for the preference

- measures to ensure affirmative fair marketing, including outreach methods and venue list
- name of Lottery Agent with contact information

See Section III of the Comprehensive Permit Guidelines at www.mass.gov/dhcd and search for **LIP 40B Guidelines** for more information.

PLEASE CONTACT RIEKO HAYASHI OF OUR OFFICE AT 617-573-1426 IF YOU HAVE ANY QUESTIONS.

DATE: November 20, 2017

TO: Board of Selectmen

FROM: John Senchyshyn, Asst. Town Administrator/HR Director

RE: SIGNING COLLECTIVE BARGAINING AGREEMENTS – CONSENT CALENDAR

REQUESTED MOTION:

CONSENT CALENDAR

BACKGROUND:

At STM this past Tuesday night, the article authorizing the payment of FY 18 incremental costs for the AFSCME-1, AFSCME-2, Library and DPW Teamster unions was approved. I have asked each union to sign their collective bargaining agreement, and I plan to present them to the Board for signature on Monday night.

The new wage rates are scheduled to be paid to employees in the 12/7/17 payroll.

DATE: NOVEMBER 20, 2017
TO: BOARD OF SELECTMEN
FROM: ELIZABETH DOUCETTE, FINANCIAL ADMINISTRATOR
RE: EFFICIENCY AND REGIONALIZATION FY18 GRANT APPLICATION

BOARD ACTION REQUESTED:

VOTE TO AUTHORIZE TOWN ADMINISTRATOR TO APPLY FOR EFFICIENCY AND REGIONALIZATION FY18 GRANT THROUGH THE MASSACHUSETTS COMMUNITY COMPACT PROGRAM, IN THE AMOUNT OF \$60,000

BACKGROUND:

The State of Massachusetts, through its Community Compact program, offers the opportunity to local governments to submit applications for the Efficiency and Regionalization grant. This competitive grant program provides financial support for governmental entities interested in implementing efficiency initiatives that allow for long-term local government sustainability.

The Department of Public Works is interested in implementing an interactive interface for retrieval of electronic documents and records related to a given geographic location. Today, the retrieval and disbursement of records, both for town departments and the public, requires a manual time-intensive process. The implementation of this project will provide a solution to digitize paper records that results in operational efficiencies and improved responsiveness to the public, and an electronic repository of archived records to preserve the Town's records.



November 13, 2017

Via Email (dporter@wayland.ma.us)

Mr. David Porter
Town of Wayland
41 Cochituate Road
Wayland, MA 01778

Re: Signboard Request

Dear Mr David Porter:

The Wayland Children and Parents Association is hosting a Holiday Party at the Sandy Burr Country Club on Saturday, December 2nd.

We are requesting permission to post our sandwich boards to promote this event starting November 26th, 2017 at the following locations:

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

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

Sincerely,
Tiffany Barchard
WCPA Community Marketing

Porter, David

From: Michael Sakowich <msakowich4@verizon.net>
Sent: Thursday, November 16, 2017 1:09 PM
To: Porter, David
Subject: Boy Scout sandwich boards

Hi, we would like Dec. 4 through Dec. 11

Thank you,
Michael Sakowich

Sent from my iPhone



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

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

PUBLIC DOCUMENTS PROVIDED TO THE BOARD OF SELECTMEN FROM NOVEMBER 4, 2017, THROUGH AND INCLUDING NOVEMBER 17, 2017, OTHERWISE NOT LISTED AND INCLUDED IN THE CORRESPONDENCE PACKET FOR NOVEMBER 20, 2017

Items distributed to the Board of Selectmen – November 4-November 17, 2017

1. None

Items distributed for information and use by the Board of Selectmen at the Meeting of November 6, 2017

1. Letter of November 6, 2017 from Mike Lowery, Public Comment re: 10/19/2017 Forum on Reuse of 5 Concord Road
2. Special Town Meeting Revised Motions, dated 11/6/2017
3. L. Segal's suggested edits to Special Town Meeting article 11 Finance Committee comments, received 11/6/2017
4. Map showing the Rice Road Conservation Cluster, received 11/6/2017
5. Memorandum of 11/6/2017 from Elizabeth Doucette, Financial Administrator, re: Town Counsel services for September 2017

Items included as part of Agenda Packet for discussion during the November 14, 2017 Board of Selectmen's Meeting

1. Memorandum of November 2, 2017 from the Working Group of the Library Planning Committee, re: Reuse of current library building at 5 Concord Road

Items included as part of Agenda Packet for discussion during the November 20, 2017 Board of Selectmen's Meeting

1. Memorandum of November 6, 2017 from Ellen Brideau, Director of Assessing, re FY18 Classification Hearing: Motions and Votes
2. PowerPoint Presentation on Tax Classification
3. Memorandum from David Porter, Executive Assistant to the Town Administrator, re Class II Used Car Dealer License for Wayland Automotive, 322 Commonwealth Avenue
4. Wayland Automotive online inventory, retrieved 11/15/2017, first page only
5. Update: Council on Aging/Community Center Advisory Committee, Draft dated 11/17/2017
6. Memorandum of July 25, 2017 from the School Committee, re request for PMBC oversight of High School Master Athletic Plan
7. Email of 11/17/2017 from Ben Keefe, Public Building Director, re PMBC and Field Projects
8. Permanent Municipal Building Committee web page, retrieved 11/16/2017
9. Table showing the status of the articles presented at Special Town Meeting on 11/14/2017
10. 2018 Annual Town Meeting, Potential Articles as of 11/20/2017
11. Town of Wayland Annual Town Meeting – April 2, 2017 – Status
12. Draft Board of Selectmen meeting minutes of October 30, 2017
13. Report of the Town Administrator for Week Ending November 17, 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, November 6, 2017
Wayland Town Building
Selectmen's Meeting Room

CORRESPONDENCE

Selectmen

1. Houghty's Heroes, Volume Nine, November 2017
2. Memorandum of 11/8/2017 from Board of Assessors, re FY18 Final Overlay and FY19 Overlay Forecast for Budgeting Purposes
3. Conservation Commission Newsletter, November 13, 2017
4. Hub Happenings, Newsletter of the MetroWest Regional Transit Authority, November 2017
5. Memorandum of 11/8/2017 from Brian Keveny, Finance Director, re Budget Status Report FY2018, 1st Quarter
6. Email dated 11/10/2017 from Gary Slep, re Thank you for Pelham Island Road project
7. Email dated 11/10/2017 from Mark Hays of Protect Wayland, re Tree cutting started at Cascade / Monster development site
8. Email dated 11/09/2017 from Mark Hays of Protect Wayland, re Major errors and omissions in the Cascade / Monster traffic study and peer review (with attachment)
9. Letter dated 10/30/2017 from Marana Kim, re Oxbow Meadows (with attachments)
10. Letter dated 11/13/2017 from Katharine Lord Klein of KP Law, to Daniel J. Bailey, counsel for Washington Street Business Center LLC, re 11 Hammond Road

Minutes

11. Historical Commission, October 10, 2017

State and Regional

12. None



HOUGHTY'S HEROES



Bi-Monthly News from the Wayland Fire Department

Volume Nine

November 2017

We Opened the Doors: Every year during the opening weekend of Fire Prevention Week, the department takes pride in opening its doors to invite the public to visit the fire station. This year the weather was great, and we had the LARGEST crowd of visitors we have ever had. People of all ages came to see and touch the fire equipment and visit with the staff. Many of the firefighters volunteered their time to set up, clean up and spend time with the community answering questions and posing for photos with the children. As in past years, many thanks to Papa Gino's for their donation of 40 pizzas for the event.



SAFE Conference: Each year the Department of Fire Services hosts a conference for public educators. This year Firefighter Todd Winner was one of the guest lecturers at the event. Todd was asked to give a presentation on the programs that Wayland provides to residents of all ages from pre-school to the WAYSECURE program for our older residents. Since his presentation, we have received many inquires looking for additional information on what Wayland provides as we are one of a few communities that provides this wide range of programs. We see this as a true testament to our SAFE team and the programs they created.



Pictured are Firefighter/Paramedic Pat Walkinshaw and Firefighter/SAFE Coordinator Todd Winner.

Helping the Commonwealth's Human Resources: In October several members of the department volunteered to assist the Commonwealth's Human Resource Division by taking a lengthy (many hours to complete) survey to assist them with developing more relevant assessment centers and testing for entry level and promotional firefighter positions in the Commonwealth. Although Wayland does not use the Commonwealth for any entry level or promotional process, we were glad to be selected to give input to the future of firefighting.

Nice Job: On a regular basis we receive letters from community members about the services we have been able to provide. Every now and then an unusual one comes across my desk that acknowledges people for going above and beyond the call of duty. As a Chief I usually never find out about the things like this that staff members do until these letters come in. These letters go to show the pride that we all have in our firefighters for the things that they do. To give you an idea, below are two of the letters I received recently.

<p><i>Chief Houghton,</i></p> <p><i>I wish to express my appreciation to the Department for Inspector Dan Spurling's prompt and cheerful consultation regarding placement of new smoke/CO detectors and his clarification of the underground storage removal permit certificate I have on file. It's such a pleasure to work with skilled and dedicated professionals.</i></p> <p><i>Don Davis</i></p>	<p><i>Dear Sir:</i></p> <p><i>At approximately 5:30 PM this evening, while enroute to a local restaurant for supper with my brother, we noticed Assistant Fire Chief Neil McPherson's vehicle parked at the corner of Millbrook Road and Route 27.</i></p> <p><i>My brother pulled his vehicle behind Assistant Chief McPherson's unit and activated his emergency flashers in order to provide further protection for his unit as traffic on Millbrook Road was coming to a stop behind it and backing up.</i></p> <p><i>We both walked to the corner and found the Assistant Chief assisting a female party by changing the tire on her vehicle which had gone flat due to a hole in its sidewall.</i></p> <p><i>It is safe to say that the young lady was most grateful for Chief McPherson's help, and thanked him for his assistance prior to continuing on her way.</i></p> <p><i>In an era when Firefighters, Police Officers, and other Public Safety personnel are not always recognized for their efforts, I felt that this incident was worth mentioning to you.</i></p> <p><i>Thomas Turner</i></p>
--	---

A Fire in the Fire Station! This is not what you want to hear while on vacation, but that is exactly what happened on October 16th. On that day the Public Safety Building received a "power surge" into the electrical system powerful enough to melt power strips at some work stations, blow out battery backup units at others, and create a fire in the electrical room. The fire was found due to the internal fire alarm system sounding and indicating smoke detector activation in that room. Crews quickly found the room filled with smoke and heat, and extinguished the fire, preventing catastrophic damage to the system. This once again proves the value of working smoke detectors! The damage was confined to local

devices and the backup generator. Arrangements were made for a trailer mounted unit to be brought in and wired to the building before any future storm could knock out power allowing the public safety building to remain fully functional 24/7. Although the damage is still being addressed, we are working with the Town's insurance company on filing a claim.



Assistant Chief Gets Credentials: On October 17th, the Massachusetts Fire Service Commission granted accreditation to the level of fire chief in the Commonwealth of Massachusetts to Assistant Chief Neil McPherson for demonstrating the required fire service experience, education, and certification. This accreditation shows Neil's dedication to providing the highest level of professionalism and service to this community. Congratulations!

What's New and Upcoming: At the end of October, Lt. Halfpenny and I went to Walpole to meet the sales representative of our new ladder truck. We inspected the truck for compliance to our specifications, and I'm happy to report that the truck only had minor items that needed correction. The truck is being sent to the lettering shop before being delivered to Station 1. Training has been scheduled for the last week of November, and we hope to have the truck in service shortly after that.



Breast Cancer Awareness: October was Breast Cancer Awareness month, and for the past few years the fire department has been wearing pink shirts during the month to acknowledge and participate with this awareness program. Along with the pink shirts, firefighters have, for many years, participated in “Red Shirt Fridays” – a day when red golf shirts or sweatshirts are worn by firefighters on Fridays in honor of our Troops. This is something that we are proud to be a part of and will continue to be a tradition in our department.



A Windy Day: New England Weather has certainly brought more issues for the town to collectively battle. The wind storm on October 30th proved how well the inter-department relationships are with the Police, Fire and DPW. All of the resources mitigated the problems posed by trees, wires, and road closures quickly and smoothly. We know the traveling public was not happy with the needed road closures, but our ultimate goal of keeping everyone safe was achieved.



We Do It All: Sunrise of Wayland, the assisted living community, had a pumpkin carving contest and invited public safety to participate. As the picture shows, Assistant Chief Neil McPherson, who wanted to show off his master carving abilities, volunteered to take this on. After making the initial cuts and cleaning out the pumpkin, Firefighter Walkinshaw took over and showed off his talents. While a good effort was put forth, the Fire Department received an honorable mention. The Grand Prize was won by the Police Department. Congratulations WPD!



Firefighter Burgett to Retire: After more than 34 years of service consisting of four as a call firefighter and 30 as a permanent firefighter, Brian Burgett is retiring. Growing up in Wayland as a “Cochituate boy,” Brian lived in the community for more than 20 years before moving out of the Wayland and eventually ending up in Medway. We want to thank Brian for his dedication and commitment to our community, and wish him a relaxing retirement knowing his life’s work has made a difference.

The New Guys: Just as we say good-bye to a retiring firefighter, we welcome a new recruit. Nate Bachman, who filled a spot left vacant when a firefighter resigned in August, was sworn in as a Firefighter/Paramedic on October 2nd. Nate lives in Holliston and graduated from Holliston High School. He attended Anna Maria College earning his Bachelor of Science in Fire Science, and became a certified paramedic through Quinsigamond Community College. He will be attending the Massachusetts Firefighting Academy in the spring. We welcome Nate to the Department and wish him a safe and prosperous career. Our next new hire to replace FF Burgett is scheduled to start his orientation with the department in December.

The Last Word: With Thanksgiving upon us, it is a good time to remind everyone that home cooking fires peak on the Thanksgiving holiday. Please be careful. As much as we would enjoy spending the holiday with you, we would rather it be as a planned invitation and not as a result of an emergency call on Thanksgiving Day. We have a lot for which to be thankful, and not needing to call upon us is one of those things. Be safe!

The statistics below are provided by the National Fire Protection Association's Fire Analysis and Research Division:

- Thanksgiving is the peak day for home cooking fires, followed by Christmas Day and Christmas Eve.
- In 2015, U.S. fire departments responded to an estimated 1,760 home cooking fires on Thanksgiving, the peak day for such fires.
- Unattended cooking was by far the leading contributing factor in cooking fires and fire deaths.
- Cooking equipment was involved in almost half (48%) of all reported home fires and tied with heating equipment for the second leading cause of home fire deaths.





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

correspondence

OFFICE STAFF

Ellen M. Brideau, MAA Director of Assessing
Donald Clarke, MAA Assistant Assessor
Jessica Marchant, MAA Administrative Assessor
Savitri Ramgoolam, Department Assistant

BOARD OF ASSESSORS

Susan M. Rufo, Chair
Jayson Brodie, Vice Chair
Zachariah L. Ventress
Steven M. Givsky

MEMO

TO: NAN BALMER, TOWN ADMINISTRATOR
BRIAN KEVENY, FINANCE DIRECTOR
BOARD OF SELECTMEN
FINANCE COMMITTEE

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

SUBJECT: FY18 FINAL OVERLAY
FY19 OVERLAY FORECAST FOR BUDGETING PURPOSES

DATE: 11/8/2017

On November 6th, the Board of Assessors unanimously voted the following:

FY18 Final Overlay: \$350,000 + additional amount required for tax rate rounding
FY19 Overlay for budgeting purposes: \$500,000

It is important to note that FY19 is a Certification Year for Wayland.



CONSERVATION COMMISSION NEWSLETTER

Term: Fall | Issue 2 | Date: November 13, 2017 | Tel: 508-358-3669 | conservation@wayland.ma.us

HEARD FARM SCULPTURE

John Carpenito, an artist who creates sculptures from found objects, recently approached the Commission with an idea for Heard Farm. His sculpture now stands about 20 feet from the hedge line near the entrance to the woodland path in the southeast field of the property. Many thanks to John for his creative and thought-provoking addition to the area!



FALL CLEANUP

This time of year during fall cleanup, piles of leaves, grass clippings and other yard debris should not be dumped into the wetlands, resource areas, or conservation properties. This is a violation of state and local wetlands protection laws .

Dumping yard waste into the wetlands can alter the water chemistry, increase downstream flooding, and destroy delicate wetland habitats.

As an alternative, please compost your yard waste on your own property. If you don't have space to do so, you can bring your yard waste to the Town's Transfer Station.

LAND STEWARDSHIP

With over 20 percent of the town's area secured as open space, the Commission is seeking Land Stewards for its Land Stewardship program. A land Steward's primary responsibilities are to help the Land Manager monitor and maintain the Town Conservation land. If you think you would like to be a Land Steward for a particular area or want more information about the program, please contact Brian Harris, Land Manager.



EVENTS

2017 Thanksgiving Turkey Hill Walk

Join Betty Salzberg on the Annual Thanksgiving Day hike to the top of Turkey Hill at 10:00am, November 23. Come experience the fresh smells of newly fallen leaves and the climb to one of Wayland's highest points. Bring the whole family for this one-hour (or less) hike. Meet in the parking lot of the St Philopater Mercurius & St Mina Coptic Church(former Church of the Holy Spirit) on Rice Road.

A CLOSER LOOK AT THE PINE BROOK CONSERVATION AREA

Pine Brook is a 38.1 acre conservation property primarily comprised of fairly easy walking trails with a red maple swamp and mixed old growth forest.

Accessing the trail from Forty Acres Drive it traverses (.18 miles) through mixed old growth forest; heading North the trail climbs up an esker that runs .2 miles through mostly coniferous forest; going east a large red maple swamp is to the west. From this point a footbridge trail brings you across Pine Brook and then to Bennett Rd. The trail will run .6 miles from start to finish in one direction.

Parking is located at the end of Forty Acres Drive (50 and 54 Forty Acres Drive). A small set of stairs begin at the trail head with blaze orange Wayland Conservation trail markers. A second access point is on the northern end of property off Bennett Road. From the entrance off Bennett Road, .13 miles down, on the south side is a blaze orange Wayland Conservation trail marker denoting the entrance.

Rusty Blackbirds can be observed at Pine Brook during the winter months. Late February through early April, then Late September through our first freeze allows for great diversity of waterfowl in the marsh. There is one active Great Blue Heron nest easily seen from the footbridge looking East. Great Horned and Barred Owl are often seen on the property.



CONTACT INFORMATION

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Brian Harris
Land Manager
bharris@wayland.ma.us

41 Cochituate Road
Wayland, Ma 01778
508-358-3669

Hub Happenings

MetroWest Regional Transit Authority & Kiessling Transit

A Note from the Administrator

By: Ed Carr

As I mentioned last month, we live in the greatest country on Earth because some of "we the people" who know the difference, and act on, rights and responsibilities actually do it. Most of "we the people" **do not do it**, and the majority of that group will bitch and moan about the quality of our country, state, and municipality (city and town). I'm talking about **VOTING**.

Among those who actually do vote and uphold rights that were paid for with the blood, sweat, and tears of the patriots of yesteryear, there are folks who are willing to give of themselves, for a myriad of reasons, from selfish to altruistic, and run for office by the election process. As I see it, there are two major elements to being an elected official. First, is to do the job required of the office. Second, is to get elected. They are mutually exclusive. Because one may be the best suited for the job, does not mean they are going to get elected. And because one gets elected, does not mean they are suited for the job.

That being said, beyond the rights and responsibilities of voting, those who run for office, as well as those who work on their campaigns, are also patriots. Whether or not we like and admire them or their supporters (i.e. campaign workers), we must give them credit for putting themselves out there, whatever their reason is for doing it. They are subsidizing the future rights and responsibilities of posterity. POLITICS IS A MARKETPLACE. The marketplace is controlled by "we the people".

One young man, who has worked here at the MWRTA for many years, and several of our contractors, is now running a sticker campaign for a city office. It doesn't get more exciting than a sticker campaign!!! Find out who he is and ask yourself... do I want to help? Do I want to be a person who takes responsibility for the government we have? Or do I just want to let things happen to me and my family. You do not have to be able to vote to help someone get elected. **GET INVOLVED**. Really be a patriot.

NOVEMBER BIRTHDAYS

Kevin Cotter, MWRTA

Ted Mavrelion, MWRTA

Simone Battle, MWRTA

Peter Werner, MWRTA

Anel Badeau, KTI

John Colantoni, KTI

David Henderson, KTI

Richard Letson, KTI

Richard Narcisse, KTI

Nixon Noel, KTI

Dieuseul Pierre, KTI

Edward Royce-Tolland, KTI

HOLIDAYS & EVENTS

November 11th Veterans
Day

November 23rd
Thanksgiving

November 24th Black Friday





Pictured above is some of the attendees, including a few MWRTA employees, at the first annual Lancer Trot!

Blandin Updates

By: Joy Glynn, Ieshia Price & Eva Willens, MWRTA

Vendors are installing a new divider in the 2nd floor conference room. Room dividers give you the flexibility and convenience of creating private rooms without unnecessary modification of an existing room.

There are many uses of room dividers, in addition to its room separating role. They have an attractive appeal, add character to rooms, they serve as objects which hide unattractive areas and so on.



Pictured above is Eva Willens in the conference room showing where the room divider will go.

Framingham Intermodal

By: Tom Kalinowski, MWRTA

Friday, October 13th was a lucky day at Framingham Intermodal. It marked the end of the stairway repair project after some 800 hours of demolition and construction over a 15 week period.

Feedback has been very positive with the new stair treads receiving high marks from riders for design and improvement over the old stairways! As the morning temperatures have cooled and the sunrise comes later moving through October, we are happy to report that the Coffee Cabin joined the morning commute Monday through Thursday between 5 - 9AM offering hot coffee at the Waverly Street platform. As the temperatures have become more brisk, business has become more brisk as well!

In keeping with the coming months harvest thanksgiving traditions, the Intermodal team gives thanks for all the support we've received over the past year both from within the MWRTA/KTI organizations, as well as from the many leaders, organizations, and constituencies that have made the new and improved Framingham Intermodal possible. Our harvest, realized only from that support, is a fully utilized, clean, safe, and convenient transportation hub serving Framingham and the surrounding communities with improved mobility options. Thank you!

If you have any questions, comments, or suggestions about Framingham Intermodal, please email parking@mwrt.com or call us at (508) 283-5080.



Pictured above is the new & improved Coffee Cabin! Stop by the commuter rail station in the morning for some delicious coffee!

Out & About with Outreach

By: Carl Damigella & Simone Battle, MWRTA

Can you believe it, October has passed and there are only two months left in 2017. We continue to work with the communities of the RTA to bring more awareness to our ridership. We started out at the beginning of October working with Hopedale COA, in hopes the town will come on as our 16th member community, after favorable voting of the Advisory Board in November. We had a good time in Milford at Family Fun Day with a great turnout, where we answered questions about the Route 14 and how people could connect into other routes throughout the system. I also took time to meet with Calene Rhames, Property Manager at the Groves in Milford, explaining our deviation at the Groves, going into their facility to pick up residents to Capital Rd.

I will continue working with Debra Galloway in Sudbury to fine tune our efforts of developing a Sudbury Shuttle and possible connection in Wayland to go as far as Bent Park and the Cochituate Village on Shawmut Ave. Their plan is to start by running it two days a week, for five to six hours a day. Debra is also planning on using the Shuttle bus on the off days to run trips to Emerson Hospital, working with Cross Town Connect.

As we moved through the month we had outreach at The Learning Center for the Deaf and set up a stop for the students right on site at their facility on Central Street. We were also busy doing Travel Training throughout the month, helping to increase our ridership by getting people off of the paratransit buses and putting them on the fixed routes. We are still holding to our mantra of;

"Keeping People Moving through Public Transportation"



Having fun in Milford!

Pictured is a drawing of Carl & a Milford resident attending the Family Fun Day event in Milford.

Kiessling Transit

By: Chuck Curran, KTI

The holidays are close at hand. The season can be uplifting if you plan ahead and not get stressed out. Instead of trying to hit 3 or 4 different houses for Thanksgiving dinner or dessert, try only going to 2 this holiday, and the other 2 the next holiday. Plan a family holiday dinner a week after the holiday. This works great for Christmas, giving a few extra days for last minute gifts. Decide to make gift giving simpler. Let family know you plan to enjoy the holiday for what it's about and

won't be buying presents for adults, only children. Spread the word that you plan on actually giving thanks on Thanksgiving, which will not include watching football, but instead playing a game around the table. You may be surprised by how many people will embrace the idea. Remember when holidays used to be enjoyable? Try bringing that back by spending less money on people, and spending more time with people.

Have a happy **Thanks Giving!**

Safety First

By: Bob Tobin, KTI

My smoke alarm is chirping or beeping!!!

As we are all aware it will be time to move our clocks back. Remember, Fall back, Spring ahead.

One other thing to check in your home are your smoke alarms. It is recommended when you change your clocks, you should check your smoke alarms for battery operation. How many times have you heard your alarm chirp or beep? The smoke alarm battery may need to be replaced; an alarm will chirp every 30 to 60 seconds for a minimum of 7 days- replace the battery. A constant chirping also indicates the battery needs to be replaced. If you have a sealed battery model, the alarm will chirp every 30 seconds that means the alarm needs to be replaced.

An intermittent alarm may indicate the battery may be loose, the smoke alarm may be dirty or a cause of humidity, steam, or other environmental issues. A common problem the alarm has reached the end of its life.

Please remember to check those alarms! If they are beeping or chirping that is telling you something is wrong. A good rule of thumb is to change your batteries every 6 months. October is Fire Prevention Month, and a good time to check all your detectors. If it is more than 10 years old, replace it.

Maintenance

By: Bruce Willens, MWRTA

Hi All!

As maintenance readies the fleet for the winter season, we have all the snow equipment ready to go! Facilities and maintenance have built a larger salt shed located in our East St. lot, and are awaiting its new roof! All the heat valves have been turned on the rear heaters and we have been approved by the GSA as a Fleet vendor! I am also working on getting the MWRTA a Mass State Inspection license in order to inspect our own vehicles. Congratulations to PJ Ayotte, our 2nd shift maintenance tech! First person to pass the new CDL course and he aced it! Great job by the trainers, Kevin Cotter, Ron Whitaker, and Bill Cote!

Be safe,

Bruce.

Demand Response Vehicle Update

From Eva Willens:

Last month, the Administrator came to me and asked me to research the cost of having umbrellas available on our demand response vehicles. That day happened to be raining and he witnessed one of our drivers assisting a limited mobility customer from the vehicle to the door of her destination. Both were getting soaked from the rain, and his immediate thought was "if only they had an umbrella to minimize the effects of the weather".

Blue and white umbrellas are being placed in the demand response vehicles to add to the door to door customer service experience of both our passengers and drivers. All demand response vehicles should be outfitted with the umbrellas within a few weeks.

It's the small things that sometimes bring a smile or good feeling to someone's day, in this case, a rainy day.



Pictured is our CDL Instructor Kevin Cotter taking a much needed rainy day break!

All articles must be submitted by the last full week of every month. A new issue of the Newsletter will be printed on the first Monday of each month. Anyone interested in submitting something, please contact Emily Van Dewoestine at:

emily.vandewoestine@mwrta.com Tel: 508-935-2222 Address: 15 Blandin Ave.
Framingham, MA 01702



TOWN OF WAYLAND

41 COCHITUATE ROAD
WAYLAND, MASSACHUSETTS 01778

BRIAN KEVENY
FINANCE DIRECTOR
TEL. (508) 358-3610
www.wayland.ma.us

To: Nan Balmer, Town Administrator
From: Brian Keveny, Finance Director
Date: November 8, 2017
Subject: Budget Status Report FY 2018, 1st Quarter

Please find enclosed the budget status reports for the General Fund, Enterprise Funds, Revolving Funds as of September 30, 2017. The reports detail actual revenues and expenditures to budget as well as a year to year comparison to Fiscal 2017. After the town's tax recap sheet is completed, operation budgets will be finalized

General Fund Expenditures:

Town Departments have expended \$13,049,398 or 33% of budgeted expenses. This spending rate is consistent with prior year spending. All inter fund transfers that were voted at the Spring Town Meeting will be processed in May 2017.

School Department has expended \$5,628,704 or 14% of budgeted. Actual year to date expenses are also consistent with prior year spending.

General Fund Revenues:

The Town has collected approximately 23% of Property Tax, Local Receipts and State Aid budgeted revenue thru 3 months. The total dollar increase year to year is \$1,219,521. Actual Local Receipts are up \$109,570 compared to FY 17 due to a \$136,090 increase in Motor Vehicle Excise collections. Additionally the town has collected \$128,989 in Tax Title Lien collections compared to prior year total of \$193,753. It is important to monitor these variances as we progress into the second quarter and prepare the Tax Recap.

Fiscal 2017 Continuing Appropriations:

Both the town and school rolled over into Fiscal 2018 continuing appropriations from Fiscal 2017 in the amount of \$1,240,517 compared to \$535,640 last fiscal year. The unexpended balance of this appropriation is \$67,846 which will be closed to Free Cash at year end if not expended.

Wastewater Enterprise Fund:

Revenue

Through three months the Wastewater Fund has collected 13% of budget revenue or \$92,887 compared to \$83,636 in FY 2017. The dollar collection variance year to year is attributable to Water User Charges revenue.

Expenditures:

Total expenses are \$137,362 or 19% of budget compared to \$154,374 or 20% of budget last fiscal year. The current fund balance is \$1,330,128 compared to \$1,257,161 last year same time period.

Water Enterprise Fund:

Revenue:

The Water Fund has collected 13% of budgeted revenue or \$540,673. Total revenue is higher by \$126,983 compared to prior year. The Fiscal 2018 budget also included using \$225,000 in Water Capital to support Fiscal 2018 capital appropriations.

Expenditures:

The Water Fund has expended \$650,305 in operation expenses which is an increase of \$41,700. The year to year increase is attributable to debt expenditures in the amount of \$65,895. Approximately 16% of budget has been expended compared to 16% in prior year..

Fiscal 2018 Tax Recap

We will be completing the Fiscal 2018 Tax Recap at the conclusion of the Fall Town Meeting and having the Tax Recap hearing. Our hope is to submit the Tax Recap to the Department of Revenue in late November.

Respectfully submitted,



Brian Keveny

Finance Director

Town of Wayland
Fiscal 2018
September 30, 2018

General Fund

	Fiscal 2018 Budget	Fiscal 2018 Actual	% Budget Spent
<i>Revenue</i>			
Taxation	64,838,409	16,011,179	24.69%
State Aid	5,267,121	1,309,806	24.87%
Local Receipts	4,500,004	820,334	18.23%
Transfers from Other Funds	1,623,125	0	0.00%
Other Sources	0	0	
Total	76,228,659	18,141,319	23.80%
Non Budgeted	0	451,265	n/a
Total Revenue	76,228,659	18,592,584	24.39%
<i>Expenditures</i>			
Town Budget	39,092,520	13,049,398	33.38%
School Budget	38,938,393	5,628,704	14.46%
Total Expense	78,030,913	18,678,102	23.94%

Water Enterprise Fund

	Fiscal 2018 Budget	Fiscal 2018 Actual	% Budget Spent
<i>Revenue</i>			
Operating revenue	4,002,227	540,673	13.51%
Use of Water Capital	0	0	0.00%
Unbudgeted Revenue	0	0	0.00%
Total Revenue	4,002,227	540,673	13.51%
<i>Expenditures</i>			
Operating expenses	4,227,227	650,305	15.38%
Use of Water Capital	0	0	0.00%
Total Expense	4,227,227	650,305	15.38%
Unbudgeted Expense	0	0	0.00%
Total Expenses	4,227,227	650,305	15.38%

Wastewater Enterprise Fund

	Fiscal 2018 Budget	Fiscal 2018 Actual	% Budget Spent
<i>Revenue</i>			
Operating revenue	712,744	92,887	13.03%
Total Revenue	712,744	92,887	13.03%
<i>Expenditures</i>			
Operating expenses	712,744	137,362	19.27%
Total Expense	712,744	137,362	19.27%

Town of Wayland, Massachusetts
General Fund Revenue Report
Fiscal 2018
September 30, 2017- Q-1 Report

	Fiscal 2017 YTD-Actual	Fiscal 2018 YTD-Actual	Fiscal 2018 Budget	\$ Variance 2018 / 2017	B / A Fiscal 2016 \$ Variance	% of Budget Collected
Taxation:						
Real Estate	14,727,743	15,777,081	64,637,313	1,049,338	(48,860,232)	24.41%
Personal Property	208,381	234,098	801,096	25,717	(566,998)	29.22%
Overlay	-	-	(600,000)	-	600,000	0.00%
Total	14,936,124	16,011,179	64,838,409	1,075,055	(48,827,230)	24.69%
State Aid:						
School Construction						
Local Aid : Cherry Sheet						
Chapter 70	1,010,615	1,066,263	4,265,052	55,648	(3,198,789)	25.00%
Charter Tuition Assessment	-	-	-	-	-	0.00%
Unrestricted Aid	217,284	225,756	903,034	8,472	(677,278)	25.00%
Veterans Benefits Chapter 115	30,751	1,545	5,854	(29,206)	(4,309)	26.39%
Exemption : Vets, Blind, Surviving Spouse	1,004	1,002	32,215	(2)	(31,213)	3.11%
State Owned Land Reimbursement	15,256	15,240	60,966	(16)	(45,726)	25.00%
Unknown	261,167	-	-	-	-	0.00%
Total	1,536,077	1,309,806	5,267,121	34,896	(3,957,315)	24.87%
Local Receipts:						
Motor Vehicle Excise	174,847	310,937	2,224,600	136,090	(1,913,663)	13.98%
Other Excise	56,227	63,287	150,000	7,060	(86,713)	42.19%
Penalties and Interest	101,428	84,214	200,000	(17,214)	(115,786)	42.11%
Payment in Lieu of Taxes	0	0	30,000	0	(30,000)	0.00%
Fees	208,247	160,198	600,000	(48,049)	(439,802)	26.70%
Licenses and Permits	133,820	155,139	1,115,000	21,319	(959,861)	13.91%
Special Assessments	0	1,119	5,000	1,119	(3,881)	22.38%
Fines and Forfeits	12,438	11,706	75,000	(732)	(63,294)	15.61%
Investment Income	23,757	33,734	95,000	9,977	(61,266)	35.51%
Miscellaneous Recurring	0	0	5,404	0	(5,404)	0.00%
Total	710,764	820,334	4,500,004	109,570	(3,679,670)	18.23%
Transfers from other funds:						
Fund 24-Ambulance	-	-	360,000	-	(360,000)	0.00%
Fund 24-Council on Aging	-	-	1,373	-	(1,373)	0.00%
Fund 24-Transfer Station	-	-	71,961	-	(71,961)	0.00%
Fund 24-Recreation	-	-	15,687	-	(15,687)	0.00%
Fund 25-Food Service	-	-	270,401	-	(270,401)	0.00%
Fund 25-BASE	-	-	220,101	-	(220,101)	0.00%
Fund 25-TCW	-	-	233,506	-	(233,506)	0.00%
Fund 25-Full Day Kinder	-	-	34,118	-	(34,118)	0.00%
Fund 61-Water	-	-	338,601	-	(338,601)	0.00%
Fund 62-Septage	-	-	52,708	-	(52,708)	0.00%
Fund 63-Wastewater	-	-	24,669	-	(24,669)	0.00%
			1,623,125		(1,623,125)	0.00%
Total Budgeted Revenue	17,182,965	18,141,319	76,228,659	1,219,521	(58,087,340)	23.80%
Unbudgeted Revenue:						
Tax Title Liens	193,753	128,989	-	(64,764)	-	0.00%
Prior Year RE collections	280,323	322,276	-	41,953	-	0.00%
	482,618	-	-	(482,618)	-	0.00%
Total Unbudgeted Revenue	474,076	451,265	-	(505,429)	451,265	0.00%
Total All Revenue	17,657,041	18,592,584	76,228,659	714,092	(57,636,075)	24.39%

Town of Wayland
Fiscal 2018 Total Revenue and Expenditures-GAAP
September 30, 2017- Q-1 Report

	FISCAL 2018 BUDGET TO ACTUAL				FISCAL 2017 ROLLOVER BUDGET TO ACTUAL				
	Final Budget	YTD Actual	Encumbrance	FY 2018 Total (Uncollected) / Unspent	FISCAL 2017 CARRYFORWARD	FISCAL 2017 ACTUAL	ENCUMBERED CARRYFORWARD	UNENCUMBERED CARRYFORWARD	COMBINED FY 18 / FY 17
REVENUES:									
Taxation-net of overlay	64,838,409	16,011,179	n/a	(48,827,230)	n/a	n/a	n/a	n/a	(48,827,230)
State Aid:	5,267,121	1,309,806	n/a	(3,957,315)	n/a	n/a	n/a	n/a	(3,957,315)
Local Receipts	4,500,004	820,334	n/a	(3,679,670)	n/a	n/a	n/a	n/a	(3,679,670)
Transfers From Other Funds	1,623,125	-	n/a	(1,623,125)	n/a	n/a	n/a	n/a	(1,623,125)
Non Budgeted Revenue	-	451,265	n/a	451,265	n/a	n/a	n/a	n/a	451,265
Free Cash	2,663,904	-	n/a	0	n/a	n/a	n/a	n/a	n/a
Overlay	300,454	-	n/a	0	n/a	n/a	n/a	n/a	n/a
Bond Premium	90,291	-	n/a	0	n/a	n/a	n/a	n/a	n/a
Total Revenues	79,283,308	18,592,584	0	(57,636,075)	0	0	0	0	(57,636,075.00)
EXPENDITURES:									
General Government	4,472,114	839,960	470,789	3,161,365	301,729	164,139	133,668	3,922	3,165,287
Public Safety	6,367,635	1,552,350	21,731	4,793,554	27,802	26,245	-	1,557.00	4,795,111
Education	38,938,393	5,628,704	4,752,250	28,557,439	483,612	217,462	208,184	57,966	28,615,405
Minuteman Reg School	185,000	11,128	0	173,872	-	-	-	-	173,872
Public Works	3,019,046	581,771	12,392	2,424,883	63,633	20,520	38,725	4,388	2,429,271
Health and Human Services	1,423,743	304,657	86,801	1,032,285	3,884.00	995.00	2,889.00	-	1,032,285
Culture and Recreation	1,243,212	301,340	95,517	846,355	29.00	-	-	29.00	846,384
State and County Assessments	153,498	38,397	-	115,101	-	-	-	-	115,101
Debt Service	7,544,703	1,743,465	-	5,801,238	-	-	29.00	(29.00)	5,801,209
Pension	4,362,369	4,362,369	-	-	-	-	-	-	-
Unclassified	9,533,869	2,526,630	22,960.00	6,984,279	359,828	9,815	350,000	13	6,984,292
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
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-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
Other Expenditures	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
Transfers To Other Funds	221,023	221,023.00	-	0	-	-	-	-	-
Transfer to Recreation	-	-	-	-	-	-	-	-	-
Transfer to Other Funds-Capital	566,308	566,308	-	-	-	-	-	-	-
Overlay	600,000	-	-	600,000	-	-	-	-	600,000.00
-	-	-	-	-	-	-	-	-	-
Total Expenditures	78,030,913	18,678,102	5,462,440	54,490,371	1,240,517	439,176	733,495	67,846	54,558,217

Town of Wayland, Massachusetts
Water Enterprise Fund
Fiscal 2018
Quarterly Report, 9/30/2017

	Fiscal 2018 Budget	Fiscal 2018 Actual	% Budget Collected / Expended	\$ Variance Budget / Actual	Fiscal 2017 Actual	\$ Variance FY 18 / FY 17
REVENUES						
<i>Operating Revenue:</i>						
Penalties and Interest	24,500	5,508	444.81%	(18,992)	4,457	1,051.00
Water Meter Charges	3,687,727	464,699	793.57%	(3,223,028)	362,490	102,209.00
Liens		3,021	0.00%	3,021	3,249	(228.00)
Water Administration Fee	200,000	47,075	424.85%	(152,925)	28,410	18,665.00
Water Service Order	40,000	2,658	1504.89%	(37,342)	7,133	(4,475.00)
Misc. Revenue	50,000	16,050	311.53%	(33,950)	7,000	9,050.00
Interest on Savings		1,662	0.00%	1,662	951	711.00
Total	4,002,227	540,673	13.51%	(3,461,554)	413,690	126,983.00
EXPENDITURES						
<i>Operating Expenditures:</i>						
Personal Services	719,600	157,914	455.69%	561,686	156,556	1,358.00
Expenditures	1,569,617	222,894	704.20%	1,346,723	248,447	(25,553.00)
Funded Debt	1,331,350	269,497	494.01%	1,061,853	203,602	65,895.00
Indirect Fringe Transfers to GF	381,660	-	0.00%	381,660	-	-
Indirect Fringe Transfers to GF and OPEB	225,000	-	0.00%	225,000	-	-
Total	4,227,227	650,305	15.38%	3,576,922	608,605	41,700.00
OTHER FINANCING TRANSFERS TO WATER CAPITAL						
<i>Other Financing Uses:</i>						
Transfers to Capital Projects / Unbudgeted expense	-	-	-	-	-	-
<i>Other Financing Sources:</i>						
Water Surplus to Fund 42	225,000.00	-	-	-	-	-
Water Revenue to General Fund	-	-	-	-	-	-
Total YTD Revenues	4,227,227	540,673	0	(3,686,554)	413,690	126,983.00
Total YTD Expenditures	4,227,227	650,305	0	3,576,922	608,605	41,700.00
FUND BALANCE						
		2018				
Undesignated Fund balance		2,818,397				
YTD expenditures (Current Year & FY 16 rollover)		(738,378)				
YTD revenues		540,676				
Total Fund Balance 6/30/2014		2,620,695				

Town of Wayland, Massachusetts
Wastewater Enterprise Fund
Fiscal 2018
Quarterly Report , 9/30/2017

	Fiscal 2018 Budget	Fiscal 2018 Actual	% Budget Collected / Expended	\$ Variance Budget / Actual	Fiscal 2017 Actual	\$ Variance FY 18 / FY 17
Operating Revenue:						
Penalties and Interest	-	82	0.00%	82	72	10
Wastewater User Charges	241,688	64,941	26.87%	(176,747)	59,990	4,951
Betterments	283,441	715	0.25%	(282,726)	1,426	(711)
Betterment Interest	187,615	644	0.34%	(186,971)	3,169	(2,525)
Betterment paid in advance	-	-	0.00%	-	-	-
Unapportioned WW betterment TC	-	24,336	0.00%	24,336	12,884	11,452
Unapportioned WW betterment TC-int	-	1,065	0.00%	1,065	481	584
Interest on Savings	-	1,104	0.00%	1,104	1,091	13
Misc. revenue	-	-	0.00%	-	4,523	(4,523)
Total	712,744	92,887	13.03%	(619,857)	83,636	9,251
Operating Expenditures						
Personal Services	29,555	7,232	0.00%	22,323	6,386	846
Expenditures	212,132	12,552	5.92%	199,580	25,556	(13,004)
Funded Debt	471,057	117,578	24.96%	353,479	122,432	(4,854)
Total	712,744	137,362	19.27%	575,382	154,374	(17,012)
Other Financing Sources / (Uses)						
Transfers to General Fund	-	-	0.00%	-	-	-
Total	-	-	0.00%	-	-	-
Total YTD Revenues	712,744	92,887	13.03%	(619,857)	83,636	9,251
Total YTD Expenditures	712,744	137,362	19.27%	575,382	154,374	(17,012)

FUND BALANCE

Undesignated Fund balance	1,376,021
Reserve for expenditure- Fiscal 2014	-
Current outstanding encumbrances	-
YTD expenditures (Current Year & FY 16 rollover)	(138,783)
YTD revenues	92,890
Undesignated Fund balance-June 30, 2014	1,330,128

Town of Wayland, Massachusetts
Major Town Revolving Funds
Comparison Report: Q1 2018 to Q1 2017
September 30, 2017

	24220900 Amulance Revolving Fund			2449400 Transfer Station Fund			24652000 Recreation Revolving Fund		
	FY 2017 Actual	FY 2016 Actual	FY 17 / FY 16 Variance	FY 2017 Actual	FY 2016 Actual	FY 17 / FY 16 Variance	FY 2017 Actual	FY 2016 Actual	FY 17 / FY 16 Variance
Beginning Fund Balance-7/01/16	1,070,106	1,242,929	(172,823)	88,295	231,235	(142,940)	699,322	944,608	(245,286)
REVENUE:									
Revenue from services :	161,276	186,026	(24,750)	160,962	226,207	(65,245)	-	-	-
Revenue from programs:	-	-	-	-	-	-	-	-	0
Beach	-	-	-	-	-	-	48,535	7,630.00	40,905
Field Permits	-	-	-	-	-	-	-	40,751.00	(40,751)
Summer Camps	-	-	-	-	-	-	685	1,799.00	(1,114)
Youth Programs	-	-	-	-	-	-	54,887	41,430.00	13,457
Adult Programs	-	-	-	-	-	-	18,365	18,572.00	(207)
Misc revenue	-	-	-	-	-	-	(7,789)	2,856.00	(10,645)
Pre K Programs	-	-	-	-	-	-	16,494	9,641.00	6,853
Ski Programs	-	-	-	-	-	-	14,898	10,039.00	4,859
Seasonal events	-	-	-	-	-	-	800	3,130.00	(2,330)
Total	161,276	186,026	(24,750)	160,962	226,207	(65,245)	146,875	135,848	11,027
EXPENDITURES:									
Operating Expenditures									
Personal Services Expenses	-	-	-	38,823	45,379	(6,556)	256,061	11,243	244,818
	17,562	15,452.00	2,110	59,155	47,925	11,230	125,154	136,704	(11,550)
Total	17,562	15,452.00	2,110	97,978	93,304	4,674	381,215	147,947	233,268
Other Financing Sources / (Uses)									
Transfers to Other Funds	370,000	515,000	(145,000)	-	88,000.00	(88,000.00)	-	482,618.00	(482,618)
Total	370,000	515,000	(145,000)	-	88,000.00	(88,000.00)	-	482,618.00	(482,618.00)
Total YTD Revenues	161,276	186,026	(24,750)	160,962	226,207	(65,245)	146,875	135,848	11,027
Total YTD Expenditures	387,562	530,452	(142,890)	97,978	181,304	(83,326)	381,215	630,565	(249,350)
Year to date Fund Balance total:									
Beginning Fund Balance-7/01/16	1,070,106	1,242,929	(172,823)	88,295	231,235	(142,940)	699,322	944,608	(245,286)
Total YTD Revenues	161,276	186,026	(24,750)	160,962	226,207	(65,245)	146,875	135,848	11,027
Total YTD Expenditures	387,562	530,452	(142,890)	97,978	181,304	(83,326)	381,215	630,565	(249,350)
Balance 9/30/16:	843,820	898,503	(54,683)	151,279	276,138	(124,859)	464,982	449,891	15,091

From: [Balmer, Nan](#)
To: [Porter, David](#)
Subject: Fwd: Pelham Island Road
Date: Friday, November 10, 2017 4:42:45 PM

Correspondence

Nan Balmer
(508) 237-1330

Begin forwarded message:

From: "Gary Slep" <vgslep@comcast.net>
Date: November 10, 2017 at 4:06:41 PM EST
To: "Tom Holder DPW" <tholder@wayland.ma.us>
Cc: Nam Balmer <nbalmer@wayland.ma.us>
Subject: Pelham Island Road

Tom,

I want to thank you for taking my request a couple of weeks ago to finish Pelham Island Road seriously. It has been a twenty-year struggle to get that piece of road completed.

Your crew and the contractor did a nice job this week; and the paving, traffic flow, and quick work were impressive.

Your leadership to accomplish this project was what it took, and we all thank you for that.

A job well done,

Gary Slep
Jeffrey Road

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: Tree cutting started at Cascade / Monster development site

Date: 10 November, 2017

To the members of the Zoning Board of Appeals:

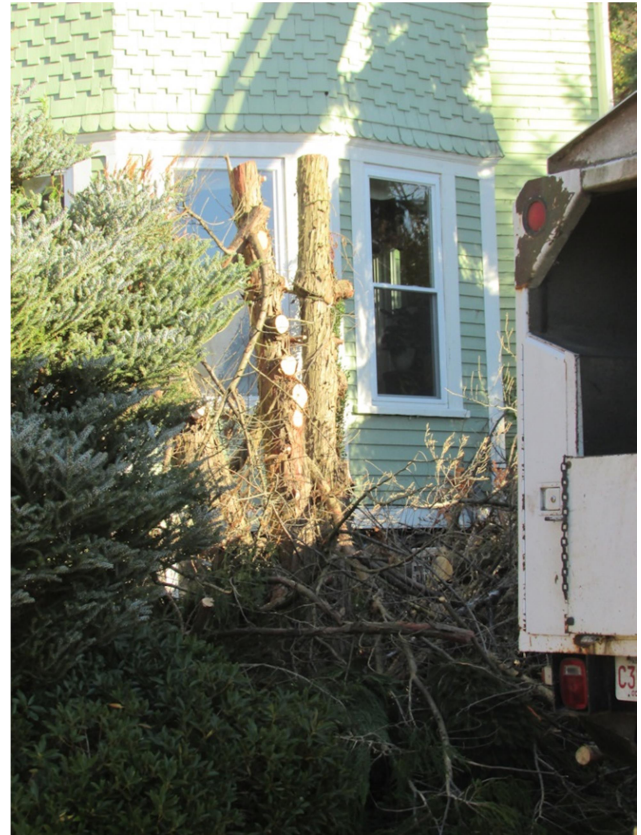
I was surprised this afternoon when I was walking down Rich Valley Road and heard a chain saw on the other side – the former site of Mahoney’s Garden Center. After I crossed Route 20 I saw a large truck and a hydraulic boom with a guy delimiting a large pine tree. Other trees had already been delimited, with the tops cut off.



I walked a short distance down the driveway. One of the ELDCO workers was on the ground watching the guy in the bucket, and I motioned to him. He walked over and I asked, “How many trees are you going to cut?” He replied, “Eventually, all of them.” I asked, “Do you know that this is part of a 40B development that hasn’t been approved yet?” He said, “The properties are still separate. We don’t need a permit to cut trees.” I told him that the Zoning Board of Appeals was in the middle of hearings and would want to know about this. He said, “You’re trespassing. If you don’t leave now I will call the police.” I told him that I would leave and walked out to Route 20.

Shortly after I walked away to take photos of Pine Brook, someone pulled up and spoke to the ELDCO crew. They stopped cutting and parked their truck on the property.

This tree cutting began on a Friday afternoon after Town offices are closed. No one could call to see if this work is appropriate with hearings for a 40B Comprehensive Permit in process. Who knows how many trees would have been cut if I had not noticed the chain saw during my walk?



The reply from the ELDCO worker, “Eventually, all of them,” highlights that he was aware of the scope of Zieff’s plan. What else might be done before the ZBA rules on this 40B proposal?

Mark Hays for 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: Major errors and omissions in the Cascade / Monster traffic study and peer review

Date: 9 November, 2017

Eden Management / Steven Zieff presented their traffic study at the September and October ZBA hearings on the Cascade 40B apartment complex proposal. The Wayland ZBA also hired TEC to do a peer review of this report. Both reports contain significant errors and omissions:

1. The data in this traffic report was not collected using equipment suited for this type of traffic, and contains significant errors. Data errors undermine the accuracy of the analyses and conclusions. The analyses contain errors and did not include the level of service on Route 20. The TEC peer review did not catch these errors and omissions.
2. Major sources of traffic are located $\frac{1}{4}$ mile to the east of the Cascade site, which cause traffic jams and parking issues in the area. Backups also push traffic onto Pine Brook and Plain Road. Neither issue is included in the study.

The ZBA should commission a new, independent and accurate traffic study which includes the traffic sources and issues $\frac{1}{4}$ mile to the west of the site, impacts on Pine Brook Road and Plain Road, and capacity analyses of Route 20. This study should use a radar or LIDAR-based system to collect accurate vehicle data at the range of speeds typical in this area, including stop-and-go. The data quality control process must be thorough and documented.

Finally, future peer reviews commissioned by the Wayland ZBA should be comprehensive and accurate.

ProtectWayland.org

Cascade / Monster: Errors in the Traffic Study and Peer Review

Zieff's team presented their traffic study results during the Wayland ZBA hearings in September and October, based on the study included in Zeiff's 40B Comprehensive Permit application. The Wayland ZBA hired TEC to do a 'peer review' and make sure the report was correct. Both contain multiple errors and omissions:

- Much of the data in this traffic report was not collected using equipment suited for this type of traffic, and contains significant errors. Data errors undermine the validity of the analyses and conclusions. Significant traffic issues in the area were not covered. The analyses contain errors and did not include the level of service on Route 20. The TEC peer review did not catch most of these errors and omissions.
- The Wayland ZBA should commission a new, independent and more accurate traffic study, which should also include traffic issues 1/4 mile to the west of the site, impacts on Pine Brook Road and Plain Road, and level of service analyses for Route 20. A LIDAR / radar based ATR system should be used to collect accurate data at the speed range typical in the area, including stop-and-go. The data quality control process must be more thorough and documented.
- Future peer reviews commissioned by the Wayland ZBA need to be more thorough and complete.

Summary of key issues:

1. **Data errors:** ProtectWayland members who commute east on Route 20 report that their average speed near the former Mahoney's Garden Center is typically stop-and-go to 5 mph at the peak of the morning rush hour. According to Zeiff's traffic study, the average speed is 28 mph and 45% drive faster than 30 mph. This is not credible. Data errors were caused by the use of inappropriate data collection equipment, which undermines the entire report. If the traffic data is wrong, the analyses and conclusions based on that data are also wrong. This major problem was not noted in TEC's peer review. *(See the following pages and page 14 for details on data errors.)*
2. **Calendar errors:** A garden center in the Wayland area is closed or has minimal business for ~6 months of the year. For ~6 months, all of the cars added by Zeiff's new apartment complex would be *new* traffic, all day. This was not mentioned in Zeiff's study, but the TEC peer review noted the error.

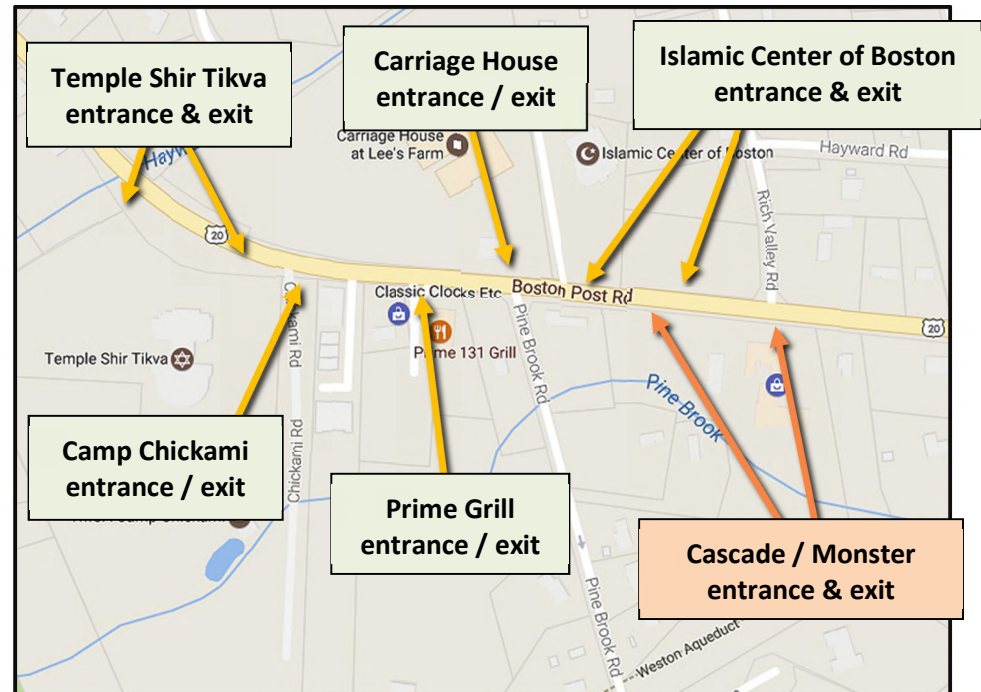
3. **Time errors:** A garden center does not open until 9am. All of the cars added to the morning commute by Zeiff's apartment complex would be new. This was not noted in the traffic study or the TEC peer review.

4. **Inadequate data:** There are unusual traffic jams in this area, in addition to the daily commute. Carriage House, the Islamic Center of Boston, Prime Bar Grill, Camp Chickami and Temple Shir Tikva are all within ¼ mile on Route 20. Traffic and parking on neighborhood streets are issues during holy days.

Congestion on Route 20 also pushes traffic down Pine Brook and Plain Road, which connect to Route 20.

Neither of these significant traffic issues were included in Zeiff's study. The first was missed in the TEC peer review.

Concentrated Traffic Jams – Not Included in the Study



5. **Inadequate analyses:** Zeiff's study includes no standard analyses of the impact and level of service on Route 20. The driveway at the apartment complex is analyzed – but not Route 20. Traffic jams on Route 20 are obviously a key issue. This was missed in TEC's peer review.

With all of these errors and omissions, Wayland cannot rely on Zeiff's traffic study. The Wayland ZBA should commission a new, independent and more accurate traffic study and take steps to ensure that all future peer reviews are more thorough and credible.

Details are included on the following pages.

1. Traffic data collection process:

- Zeiff hired VHB to perform the traffic study, an established national firm that analyzes traffic for a wide range of clients. See: www.vhb.com
- VHB sub-contracted traffic data collection and production of most of the reports to Precision Data Industries (PDI) a small company in Framingham. See: www.pdillc.com
- PDI installed pneumatic tubes (AKA “road tubes”) and a Jamar automatic traffic recorder (ATR) on Route 20 to count the number and type of vehicles and record their speed. The limited budget and scope for traffic data collection was determined, however, by Zeiff and VHB. More complete data collection and reporting was possible, with equipment that is accurate at slow / stop-and-go speeds, at more locations for longer periods of time.
- Traffic counts, speed and classification data was recorded with road tubes and a Jamar ATR on Tuesday and Wednesday, 7 and 8 March, 2017 on Route 20 just west of Rich Valley Road. Traffic counts, turns and classification data were recorded with a Miovision Video Collection Unit on Thursday, April 13, 2017 along Route 20 near the intersection with Old Connecticut Path. (Miovision did not collect speed data.)
- Many of the pages and reports in Zeiff’s traffic study were created by PDI from the Jamar ATR data.
- The traffic analyses in the study are based on this data.

2. Traffic data errors:

- a. Average traffic speed out of range:** During the peak delay in the morning commute eastbound on Route 20 between 7 and 8am, the report claims the average speed was 27 to 28 mph and 45% to 50% of vehicles were driving faster than 30 mph. These reported speeds are incredibly high in an area known for stop-and-go as traffic backs up behind the intersections of Route 20, Old Connecticut Path and Plain Road, 1/3 mile to the east. According to the report, the average speed during the peak of the morning commute is just 7 mph lower than mid-day. In other words, the report claims there is *no morning traffic jam on Route 20*, simply a minor delay. This is not credible.

PDI traffic report for Tuesday, 7 March, 2017:



PRECISION
DATA
INDUSTRIES, LLC

46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

East bound

Boston Post Road (Route 20)
west of Rich Valley Road
City, State: Wayland, MA
Client: VHB/ C. Trearchis

Average speed

175530 A Speed
Site Code: 1383100

EB	Start Time	1	15	20	25	30	35	40	45	50	55	60	65	70	Total	85th % ile	Ave Speed
	03/07/17	14	19	24	29	34	39	44	49	54	59	64	69	9999			
	01:00	0	0	0	1	13	10	4	0	0	0	0	0	0	28	38	35
	02:00	0	0	0	0	5	7	1	1	0	0	0	0	0	15	38	36
	03:00	0	0	0	0	4	2	2	0	0	0	0	0	0	8	41	36
	04:00	0	0	0	1	7	34	22	6	1	0	0	0	0	18	39	37
	05:00	0	0	2	26	159	195	28	1	1	0	0	0	0	71	43	39
	06:00	0	0	2	26	159	195	28	1	1	0	0	0	0	412	38	35
Peak delay	07:00	77	45	72	105	347	132	5	0	0	0	0	0	0	783	34	28
	08:00	34	14	32	81	118	46	1	0	0	0	0	0	0	326	33	27
	09:00	0	1	29	123	263	189	10	1	0	0	0	0	0	616	36	32
	10:00	0	1	8	133	419	188	34	1	0	0	0	0	0	784	36	33
	11:00	0	1	7	81	317	176	29	2	0	0	0	0	0	613	37	33
	12 PM	1	0	8	68	247	197	22	1	0	0	0	0	0	544	37	33
Mid-day max	13:00	0	1	14	75	248	159	29	2	0	0	0	0	0	528	37	33
	14:00	0	0	10	63	237	181	27	2	0	0	0	0	0	520	37	34
	15:00	0	5	17	86	275	116	17	2	0	0	0	0	0	518	36	32
	16:00	1	1	14	98	233	132	22	1	0	0	0	0	0	502	37	32
	17:00	0	0	3	68	219	149	21	0	0	0	0	0	0	460	37	33
	18:00	0	1	5	87	310	145	14	2	0	0	0	0	0	564	36	33
	19:00	0	0	15	187	236	66	3	0	0	0	0	0	0	507	33	31
	20:00	0	1	9	66	163	80	8	1	0	0	0	0	0	328	36	32
	21:00	0	1	3	30	111	94	19	0	0	0	0	0	0	258	37	34
	22:00	0	0	4	21	94	71	9	0	0	0	0	0	0	199	37	34
	23:00	0	0	1	12	40	49	13	0	0	0	0	0	0	115	38	35
	Total	0	0	1	2	9	18	7	1	0	0	0	0	0	38	40	36
	%	1.3%	0.8%	2.9%	16.2%	46.6%	28.0%	4.0%	0.3%	0.0%	0.0%	0.0%	0.0%	0.0%	8755		

PDI traffic report for Wednesday, 8 March, 2017:



46 Morton Street, Framingham, MA 01702
 Office: 508-875-0100 Fax: 508-875-0118
 Email: datarequests@pdilic.com

East bound

Boston Post Road (Route 20)
 west of Rich Valley Road
 City, State: Wayland, MA
 Client: VHB/ C. Trearchis

Average speed

175530 A Speed
 Site Code: 13831.00

EB	Start Time	1	15	20	25	30	35	40	45	50	55	60	65	70	Total	85th % ile	Ave Speed
Date	03/08/17	0	0	0	0	4	13	2	3	1	1	0	0	0	24	46	39
Time	01:00	0	0	1	1	9	5	3	0	0	0	0	0	0	19	39	34
	02:00	0	0	0	0	8	8	2	1	0	0	0	0	0	19	39	36
	03:00	0	0	0	0	5	12	6	2	0	0	0	0	0	25	42	38
	04:00	0	0	0	0	4	40	22	2	0	0	0	0	0	68	42	39
	05:00	0	0	0	11	128	179	54	4	0	0	0	0	0	376	39	36
Peak delay	06:00	20	13	118	347	296	104	7	0	0	0	0	0	0	905	33	29
	07:00	19	19	62	160	156	61	7	0	0	0	0	0	0	484	33	28
	08:00	0	3	12	78	209	212	31	2	0	0	0	0	0	547	37	34
	09:00	3	3	7	81	361	288	33	4	0	1	0	0	0	781	37	34
Mid-day max	10:00	0	1	14	88	231	209	59	3	0	0	0	0	0	605	38	34
	11:00	0	0	3	52	209	251	56	2	0	0	0	0	0	573	38	35
	12 PM	9	9	25	91	239	204	33	6	0	0	0	0	0	616	37	33
	13:00	4	13	32	76	183	228	42	1	0	0	0	0	0	579	38	33
	14:00	3	8	17	102	211	182	30	2	0	0	0	0	0	555	37	33
	15:00	0	0	7	53	197	192	48	5	0	0	0	0	0	502	38	34
	16:00	0	1	8	51	206	195	57	5	0	0	0	0	0	523	38	34
	17:00	1	5	5	71	259	188	37	3	1	0	0	0	0	570	37	34
	18:00	1	0	16	103	297	107	8	0	0	0	0	0	0	532	35	32
	19:00	0	3	18	71	154	110	14	0	0	0	0	0	0	370	37	32
	20:00	0	3	12	28	143	62	7	1	1	0	0	0	0	257	36	32
	21:00	0	0	1	27	102	88	12	0	0	0	0	0	0	230	37	34
	22:00	0	0	1	17	27	39	15	3	0	0	0	0	0	102	39	35
	23:00	0	1	1	2	15	29	10	2	2	0	0	0	0	62	41	37
Total		60	82	360	1510	3653	3006	595	51	5	2	0	0	0	9324		
%		0.6%	0.9%	3.9%	16.2%	39.2%	32.2%	6.4%	0.5%	0.1%	0.0%	0.0%	0.0%	0.0%			

Here are photos of actual stop-and-go conditions on Route 20 during the morning commute:



These conditions are typical according to ProtectWayland members who commute on Route 20 every day. If any members of the Wayland ZBA commute on Route 20 into Boston, we are certain that your experience matches these photos.

b. Average speed vs vehicle count discrepancy: During both days of the traffic study, there is a discrepancy in the number of vehicles vs the average speed during the peak of the morning commute into Boston. From 6 am to 7 am, the volume of vehicles is ~100% higher than 7am to 8 am – even though the average speed is only 1 mph more:

Boston Post Road (Route 20)
west of Rich Valley Road
City, State: Wayland, MA
Client: VHB/ C. Trearchis



PRECISION
D A T A
INDUSTRIES, LLC

46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

175530 A Speed
Site Code: 13831.00

EB

Start Time	1	15	20	25	30	35	40	45	50	55	60	65	70	Total	85th % ile	Ave Speed
03/07/17	0	0	0	1	13	10	4	0	0	0	0	0	0	28	38	35
01:00	0	0	0	1	5	7	1	1	0	0	0	0	0	15	38	36
02:00	0	0	0	0	4	2	2	0	0	0	0	0	0	8	41	36
03:00	0	0	0	0	3	12	2	1	0	0	0	0	0	18	39	37
04:00	0	0	0	1	7	34	22	6	1	0	0	0	0	71	43	39
05:00	0	0	2	26	159	195	28	1	1	0	0	0	0	412	38	35
Discrepancy 06:00	77	45	72	105	347	132	5	0	0	0	0	0	0	783	34	28
07:00	34	14	32	81	118	46	1	0	0	0	0	0	0	326	33	27
08:00	0	1	29	123	263	189	10	1	0	0	0	0	0	616	36	32
09:00	0	1	8	133	419	188	34	1	0	0	0	0	0	784	36	33
10:00	0	1	7	81	317	176	29	2	0	0	0	0	0	613	37	33
11:00	1	0	8	68	247	197	22	1	0	0	0	0	0	544	37	33
12 PM	0	1	14	75	248	159	29	2	0	0	0	0	0	528	37	33
13:00	0	0	10	63	237	181	27	2	0	0	0	0	0	520	37	34
14:00	0	5	17	86	275	116	17	2	0	0	0	0	0	518	36	32
15:00	1	1	14	98	233	132	22	1	0	0	0	0	0	502	37	32
16:00	0	0	3	68	219	149	21	0	0	0	0	0	0	460	37	33
17:00	0	1	5	87	310	145	14	2	0	0	0	0	0	564	36	33
18:00	0	0	15	187	236	66	3	0	0	0	0	0	0	507	33	31
19:00	0	1	9	66	163	80	8	1	0	0	0	0	0	328	36	32
20:00	0	1	3	30	111	94	19	0	0	0	0	0	0	258	37	34
21:00	0	0	4	21	94	71	9	0	0	0	0	0	0	199	37	34
22:00	0	0	1	12	40	49	13	0	0	0	0	0	0	115	38	35
23:00	0	0	1	2	9	18	7	1	0	0	0	0	0	38	40	36
Total	113	72	254	1415	4077	2448	349	25	2	0	0	0	0	8755		
%	1.3%	0.8%	2.9%	16.2%	46.6%	28.0%	4.0%	0.3%	0.0%	0.0%	0.0%	0.0%	0.0%			

Here is the report for the following day, Wednesday, 8 March, with the same anomaly. How would nearly twice as many vehicles pass the same point at the same average speed? This is another indication of fundamental problems with the data:

Boston Post Road (Route 20)
west of Rich Valley Road
City, State: Wayland, MA
Client: VHB/ C. Trearchis



PRECISION
DATA
INDUSTRIES, LLC

46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

175530 A Speed
Site Code: 13831.00

EB

Start Time	1	15	20	25	30	35	40	45	50	55	60	65	70	Total	85th % ile	Ave Speed
03/08/17	0	0	0	0	4	13	2	3	1	1	0	0	0	24	46	39
01:00	0	0	1	1	9	5	3	0	0	0	0	0	0	19	39	34
02:00	0	0	0	0	8	8	2	1	0	0	0	0	0	19	39	36
03:00	0	0	0	0	5	12	6	2	0	0	0	0	0	25	42	38
04:00	0	0	0	0	4	40	22	2	0	0	0	0	0	68	42	39
05:00	0	0	0	11	128	179	54	4	0	0	0	0	0	376	39	36
Discrepancy 06:00	20	13	118	347	296	104	7	0	0	0	0	0	0	905	33	29
07:00	19	19	62	160	156	61	7	0	0	0	0	0	0	484	33	28
08:00	0	3	12	78	209	212	31	2	0	0	0	0	0	547	37	34
09:00	3	3	7	81	361	288	33	4	0	1	0	0	0	781	37	34
10:00	0	1	14	88	231	209	59	3	0	0	0	0	0	605	38	34
11:00	0	0	3	52	209	251	56	2	0	0	0	0	0	573	38	35
12 PM	9	9	25	91	239	204	33	6	0	0	0	0	0	616	37	33
13:00	4	13	32	76	183	228	42	1	0	0	0	0	0	579	38	33
14:00	3	8	17	102	211	182	30	2	0	0	0	0	0	555	37	33
15:00	0	0	7	53	197	192	48	5	0	0	0	0	0	502	38	34
16:00	0	1	8	51	206	195	57	5	0	0	0	0	0	523	38	34
17:00	1	5	5	71	259	188	37	3	1	0	0	0	0	570	37	34
18:00	1	0	16	103	297	107	8	0	0	0	0	0	0	532	35	32
19:00	0	3	18	71	154	110	14	0	0	0	0	0	0	370	37	32
20:00	0	3	12	28	143	62	7	1	1	0	0	0	0	257	36	32
21:00	0	0	1	27	102	88	12	0	0	0	0	0	0	230	37	34
22:00	0	0	1	17	27	39	15	3	0	0	0	0	0	102	39	35
23:00	0	1	1	2	15	29	10	2	2	0	0	0	0	62	41	37
Total	60	82	360	1510	3653	3006	595	51	5	2	0	0	0	9324		
%	0.6%	0.9%	3.9%	16.2%	39.2%	32.2%	6.4%	0.5%	0.1%	0.0%	0.0%	0.0%	0.0%			

c. **East vs West bound label and volume discrepancies:** According to the traffic report, more cars commute *west* during the morning, and *east* during the evening. This does not match reality. Either the data are erroneous or the report labels are incorrect. For example, here is the report for Wednesday morning, 8 March, 2017:

PDI File #: 175530 A
 Location: N: Rich Valley Road S: Mahoneys Middle Driveway
 Location: E: Boston Post Road (Route 20) W: Boston Post Road (Route 20)
 City, State: Wayland, MA
 Client: VHB/ C. Trearchis
 Site Code: 13831.00
 Count Date: Wednesday, March 08, 2017
 Start Time: 7:00 AM
 End Time: 9:00 AM
 Class:




	Cars																				
	Rich Valley Road					Boston Post Road (Route 20)					Mahoneys Middle Driveway					Boston Post Road (Route 20)					Total
	North					East					South					West					
Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total		
7:00 AM	4	0	3	0	7	0	100	0	0	100	0	0	0	0	0	0	149	1	0	150	257
7:15 AM	3	0	2	0	5	0	104	0	0	104	0	0	0	0	0	0	117	0	0	117	226
7:30 AM	5	0	2	0	7	0	92	0	0	92	0	0	0	0	0	0	114	0	0	114	213
7:45 AM	1	0	5	0	6	2	108	0	0	110	0	0	0	0	0	0	123	0	1	124	240
Total	13	0	12	0	25	2	404	0	0	406	0	0	0	0	0	0	503	1	1	505	936
8:00 AM	4	0	3	0	7	1	96	0	0	97	0	0	0	0	0	0	90	1	0	91	195
8:15 AM	6	0	3	0	9	2	110	0	0	112	0	0	0	0	0	0	139	0	0	139	260
8:30 AM	4	0	4	0	8	1	107	0	0	108	0	0	0	0	0	0	153	2	0	155	271
8:45 AM	4	0	3	0	7	0	101	0	0	101	0	0	0	0	0	0	152	0	0	152	260
Total	18	0	13	0	31	4	414	0	0	418	0	0	0	0	0	0	534	3	0	537	986

This is probably a labeling error; “East” must mean “From the East” and “West” must mean “From the West” – which differs from labels on other pages.

Vehicle counts also appear to be out of range for the direction *opposite* the standard commute, e.g. 505 vehicles reportedly drove eastbound from 7am to 8am vs 406 heading westbound toward Sudbury. As noted previously, slow speeds lead to data errors with road tube based recorders.

d. Vehicle count discrepancies: Different sections of the traffic report contain different total vehicle counts – for the same day and time. For example: here is the page that classifies all of the types of vehicles heading eastbound on Route 20 – from bikes to large trucks – on Wednesday, 8 March, with totals of **484 from 7am to 8am** and **547 from 8am to 9am**:

Boston Post Road (Route 20)
west of Rich Valley Road
City, State: Wayland, MA
Client: VHB/ C. Trearchis



PRECISION
D A T A
INDUSTRIES, LLC

46 Morton Street, Framingham, MA 01702
Office: 508-875-0100 Fax: 508-875-0118
Email: datarequests@pdillc.com

175530 A Class
Site Code: 13831.00

EB	Start Time	Bikes	Cars & Trailers	2 Axle Long	Buses	2 Axle 6 Tire	3 Axle Single	4 Axle Single	<5 Axl Double	5 Axle Double	>6 Axl Double	<6 Axl Multi	6 Axle Multi	>6 Axl Multi	Total
	03/08/1														
	7	0	21	3	0	0	0	0	0	0	0	0	0	0	24
	01:00	1	14	2	0	1	0	0	1	0	0	0	0	0	19
	02:00	0	15	1	1	0	1	0	0	1	0	0	0	0	19
	03:00	0	23	2	0	0	0	0	0	0	0	0	0	0	25
	04:00	0	50	13	0	4	1	0	0	0	0	0	0	0	68
	05:00	0	297	67	5	3	3	0	0	1	0	0	0	0	376
	06:00	9	710	148	5	23	3	1	1	3	2	0	0	0	905
	07:00	6	416	49	1	3	4	0	3	2	0	0	0	0	484
	08:00	3	451	73	4	12	3	0	0	1	0	0	0	0	547
	09:00	5	631	99	7	25	7	0	3	3	1	0	0	0	781
	10:00	4	508	59	2	15	11	0	2	4	0	0	0	0	605
	11:00	5	470	69	2	12	8	1	3	2	1	0	0	0	573
	12 PM	4	510	71	6	14	7	0	1	3	0	0	0	0	616
	13:00	1	476	71	5	11	9	0	2	4	0	0	0	0	579
	14:00	3	456	70	2	17	5	0	0	2	0	0	0	0	555
	15:00	3	411	74	0	7	6	0	0	1	0	0	0	0	502
	16:00	1	460	48	2	9	1	0	1	1	0	0	0	0	523
	17:00	9	511	41	1	5	3	0	0	0	0	0	0	0	570
	18:00	4	485	30	1	8	4	0	0	0	0	0	0	0	532
	19:00	1	351	12	0	2	1	0	1	2	0	0	0	0	370
	20:00	0	246	10	0	0	1	0	0	0	0	0	0	0	257
	21:00	2	213	15	0	0	0	0	0	0	0	0	0	0	230
	22:00	0	92	9	0	0	1	0	0	0	0	0	0	0	102
	23:00	0	59	3	0	0	0	0	0	0	0	0	0	0	62
	Total	61	7876	1039	44	171	79	2	18	30	4	0	0	0	9324
	Percent	0.7%	84.5%	11.1%	0.5%	1.8%	0.8%	0.0%	0.2%	0.3%	0.0%	0.0%	0.0%	0.0%	
	AM Peak	06:00	06:00	06:00	09:00	09:00	10:00	06:00	07:00	10:00	06:00				06:00
	Vol.	9	710	148	7	25	11	1	3	4	2				905
	PM Peak	17:00	17:00	15:00	12:00	14:00	13:00		13:00	13:00					12:00
	Vol.	9	511	74	6	17	9		2	4					616

Here is the report for all cars and heavy vehicles during the same peak 7 am to 9 am period on the same morning, 8 March, with totals of **521 from 7am to 8am**, and **557 from 8am to 9am**. These totals are higher than the “all vehicles” report on the previous page, which also included bikes:

PDI File #: 175530 A
 Location: N: Rich Valley Road S: Mahoneys Middle Driveway
 Location: E: Boston Post Road (Route 20) W: Boston Post Road (Route 20)
 City, State: Wayland, MA
 Client: VHB/ C. Trearchis
 Site Code: 13831.00
 Count Date: Wednesday, March 08, 2017
 Start Time: 7:00 AM
 End Time: 9:00 AM
 Class:



Cars and Heavy Vehicles

	Rich Valley Road					Boston Post Road (Route 20)					Mahoneys Middle Driveway					Boston Post Road (Route 20)					Total					
	North					East					South					West										
	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total	Right	Thru	Left	U-Turn	Total						
7:00 AM	4	0	3	0	7	0	104	0	0	104	0	0	0	0	0	0	152	1	0	153	264					
7:15 AM	3	0	2	0	5	0	117	0	0	117	0	0	0	0	0	0	121	0	0	121	243					
7:30 AM	5	0	2	0	7	0	97	0	0	97	0	0	0	0	0	0	121	0	0	121	225					
7:45 AM	1	0	5	0	6	2	110	0	0	112	0	0	0	0	0	0	125	0	1	126	244					
Total	13	0	12	0	25	2	428	0	0	430	0	0	0	0	0	0	519	1	1	521	976					
8:00 AM	4	0	3	0	7	1	100	0	0	101	0	0	0	0	0	0	94	1	0	95	203					
8:15 AM	7	0	3	0	10	2	118	0	0	120	0	0	0	0	0	0	146	0	0	146	276					
8:30 AM	5	0	4	0	9	1	116	0	0	117	0	0	0	0	0	0	156	2	0	158	284					
8:45 AM	4	0	3	0	7	0	106	0	0	106	0	0	0	0	0	0	158	0	0	158	271					
Total	20	0	13	0	33	4	440	0	0	444	0	0	0	0	0	0	554	3	0	557	1034					
Grand Total	33	0	25	0	58	6	868	0	0	874	0	0	0	0	0	0	1073	4	1	1078	2010					
Approach %	56.9	0.0	43.1	0.0		0.7	99.3	0.0	0.0		0.0	0.0	0.0	0.0		0.0	99.5	0.4	0.1							
Total %	1.6	0.0	1.2	0.0	2.9	0.3	43.2	0.0	0.0	43.5	0.0	0.0	0.0	0.0	0.0	0.0	53.4	0.2	0.0	53.6						
Exiting Leg Total						10					1098					0					902					2010

Should read “From the West” or “Eastbound”

e. **Discrepancies in level of service analyses:** The traffic report includes standard analyses of road capacity at key intersections with the “volume to capacity ratio” (V/C) and “level of service” (LOS). This is the report for the Route 20 intersection with the Cascade / Monster main driveway:

▪ **Table 7 Unsignalized Intersection Capacity Analysis**

Location / Movement	2017 Existing Conditions					2024 No-Build Conditions ^a					2024 Build Conditions				
	D ^b	v/c ^c	Del ^d	LOS ^e	95 Q ^f	D	v/c	Del	LOS	95 Q	D	v/c	Del	LOS	95 Q
Route 20 at Rich Valley Road and Site Driveway Middle															
<i>Weekday Morning</i>															
EB L	5	0.01	8	A	0	5	0.01	9	A	0	5	0.01	9	A	0
WB L	neg	-	0	A	0	neg	-	0	A	0	5	0.01	9	A	0
NB L/T/R	neg	-	0	A	0	neg	-	0	A	0	n/a	n/a	n/a	n/a	n/a
NB L	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	10	0.09	38	E	8
NB T/R	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	15	0.04	14	B	3
SB L/T/R	35	0.13	19	C	13	35	0.17	24	C	15	35	0.18	26	D	15
<i>Weekday Evening</i>															
EB L	10	0.02	0	A	0	10	0.02	11	B	3	10	0.02	11	B	3
WB L	5	0.01	9	A	0	5	0.01	9	A	0	20	0.03	9	A	3
NB L/T/R	neg	0.05	50	F	3	neg	0.02	87	F	3	n/a	n/a	n/a	n/a	n/a
NB L	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	5	0.13	106	F	10
NB T/R	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	10	0.03	14	B	3
SB L/T/R	15	0.13	29	D	10	15	0.16	47	E	13	15	0.18	52	F	15

Here are definitions, e.g. for the first D^b column:

- a No Build Conditions analysis does not include trips generated by the existing Garden Center.
- b Demand
- c Volume to capacity ratio
- d Average total delay, in seconds per vehicle
- e Level-of-service
- f 95th percentile queue, in feet
- Err Analytical parameters of the analysis software exceeded; reportable results were not generated.

Note that the first “D^b” column shows only 5 and 35 vehicles in the morning. This is the “demand” (number of vehicles). In other words, this analysis *only covers the Cascade / Monster driveway, not the level of service on Route 20* despite the label at the top.

The capacity analysis for the intersection of Route 20 and Old Connecticut Path has the same issue – plus processing errors. The data is for Old Connecticut Path and the driveway at the gas station, not Route 20:

Route 20 at Old Connecticut Path/Gas Station Driveway East															
Errors															
<i>Weekday Morning</i>															
EB L	neg	-	0	A	0	neg	-	0	A	0	neg	-	0	A	0
WB L	165	0.21	10	B	20	175	0.25	11	B	25	175	0.25	11	B	25
NB L/T/R	530	>1.20	>120	F	868	570	>1.20	>120	F	1143	570	>1.20	>120	F	1165
SB L/T/R	6	Err	Err	Err	Err	6	Err	Err	Err	Err	6	Err	Err	Err	Err
<i>Weekday Evening</i>															
EB L	neg	0.00	10	A	0	neg	0.00	11	B	0	neg	0.00	11	B	0
WB L	445	0.52	13	B	78	480	0.66	18	C	128	480	0.67	18	C	130
NB L/T/R	296	Err	Err	Err	Err	321	Err	Err	Err	Err	321	Err	Err	Err	Err
SB L/T/R	15	Err	Err	Err	Err	15	Err	Err	Err	Err	15	Err	Err	Err	Err

In short, Zieff’s traffic report does not contain any analyses of the impact or level of service on Route 20, which is obviously a key factor. A new study should fill this important gap.

How could ATR data in this study be inaccurate?

The accuracy of Automatic Traffic Recorder data depends on the type of detector, the way it is installed and configured, weather, equipment condition etc. PDI used road tubes placed across Route 20, connected to a Jamar ATR. Road tubes have been used for decades to collect traffic data, and are subject to more potential problems than newer radar and LIDAR (laser based) detectors. Data gathered from road tubes can be affected by traffic speed, the exact length of the tubes, exact spacing between the tubes, the exact angle of the tubes vs the roadway, condition of the tubes, proper configuration of the ATR, a mismatch between ATR settings and actual distance between the tubes, etc. As the U.S. Army Corps of Engineers noted in their “best practices” guide:

“There are almost no situations where pneumatic tubes are a best choice. This technology is easy to deploy, but notoriously inaccurate even in well-installed conditions. Crossing a tube at an angle can result in excessive counts; too slowly and it will undercount. Tubes can wear out quickly, resulting in holes that leak air and cause the meter to miss some vehicles. ...The many ways in which errors can occur is the reason why pneumatic tubes are not a good choice.”

(See: Best Practices Guide for Selecting and Deploying Equipment to Meter Vehicular Traffic at USACE Project Site Areas, U.S. Army Corps of Engineers, U.S. Department of Transportation and Volpe National Transportation Systems Center Cambridge, MA)

Low-speed traffic: In addition, road tubes are not accurate with slow, stop-and-go traffic – like the traffic on Route 20 during the morning commute. As the Federal Highway Administration noted in their review, “Does not work well in high volume or slow or stopped traffic.” VehicleCounts, an ATR manufacturer, offers the best explanation:

“You cannot collect accurate classification data with a hose-based counter at low speeds, so attempting to collect vehicle classification data should be avoided in these situations.

Calculating the speed and spacings at lower speeds is a problem because vehicles can easily be slowing or speeding up at quite a high percentage of the speed they are traveling at, so the two sets of tires may be at quite different speeds when they cross the hoses, making axle spacing calculations inaccurate.

An additional problem at these lower speeds is that there will be a lot more "noise" on the hose (especially when you are down closer to 5mph), because the tires will be on the hose longer there will actually be more air pulses bouncing around in the hose.” (See: www.vehiclecounts.com/low_speed)

ATR manufacturers highlight this problem in their user guides and recommend against collecting traffic data with road tubes in stop-and-go conditions. For example:

- IRD:** “If speed or vehicle classification data (which is dependent on accurate speeds) are collected, the site should be at a location where vehicles travel at a nearly constant speed...”
- Jamar:** “For the best results, do not install the tubes in a location where traffic will be queueing up and stopping on the tubes...”
- Peek:** “Look for free flowing traffic traveling at a consistent speed. The minimum vehicle speed at the site should be 15 mph.”
- Diamond:** “Choose a spot preferably on a straight, flat roadway with free flowing traffic between 10mph and 70+mph...”
- Metrocount:** “Select roads where most traffic is travelling at a constant speed across the tubes. If possible, avoid sites where vehicles are accelerating / decelerating due to bends, steep inclines, traffic signals or intersections. Try to avoid sites where vehicles stop over the tubes.”
- VehicleCounts:** “Set the hoses as far from intersections as practical...back far enough that vehicles are not stopping on the hose, or accelerating, or decelerating (big problem at slow speeds).”

The Jamar ATR and low speeds: Jamar, the manufacturer of the ATR used in Zieff’s study, explains that their product can be used to *count* vehicles at low speeds, e.g. in parking lots – but the ‘dwell’ (DT) setting must be changed to match the speed of traffic:

“... the DT is typically set at 20 to 40 milliseconds for normal traffic, as this will cover most speeds. Speeds from idle to 10 mph will require the DT setting to be increased. When recording traffic in a very low speed situation, use a DT setting of 200 to 300 milliseconds to avoid double counting. Whenever you adjust the DT setting, we recommend that you watch the TRAX as a few vehicles are recorded to be sure the TRAX is recording correctly.

NOTE: Be sure to reset the DT setting once you have finished your low speed counting. Using an incorrect DT setting for normal speed traffic will produce incorrect data.” (See: JAMAR Apollyon User Manual, Appendix 1)

The DT / dwell setting can be set for slow speeds or normal traffic – but not both; this is a binary either-or choice. In other words, the ATR used in this study cannot accurately record data on Route 20 in Wayland where vehicle speeds vary from stop-and-go to 35 mph.

Why is data accuracy important? As the Florida Department of Transportation noted, “Regardless of the tool used, the outputs from the traffic analysis will be no better than the accuracy of the data used in the analysis.” The ZBA and Wayland citizens cannot rely on the accuracy of the data in this study or the analysis it contains.

Conclusions:

- 1: The data in this traffic report was not collected using equipment suited for this type of traffic, and contains significant errors. Data errors undermine the accuracy of the analyses and conclusions. The analyses contain errors and did not include the level of service on Route 20. Significant traffic issues were not included. The peer review did not catch these errors and omissions. As a result, Wayland cannot rely on this study.
- 2: The Wayland ZBA should commission a new, independent and accurate traffic study, which should also include the traffic sources and issues 1/4 mile to the west of the site, impacts on Pine Brook Road and Plain Road, and level of service analyses of Route 20. This study should use a radar / LIDAR-based system to collect accurate vehicle data at the range of speeds typical in this area, including stop-and-go. The data quality control process must be more thorough and documented.

Appendix

1. ATR manufacturer recommendations for road tube site selection and configuration:

Jamar Apollyon User Manual, Appendix A-7 and A-8

Diamond Traffic Products User Guide, page 3

IRD Operator's Manual, page 3-1

Peek Traffic ADR Plus Operating Manual, page 81

MetroCount Operator Guide, page 4

VehicleCounts Setting Up for Low Speeds (documentation is web based)

2. Best practices and standards:

US Army Corps of Engineers: Best Practices for Metering Vehicular Traffic, page 31

US Department of Transportation: Best Practices Guide, page 10

Federal Highway Administration: Traffic Monitoring Guide (web-based)

ASTM Standard 1957-04, page 1

Low Speed Data Collection

The default settings of the TRAX are designed to accurately collect traffic data at speeds ranging from 10 to 70 mph. In these situations, data can usually be collected without making any adjustments to the settings of the TRAX.

However, the TRAX Apollyon is capable of recording vehicle data with a high degree of accuracy from as low as idle speeds to 10 mph. If you are attempting to collect data at locations where speeds will be very low (such as driveways and parking lots), adjustments should be made to compensate for the speed of the vehicles being recorded. The following guidelines should be used for these applications.

Dead Time (DT)

When recording traffic with road tubes, there is always the possibility that the tires from each side of an axle will hit the tubes a fraction of a second apart, either from the road tubes being slightly angled or from the vehicle being slightly angled as it hits the tubes.

The Dead Time setting is used to keep these extra hits from showing up as additional volume in the data. This setting allows you to set a specific time in the TRAX when it will not accept a new pulse from the road tube after it has just received a pulse. At normal traffic speeds, the time from one tire of an axle hitting the tube to when the other tire from an axle hits the tube is usually just a few milliseconds. However, this time increases the slower vehicles are moving.

In the TRAX, the DT is typically set at 20 to 40 milliseconds for normal traffic, as this will cover most speeds. Speeds from idle to 10 mph will require the DT setting to be increased.

When recording traffic in a very low speed situation, use a DT setting of 200 to 300 milliseconds to avoid double counting. Whenever you adjust the DT setting, we recommend that you watch the TRAX as a few vehicles are recorded to be sure the TRAX is recording correctly.

NOTE: Be sure to reset the DT setting once you have finished your low speed counting. Using an incorrect DT setting for normal speed traffic will produce incorrect data.

Tube Length

The total length of road tubes used in low speed applications should not exceed forty (40) feet. Shorter lengths may be used provided all traffic is travelling at low speeds.

Tube Placement

The TRAX will record a count even if the front and rear tires on only one side of the vehicle passes over the tube. As a result, you may choose to extend the road tube only as far as is necessary to be hit by one side of the vehicle.

The above rules may be varied slightly since each tube installation for low speed traffic counting is unique. The tube length and DT may be adjusted to fit your specific parameters. Once you have decided on your settings, monitor incoming data to ensure accuracy.

With low speed data collection, we recommend that data be collected in the Basic mode. This allows you to make further adjustments in the TRAXPro software once your data has been downloaded.

C

Selecting Your Count Site Location

- **Location:** Choose a spot preferably on a straight, flat roadway with free flowing traffic between 10mph and 70+mph. Diamond air switches will work consistently down to 6mph and to over 100mph and beyond.
- **Speed Consideration:** Vehicles traveling faster than 70mph especially trucks will cause the road tube to slap or bounce excessively on the road surface. At speeds in excess of 60mph we highly recommend taping the road tube every 10 feet to the road to prevent road tube bounce.
- **Road Surface Condition:** Avoid rutted and potholed roads. They cause the road tube to slap and could cause the counter to double count. Consider the quality of pavement you are driving nails into, if it is poor, then your nails or tape may not stay in place for the duration of your study.
- **Problem Locations:** Stay away from traffic signals and other places where cars are likely to stop, drastically slow down or speed up. If you count the legs of an intersection, counting the outbound lanes will work better. If you must count the inbound lanes, place road tubes where traffic is moving at least 7 mph (ex: midblock placement). Likewise, hills and off ramps can be counted, but take precautions to prevent the tube from being rolled or pulled down the road causing tears in the tube and inaccuracy in speed calculations. Use road tape to secure the tube in each lane to the road surface for best results.

3.2 SITE SELECTION

Site selection is one of the most important factors in obtaining accurate counts.

If speed or vehicle classification data (which is dependent on accurate speeds) are collected, the site should be at a location where vehicles travel at a nearly constant speed, i.e. away from controlled intersections, sharp curves (including intersections or on interchange ramps), posted speed changes, construction, etc.

For pneumatic road tube axle sensors, rutted pavement will cause inaccuracies in traffic counts because of slapping of the road tubes against the surface. Try to find a section of road with a uniform cross sectional profile.

Traffic counters should be secured to a large fixed object such as a signpost or light standard.

Chapter 12 : Roadtube Arrays

Site Selection

Location, Location, Location

No matter what sensors you are using, the most important thing in collecting **good data** is to pick a **good location** beforehand. Intersections, curves, hills and valleys, turning lanes and passing lanes are to be avoided in the selection of a good data collection site. Vehicles should be traveling straight and true at a constant speed as they cross over the roadtubes you have installed. Bumps, cracks, loose gravel or dirt, bridges, culverts or any area where the driver has any reason or desire to change lanes, speed up, slow down or stop, should be avoided in site selection.

How to Select a good location.

- Look for free flowing traffic traveling at a consistent speed.
- The minimum vehicle speed at the site should be 15 mph.
- Avoid sites at or near intersections.
- Avoid sites where the road curves or lanes merge.
- Avoid sites where vehicles will change lanes or speeds.
- Stay away from driveways, pot holes and water.
- Find a smooth and paved section of road that is free of bumps.



Site selection

The quality of your traffic data can be affected by a number of site characteristics. While some conditions are unavoidable, here is a list of points to consider when selecting a survey site:

- Select roads where most traffic is travelling at a constant speed across the tubes. If possible, avoid sites where vehicles are accelerating/decelerating due to bends, steep inclines, traffic signals or intersections.
- Try to avoid sites where vehicles stop over the tubes.
- Ensure that traffic runs perpendicularly to the tubes. Avoid sites where vehicles will turn across the sensors.
- Minimise single tube hits by avoiding excessive swerving or lane changing.
- Ensure there is a suitable point for securing the unit, such as a post or tree.

Setting Up For Low Speeds

For the sake of putting a number to it you can think of "low speed" as speeds under 15 MPH, but that is just a rule of thumb -- there really is no specific speed where these rules all of sudden need to be followed, just keep these in mind for anything you may consider low speed.

The biggest factor that causes problems at lower speeds is actually a constant speed (remaining at a speed while crossing the hoses). At lower speeds vehicles tend to change speeds much more quickly, especially in terms of the vehicles overall speed... a vehicle that increases speed from 5MPH to 6MPH is a 20% speed increase, whereas the difference of a vehicle changing from 50MPH to 51MPH is only a 2% speed increase. And at lower speeds the vehicle can more dramatically change speed in the few feet between tires, especially when slowing.

It is fairly common to want counts in many low speed situations. These are not the most ideal situation to collect accurate counts with hose-based counters, so you will have to take some special steps to get the most accurate counts. If you follow these guidelines you should be able to collect usable count data. Note: You cannot collect accurate classification data with a hose-based counter at low speeds, so attempting to collect vehicle classification data should be avoided in these situations.

For low speeds what you will want to do is just get the total vehicles passing by since the counter will have a tough time getting accurate classifications at those low speeds. Calculating the speed and spacings at lower speeds is a problem because vehicles can easily be slowing or speeding up at quite a high percentage of the speed they are traveling at, so the two sets of tires may be at quite different speeds when they cross the hoses, making axle spacing calculations inaccurate.

An additional problem at these lower speeds is that there will be a lot more "noise" on the hose (especially when you are down closer to 5mph), because the tires will be on the hose longer there will actually be more air pulses bouncing around in the hose.

So, to get the total vehicles passing at these low speeds, you will need to play with the "dwell" setting (one of only a handful of settings you will see after you download the data). You will keep both A and B dwells the same value. The dwell is the amount of time (in milliseconds) to ignore any further "hits" on a hose before it will start seeing hits again... at low speeds we recommend you set this up at 1000 (1 second) or higher... perhaps several seconds so you can be sure all axles (including any trailers) have also passed over. Some time that is shorter than the normal spacing between vehicles, but long enough for an entire vehicle to pass over the hoses. You would then edit your "Axle Correction Factors" to divide by 1 (instead of the normal divide by 2) since you will have just 1 hit for each vehicle.

In this scenario, you won't set your hoses out with any specific spacing, you would set one hose across one lane and the other hose across the other lane (if you have a median), or you would set it up as a short hose/long hose (a short hose across one lane, ending in the center of the road, and the longer hose across both lanes). Either of these two counts-only setups will give you directional (lane) data.

Finally, you will want to choose a location to set up your hoses where vehicles will not be stopping (including parking) on the hose. Apart from the obvious problem of passing vehicles not being seen due to another vehicles tires being on the hose, you may also have extra air pulses that bounce around in the tubes after the vehicle's tire leaves the tube (causing an additional hose hit to be recorded). This will cause a higher vehicle count than what actually occurred.


Quick summary

- You cannot collect accurate classification data at low speeds, attempt to collect counts only.
- Set dwells to a high value, one or more seconds (1000+ ms) in length, to attempt to get only one "hit" per vehicle.
- Set your "Axle Correct Factors" to a value of 1, to indicate there is 1 hit per vehicle.
- Avoid setting up the hoses in a location where vehicles will stop on the hose.

US Army Corps of Engineers: Best Practices for Metering Vehicular Traffic

With technical support from U.S. Department of Transportation and Volpe National Transportation Systems Center

Page 31



	Inductive Loops [Sections 2.1, 3.1, 4.1]	Magnetometers [Sections 2.1, 4.2]	Pneumatic Tubes [Sections 1.3, 2.1, 3.2, 4.3]	Breakbeams [Section: 2.1, 3.3, 4.4]	Infrared Focused Beams Sections 2.1, 4.5]
One-way roads (or roads with medians)	●	●	●	●	●
Two-way roads (no medians)	●	●	●	●	●
Roadside parking	●	●	●	●	●
Traffic stops at meter	●	●	●	●	●
Effect of pedestrians on the accurate counting of vehicles	●	●	●	●	●
Very wide roadways	●	●	●	●	●
Curved roadways	●	●	●	●	●
Dirt or gravel road	●	●	●	●	●
Slow moving traffic	●	●	●	●	●
Winter operation	●	●	●	●	●
Tailgating traffic	●	●	●	●	●
High speed traffic	●	●	●	●	●
Vandalism (secure meter housing used)	●	●	●	●	●
Initial cost (equipment only)	●	●	●	●	●
Cost or effort to install	●	●	●	●	●
Effort required to configure and test	●	●	●	●	●
Cost or effort to maintain	●	●	●	●	●



Legend:	● Good Choice
	● Can work, but challenges exist
	● Not a good choice

2.3.2 Stop-and-Go Traffic

Traffic data collection in stop-and-go traffic conditions was identified as a major challenge. Stop-and-go traffic often results in volume and classification errors due to equipment limitations. Detectors that work on vehicle presence detection fail under these situations, resulting in erroneous data.

2.3.3 Congestion

Similar to stop-and-go traffic, heavy congestion or high-volume traffic precludes reliable classification. For example, in congested traffic, the class tables provided by the vendors frequently fail to determine whether four counted axles represent two cars or one truck. It is also difficult and unsafe to install and remove data collection equipment under such traffic conditions.

Note: Road tubes detect vehicle presence, as described in 2.3.2

Federal Highway Administration: Traffic Monitoring Guide

Source: www.fhwa.dot.gov/policyinformation/tmguidetmg_2013/traffic-monitoring-theory.cfm

TABLE 1-2

STRENGTHS AND WEAKNESSES OF COMMERCIALY AVAILABLE SENSOR TECHNOLOGIES FOR MOTORIZED TRAFFIC

Technology	Strengths	Weaknesses
Air switch/ Road tube	<ul style="list-style-type: none">○ Common standard for obtaining axle count and classification in portable applications○ Mature, well-understood technology	<ul style="list-style-type: none">○ Installation may require lane closure○ Does not detect vehicle overall length○ Does not work well in high volume or slow or stopped traffic



Designation: E 1957 – 04

Standard Practice for Installing and Using Pneumatic Tubes with Roadway Traffic Counters and Classifiers¹

4.1.1 Select a relatively straight and smooth section of roadway with free flowing traffic throughout the duration of the data-collection session. For example, in selecting the roadway section, attention should be given to avoiding proximity to driveways and intersections. The availability of a place to anchor the traffic recording device is also important.

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
Jane Shulman-Griffin
Lisa & Stephen Breit
Amelie Gubbels
Ray & Lucille Nava
Nancy Boyle
Kathy Heckscher
Tejal & Avi Shetty
Laura Wung & Erik Thoen
Matt & Alexandra Gill
Joy & Dr. Alfred Viola
Sheila Rosalyn Deitchman
Howard & Ann Cohen
Jennifer Phoenix
William Rothschild, M.D.
Susan Pope
Bettina and Douglas Siegel
Markey & Tom Burke
Marty McCullough

Edward Henry
David & Emily Weinschel
Tom & Lee Raymond
Christopher & Katie Riffle
John & Susan Kadzis
Joseph & Laura Schwendt
Garrett Larivee
Aina Lagor
Colin & Ginny Steel
Angela & Leon Zachery
Susan and Emory Ford
Deborah Stubeda & Whitney Wolff
Richard Shapiro & Penelope Wayne-Shapiro
Rabbi Katy Z. Allen & Gabi Mezger
Janot Mendler de Suarez
Cindy Leonard
Richard & Barbara Stanley
Alison Zetterquist
Elizabeth Gifford
Mai-Lan & Hendrik Broekman
Robert & Michelle Shields
Catherine & Todd Burns
Joanne Tarlin
Matt & Amanda Kosko
Chris Palsho
Karen & Ken Krowne
Adam & Gret West
Scot & Bethany Furlong
Samantha & Justin Huddleson
Stephen Dirrane
Paul Matto
Sarah Ryu

Annabella Jucius
Chris Farrell
Patricia Starfield
Stacia Boyajian
Lynn M. Connelly
Adam & Nicolette Mascari
Larina Mehta
Marie Schaff
Kaushal and Kamine Mehta
Adam Janoff
Chris and Katie Demo
Katherine Bassick
Reagan Beck & Emad Tinawi
Don & Michele Apruzzese
Lana Carlsson-Irwin
Gina & Drew Dallin
Donald Hindley
Peter Bochner
Margaret Ingolia & John Gunshenan
Devon & Haleigh Regan
Gordon Wilkie
Bob & Miranda Jones
Dr. James Burns
Ellen Raja
Dan Ferrick & Patricia Birgeneau-Ferrick
Marty & Bill McCullough
Amanda Ciaccio
Bridget & Ted Bridgman
Sara Sun
Chris & Joan Lynch
Ransom & Carlotta Shaw
Bill Huss
Ginny Redpath

CORRESPONDENCE
11/14

118 Oxbow Road
Wayland, MA 01778

Wayland Board of Selectman
Wayland Town Building
Wayland, MA 01778

October 30, 2017

Dear Lea Anderson and Board of Selectman,

It seems late but I would like to add my comments now in regards to Oxbow Meadows. I am not an abutter - our home is about halfway between Alpine Field and Oxbow Meadows. It is important you know that I was not aware a soccer field was intended to go in there (after many more than 40 trees must be leveled) until a neighbor said to me "do you know....?" Attached is my letter to the Town Crier Editor which expresses my point of view in detail.

Maybe all the amazing people who continue to volunteer their valuable time for the general good of Wayland (like you) knew about this soccer field but I did not and many other neighbors here did not (along with the neighbors in Lincoln).

After doing a little research, I quickly discovered that Oxbow Meadows is part of the Bay Circuit Trail's "Outer Emerald Necklace" and also satisfies the #1 Goal of *Town of Wayland's Open Space and Recreation Plan 2016* which is "Enhance Conservation and Passive Recreation" and "Improve connectivity between Public Open Space Properties," at almost no cost to Wayland. The field was never mowed when I walked the trail in the woods there.

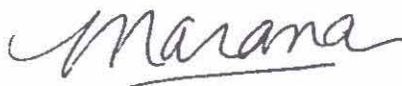
I also discovered that Oxbow Road is designated a "Scenic Road" in Wayland which is why there are no sidewalks and why it is more dangerous walking down this road than it is to walk on a sidewalk. I hope the pedestrian traffic study is done asap (during this soccer season) at Alpine Field on a busy Saturday morning because that will most accurately indicate how dangerous it will be for all the people living on Oxbow Road.

It is most unfortunate for the people living at the 89 Oxbow Road community and other abutters. They were asked in 2009 "during a meeting outside on a rainy day" if they would like a soccer field there and they said "no, we don't want a soccer field." They were told from the very beginning that the land would stay "passive recreation." If you have visited Oxbow Meadow and see the narrow driveway they will have to share with all the soccer parents AND if you have seen all the traffic down Alpine Road to Alpine Field on Saturday mornings - you can only feel sorry for those people who I believe have been completely taken advantage of for many reasons. Trout Brook Road is the only entrance to their homes and parking and their family members will be at much greater risk from traffic accidents.

This seems to me, to be similar to situations I experienced during my volunteer years in Wayland where the influential (including the soccer parents and Park & Rec Commission) bulldoze the not so influential for their own benefit. There are other places to put soccer fields in Wayland, like the piece of land directly across from the existing Alpine Field property.

There is no question that more soccer fields are needed but why should the neighbors at 89 Oxbow Road and those directly across the street have to suffer because all the other soccer fields in Wayland have been so poorly managed?

Sincerely,
Marana Kern



Letter: Wayland at important crossroads

Posted Aug 24, 2017 at 11:16 AM

Updated Aug 24, 2017 at 11:16 AM

TO THE EDITOR:

Our family has three children who graduated from Wayland High School, so we know the great importance of having and maintaining athletic fields throughout Wayland for our many young athletes and how important youth athletics is to everyone in Wayland as it was to my children.

Many people have spent many years of very hard work developing a plan to maintain and repair existing fields and find places for new fields because there is a desperate and immediate need. The Gale Report's "2010 Town-Wide Athletic Field Master Plan" clearly quantifies this.

The 2016 Open Space and Recreation Plan by Weston and Sampson details and emphasizes the importance of both passive and active recreation to the overall long-term strategic land management plan for Wayland.

Presently Oxbow Meadows is considered part of the Bay Circuit Trail and Greenway (baycircuit.org), started in 1929 and described as "Boston's Outer Emerald Necklace" that links parks from Plum Island to Kingston Bay.

Oxbow Meadows now consists of a mature forest, wildflower fields, wildlife, and nature trail in the woods. The 10 acres connects Farrar Pond and Trout Brook, Bay Circuit Trails, and satisfies the objectives of Wayland's Open Space Plan for passive recreation, specifically the goal to "improve connectivity between public open space properties" at almost no maintenance cost to Wayland.

It seems that the Town-wide Recreation Facilities Strategic Plan will soon be released and it is supposed to establish an overall plan for future field development. Shouldn't the Wayland Recreation Department wait for this plan and implement field development efficiently and cost effectively with several fields and parking in one location?

Considering all the issues, wouldn't it be much more cost effective (for short-term field preparation and long-term field maintenance) for Wayland to spend \$400,000-plus on a location with more soccer fields together (possibly synthetic fields that have three times the life of grass fields) instead of building one grass field and 55 parking spaces at Oxbow Meadows?

Marshall-Gary LLC estimates for one smaller size soccer field at Oxbow Meadows have already doubled:

Oct. 25, 2015 (original feasibility study) – \$200,000

Aug. 23, 2016 – \$287,300

Nov. 10, 2016 – \$399,700

Wayland seems to be at a very important crossroads. After investing all the past resources for developing the Open Space and Recreation Plan and Town-wide Recreation Facilities Strategic Plan, it is a critical time of opportunity for Wayland to implement the most cost effective field development (including the minimum cost for future maintenance and repair) with several fields in one location, as is the case with all other fields in Wayland, including Alpine Field and Riverview, which have both baseball and soccer fields.

One day, all parents of Wayland schoolchildren like me will be looking for a little more passive recreation area in Wayland where all Wayland residents can enjoy dog walking, jogging, cross-country skiing, snowshoeing and birdwatching. – **Marana Kern, Alex (Class of 2006), Andrew (Class of 2009) and Stephanie Connaughton (Class of 2011), Oxbow Road**

comment added from: Marana Kern

We live about 1/2 mile down the street from Oxbow Meadows so will not be personally affected by the increased traffic there. But the neighbors at 89 Oxbow would have to suffer the consequences of sharing their entrance driveway with all the soccer parents.
Sincerely, Marana Kern

Scenic Roads Regulations



**Town of Wayland
Scenic Roads Bylaw
Excerpt from the Code of the Town of Wayland**

ARTICLE IV, Scenic Roads

[Adopted 5-4-1995 ATM by Art. 32 (Art. 34 of the 1973 Bylaws)]

§ 158-5. Authority and purpose.

- A. Authority. This article is adopted under authority of MGL c. 40, § 15C (Scenic Roads) and MGL c. 40, § 21 and Article 11 and Article LXXXIX, Section 6 of Articles of Amendment of the Constitution of the Commonwealth of Massachusetts.
- B. Purpose. The purpose of this article is to maintain the rural, natural, historic and scenic character of the town's roads (as defined herein). The article ensures that:
- (1) Town roads will be recommended for designation as scenic roads in accordance with the criteria stated in this article; and
 - (2) Trees (as defined herein) and stone walls within the rights-of-way of all designated scenic roads will not be altered without the public hearing required by, nor without following the other procedures set forth in, this article.

§ 158-6. Definitions.

For terms not qualified or defined in MGL c. 40, § 15C (Scenic Roads), the following meanings shall apply for the purposes of this article:

BRANCH -- A living branch that is fully attached to a tree (as defined herein) and that has a diameter of three inches or more 12 inches from the point at which said branch connects to the tree.

CUTTING OR REMOVAL OF TREES -- The removal of one or more trees, trimming of branches (both as defined herein) or cutting of roots sufficient in the Tree Warden's written opinion to cause eventual destruction of the tree.

REPAIR, MAINTENANCE, RECONSTRUCTION OR PAVING WORK -- Any work done within a road (as defined herein) by any person or agency, public or private. Construction of new driveways or alteration of existing ones is included, insofar as it takes place within the road. Construction or alteration of water, sewer, electric, telephone, cable television or other utilities within the road is also included.

ROAD -- The entire legal right-of-way of a vehicular traveled right-of-way in Wayland, including any necessary appurtenances, and including bridge structures, drainage systems, retaining walls, traffic control devices and sidewalks. The right-of-way includes the area on and within the boundaries of the

Scenic Roads

Town of Wayland, Massachusetts Scenic Roads

The Scenic Roads Bylaw can be found in the Wayland Town Code, Chapter 158, Article 5 (§158-5). The purpose of the bylaw is to maintain the rural, natural, historic and scenic character of the town's roads. Scenic Road Bylaws are permitted under Massachusetts General Law Chapter 40, section 15C. In 1974 the Town designated 18 different roads, 21 miles total, as scenic. For more information, visit: http://www.wayland.ma.us/Pages/WaylandMA_Planning/scenicroads

SCENIC ROAD NAME	MILES
------------------	-------

- (A) Oxbow Road..... 1.7
- (B) Shermans Bridge Road... 0.7
- (C) Lincoln Road..... 1.4
- (D) Hazelbrook Road..... 0.3
- (E) Glezen Lane..... 2.3
- (F) Draper Road..... 1.4
- (G) Water Row..... 0.3
- (H) River Road..... 0.7
- (I) Bow Road..... 0.4
- (J) Plain Road..... 2.0
- (K) Claypit Hill Road..... 1.1
- (L) Pelham Island Road..... 2.1
- (M) Millbrook Road..... 0.4
- (N) Pinebrook Road..... 0.4
- (O) Old Connecticut Path..... 1.7
- (P) Rice Road..... 2.5
- (Q) West Plain Street..... 1.1
- (R) Pemberton Road..... 0.5

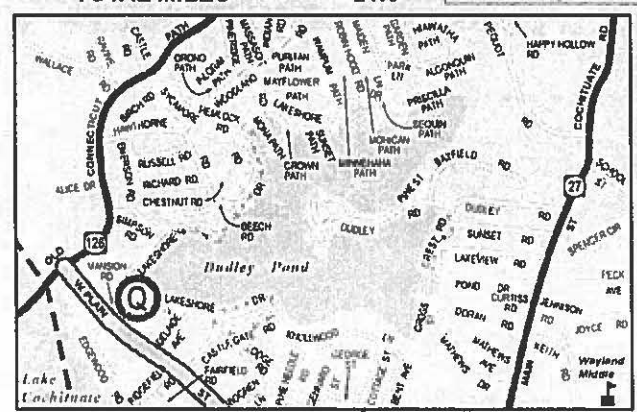
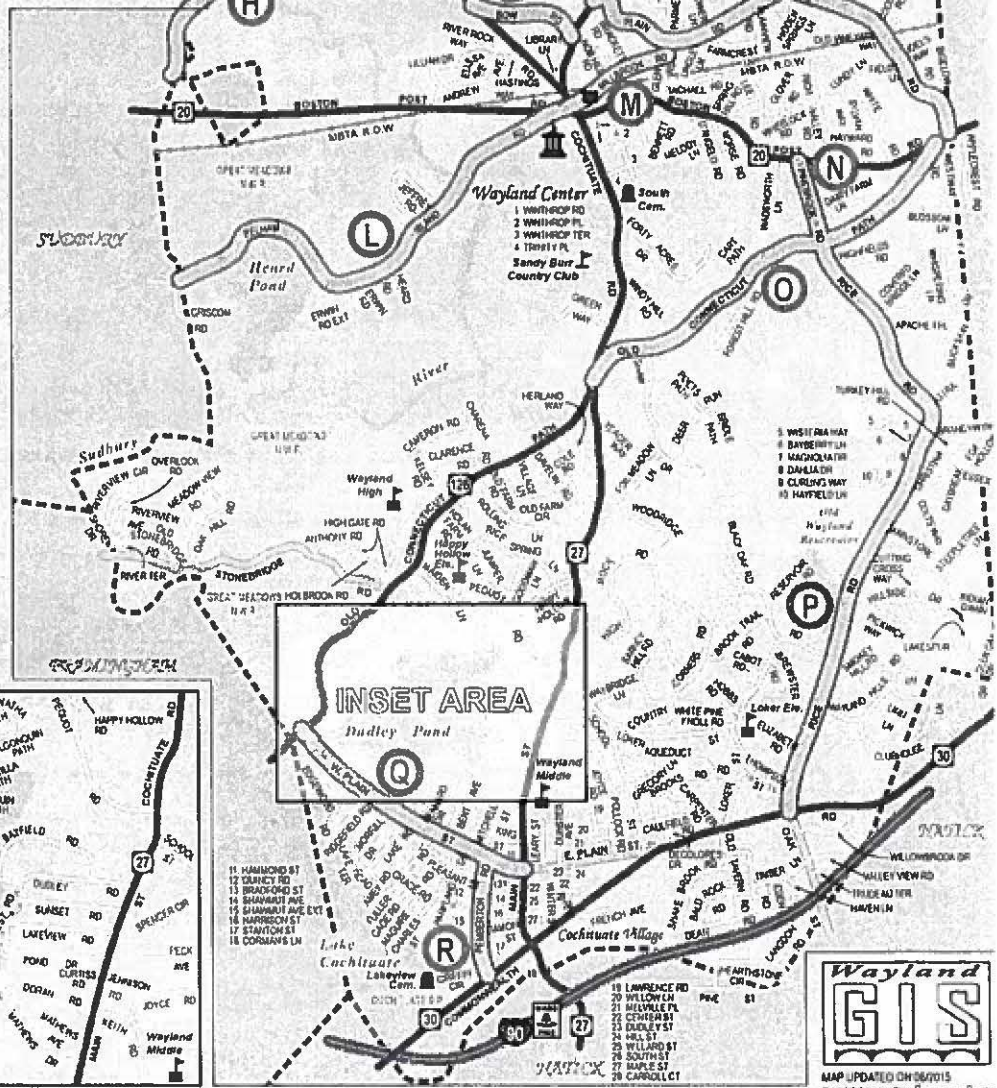
TOTAL MILES 21.0



DISCLAIMER: The information depicted on this map is for planning purposes only. This data is not adequate for legal boundary definition, regulatory interpretation, or conveyancing purposes. For more info, please contact The Town of Wayland Surveying Department at: 41 Cochituate Rd, Wayland, MA 01778, or telephone (508) 358-3654. Town maps are available online, at: <http://www.wayland.ma.us/>

Map Features

- Town Building
- Public Safety Building
- Public School
- Golf Course
- Town Cemetery
- INTERSTATE HIGHWAY
- FEDERAL OR STATE HIGHWAY
- PRIMARY TOWN ROAD
- Dotted line icon"/> SECONDARY TOWN ROAD
- Thin solid line icon"/> UNPAVED OR PAPER STREET
- Thick dashed line icon"/> SCENIC ROAD
- Dashed line icon"/> TOWN BOUNDARY





BAY CIRCUIT ALLIANCE, INC
E-Mail: info@baycircuit.org
Website: www.baycircuit.org

"working to create & sustain a permanent, public recreation trail & greenway linking parks and open spaces in fifty Boston Area communities from Ipswich Bay & Plum Island to the Duxbury/Kingston shore"

The Bay Circuit Trail and Greenway

The Bay Circuit was first proposed in 1929 as an "outer emerald necklace," linking parks, open spaces and waterways from Plum Island to Kingston Bay.

The Bay Circuit idea - a precursor of today's greenway movement - continues to take shape. Focused on a 200 mile corridor of over fifty cities and towns with hundreds of open spaces, the Bay Circuit Trail and Greenway will help make eastern Massachusetts an attractive place to live.

The Bay Circuit Alliance (BCA) was founded in 1990 as a partnership of many land trusts, trail clubs, town and state organizations and individuals to make the Bay Circuit dream come true. In 2012 the Appalachian Mountain Club and The Trustees of Reservations formed a collaboration to lead the Bay Circuit Alliance in the completion, enhancement, and long-term care of the 230-mile Bay Circuit Trail and Greenway.

The Alliance helps local communities establish their portion of the trail through planning and technical assistance. The BCA also maintains contacts with state and federal government representatives and agencies to promote the Bay Circuit concept and consult on corridor-wide trail related issues. For a current list of member organizations, contact the Alliance.

The 230 mile long Bay Circuit Trail (BCT) was proposed by the Alliance as the string to tie the

"jewels" of open space together. It has galvanized much of the effort by volunteers not only to build the trail but to expand the protection of new and existing jewels for all of the people of the region.

Today much of BCT is in place. In one sense it is nearing completion as a continuous path from the north shore to the south shore around Boston; but in another sense, opportunities for protection of more open space, improved routing of the trail, and creation of connector and loop trails in the towns along the Bay Circuit corridor will go on for many years.

Come enjoy the Bay Circuit Trail and our jewels of open space, and get involved in making them even better.

Using the Bay Circuit Guide and Maps

The Index Map shows the overall BCT and locates the detailed maps that apply to the area you may wish to walk, ski, or ride. On the Index Map, red indicates dedicated sections of the trail that are completed, and, in most cases, are blazed. Yellow indicates temporary trail used to bridge gaps or avoid problem areas, and may be blazed. Dashed green indicates proposed trail sections still being developed by local groups. Contact your local trails group or visit the Bay Circuit website to learn the latest on these sections at www.baycircuit.org.

Disclaimer and Cautions: The Bay Circuit Alliance, as the advocate and promoter of the Bay Circuit Trail, expressly disclaims responsibility for injuries or damages that may arise from using the trail. We cannot guarantee the accuracy of maps or completeness of warnings about hazards that may exist. Portions of the trail are along roads or train tracks and involve crossing them. Users should pay attention to traffic and walk on the shoulder of roads facing traffic, not on the pavement, cross only at designated locations and use extreme care. Children and pets need to be closely monitored and under control.

Each detailed map shows overlapping sections of the Bay Circuit Trail. Solid red trail is dedicated trail, dashed red is temporary trail, and open red circles indicate proposed trail. The route of the BCT is described in corresponding text for each map, in the north-to-south direction. In most cases, these plus the trail markings should be adequate to follow the BCT. However, if you are interested in exploring the other trails shown, or in more detailed trail guides to the BCT, we strongly urge you to obtain local trail maps and guides. Those we know of are listed on the *For More Information* page that accompanies each map, along with information on where to obtain them. Trail users who are familiar with topographic maps may find the U.S.G.S. maps helpful. The relevant area maps are listed on each *For More Information* page. Topo maps are sold at REI and EMS stores, and other camping equipment and map stores.

Protected open spaces, the "jewels" of the greenway, are shown in green tint on the maps. Most of the information is from MassGIS but may not be completely up-to-date, as new areas are added from time to time. These open space areas are generally open to the public; but there are exceptions, for example, when areas are closed to protect nesting birds. Please respect posted closings.

Detailed maps are available for many of the larger jewels, especially the State Forests and Parks and properties of The Trustees of Reservations and Massachusetts Audubon. Information on where to obtain these maps is listed under the particular "jewel" and organization. Parking places for three or more cars near trailheads are shown with a "P" in a black box.

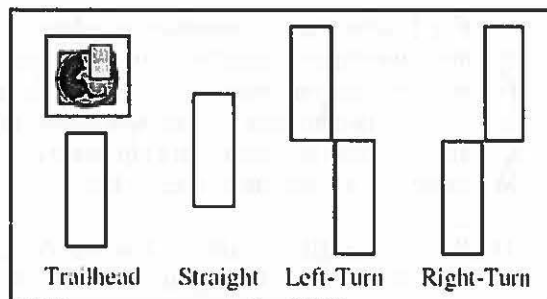
Trail Notices regarding trail problems and closures are posted on the website at www.baycircuit.org under the Explore tab. Please review them for updates to the trail guide and maps.

For trail users with GPS receivers, latitude-longitude coordinates are provided in the guide for trail map points in degrees and decimal minutes (hddd°mm.mmm'). The map datum for the coordinates is WGS 84.

Corrections, additions, and suggestions for improving the maps and associated text are very welcome. Please send your suggested changes to trails@baycircuit.org.

Trail Markings

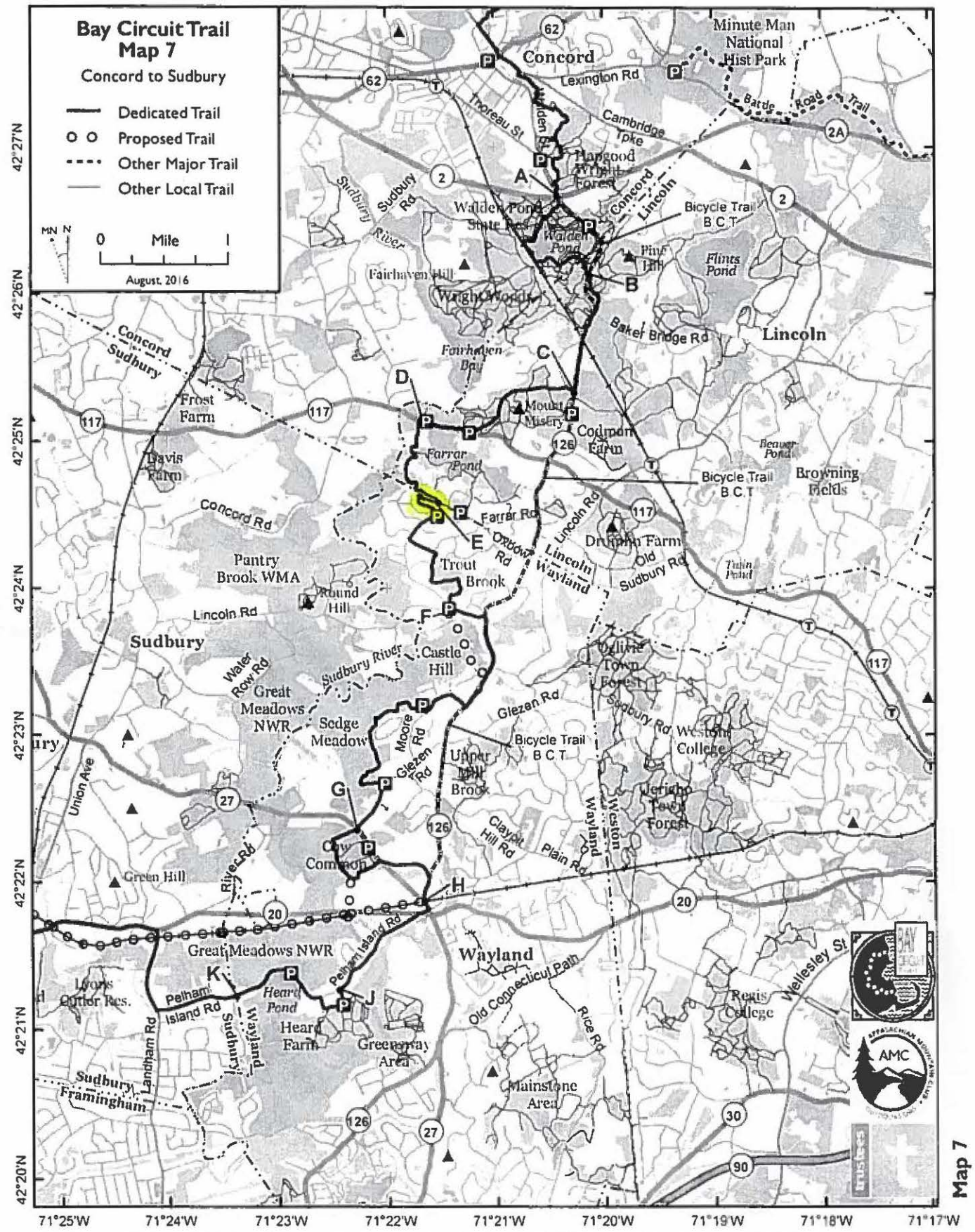
The BCT markings are of two types. At trail heads and road crossings, there is generally a 4"x4" plastic BCT logo like that shown on the top of the previous page. Along the trails white rectangular dollar-bill-sized blazes are painted or nailed to trees or posts, or occasionally painted on the pavement. At turns, two blazes are used, with the upper one offset in the direction of the turn.



Beginning in 2015, the BCT began a transition to new trail markers. Round white aluminum trail medallions showing the BCT logo and arrows designating turns will eventually replace the white plastic blazes. The new markers are being phased in and may be posted on a case-by-case basis to replace damaged, old white blazes. You may also see new markers posted along full trail segments.



Sections along roads may not be marked. Blazing is the responsibility of local trails groups. If



Disclaimer and Cautions: The Bay Circuit Alliance, as the advocate and promoter of the Bay Circuit Trail, expressly disclaims responsibility for injuries or damages that may arise from using the trail. We cannot guarantee the accuracy or completeness of warnings about hazards that may exist. Portions of the trail are along roads or train tracks and involve crossing them. Users should pay attention to traffic and walk on the shoulder of roads facing traffic, not on the pavement, cross only at designated locations and use extreme care. Children and pets need to be closely monitored and under control. Bay Circuit Trail maps are intended for personal use only. Reproduction for commercial purposes is prohibited. © Bay Circuit Alliance



Map 7

point farther along the BCT

- 0.8 At the southern end of the pond the Pond Path turns left. At next trail intersection leave the shoreline, right briefly, then left onto Esker Trail.
- 1.1 Just after Emerson's Cliff Trail, BCT turns right onto fire rd. (Esker Tr continues left to swimming beach, rest rooms, park headquarters, parking lot. Parking fee in summer)
- 1.3 Fire rd reaches Rte 126 and leaves Walden Res.

Lincoln: distances measured. Trail is blazed with white rectangular markers. Double blazes indicate turn in direction of upper blaze

B N42 26.128 W71 20.123

0.0 Cross Rte 126 (*CAUTION: This road is well used and not all drivers observe speed limits*). Hikers join BCT bicycle route coming from Rte 2. Post #15 identifies very short trail into woods perpendicular to Rte 126. Turn right (south) onto trail parallel to Rte 126. Trail crosses esker. After crossing driveway, go thru stone wall and turn right. Tr crosses large conservation field (**North Field**). Cross Baker Bridge Rd. Trail is now paved bike path with blue bike path markers thru **South Field**. Continue south parallel to Rte 126. At the Food Project CSA, stay/bear right off farm road to gain highway sidewalk. Cross RR tracks over Rte 126 bridge.

0.8 Bike path passes service station

C N42 25.330 W71 20.259

- 1.0 Jct of Rte 126 and Old Concord Rd. (trail left goes to **Codman** properties) Use crosswalk 60 ft past (south of) intersection to cross Rte 126 onto paved road. Follow Old Concord Rd 350 ft, passing "Lincoln Cons. Land" sign and a field on left (parking is allowed except Sunday a.m. at St. Ann's Church on Rte 126, just south of Old Concord Rd jct)
- 1.1 Left onto dirt farm rd that borders field. Bikes are allowed. Map is posted here. Continue along tr (farm house on right) toward woods in distance (tr crosses Beech Tree Tr)
- 1.4 Enter woods of **Mt. Misery**. (*Just before BCT enters woods, trail to right goes toward Fairhaven Rd, goes left briefly along rd, and then continues on other side toward Adams Woods*) Go straight onto Kettle Trail, a wide trail thru woods marked by blue bike signs. Ignore intersecting trails. (*At 1.45 Tr left climbs*

up Mt. Misery)

- 1.6 At jct with post marked "F9" Kettle Tr goes right. BCT goes left on tr marked with blue bike signs. Ignore intersecting trails. Pass small pond on left; continue straight. At end of pond, continue straight on path toward parking lot (P=20) (you will hear sounds of traffic on Rte 117 to your left thru this area)
(*South to North hikers note: At parking lot, look for trail sign left of tr. Follow tr toward north side of pond; continue straight on Wolf Pine Tr along north side of pond, then left onto tr with blue bike signs. Right onto Kettle Trail*)
Resume trail at signboard, opposite where cars enter parking lot. Enter woods and bear left (west, do not go up hill) to parallel Rte 117.

D N42 25.137 W71 21.628

- 2.4 Canoe launch parking lot (P=20) marked with large wood sign. Cross Rte 117 just beyond parking lot to access **Farrar Pond**. Enter a private driveway at mailboxes #17 & #19 & #23. Fire lane is posted. (*Bicycles not allowed on this part of trail. Bicyclists should turn left onto paved bike path parallel to Rte 117. Continue to jct with Rte 126, then right on Rte 126 into Wayland.*)
Continue on driveway to Y near houses. At end of driveway and entrance to #17, turn left onto trail between fences; continue along fence (pasture on left). At end of fence, tr goes right around end of Farrar Pond, crossing spillway. Follow wider trail uphill. Turn right at top. Trail ends at pavement
- 2.8 Continue straight along pavement (a driveway for #32 Birchwood Lane). Where driveway joins Birchwood Lane, Turn right onto tr into woods

E N42 24.590 W71 21.527

- 3.4 Turn right into former Nike missile site on stonedust connecting path to Oxbow Yoke Trail in Wayland. (*Instead of right turn, straight for 0.15 mi for small parking area (P=3) on Kettlehole Dr in Lincoln*)

Wayland: BCT logos at trailheads; blazes along trails (some sections not marked). Follow only the BCT blazes and the orange, diamond-shaped Wayland Conservation signs
Distances approximate. Bicycles not allowed on conservation land. Bicyclists should follow route described on preceding page.

E N42 24.590 W71 21.527

0.0 Follow stonedust path to Oxbow Yoke Trail. Go right on the Oxbow Yoke Trail and follow its oval shape counterclockwise, through groves of young pine, avoiding various side-paths that are not of stonedust.

0.5 Parking (P=10) at the trailhead in a dedicated lot (with bench and bike rack) signed as Oxbow Meadows. Continue 200 ft to Oxbow Rd. Turn right on Oxbow Rd.

0.8 Turn left on Campbell Rd.

1.0 At sharp left bend in Campbell Rd, enter gated Water Dept. access rd. on right. Ignore "no trespassing" sign. Tr leaves access rd (right) in 180 ft. Enter Trout Brook conservation area. Tr crosses wetlands and brook on 120ft long boardwalk, then rises and passes thru mature forest in heavily kettle-holed terrain. Some trail jcts are lettered. At trail jct A about 700 feet past brook follow "red" trail straight uphill to jct B. Straight on "yellow" trail thru intersections C, N, and D. Right at K onto "red" tr. Join "yellow" trail at G and follow to M. At jct M bear left on "yellow" tr to jct of Sherman's Bridge Rd, Oxbow, and Alpine Rd (main trailhead for Trout Brook Cons.Area)(P=2)

F N42 23.862 W71 21.430

1.7 Sherman's Bridge Rd (P=2). More parking (P=20) 400 ft south on Alpine Rd and left along playing fields. Go left (east) 0.3 miles to Rte 126.

1.8 At Rte 126, turn right and use sidewalk on east side of road.

2.8 Right onto Moore Rd

3.2 Right on dirt rd just past #52 Moore Rd to parking area for Sedge Meadow conservation area. Take trail to left at kiosk thru Sedge Meadow skirting SE side of field, left at junction and enter then head generally SW thru wetlands, woodlands, and around edges of fields. Tr may be very wet in spring.

4.1 Tr passes a monument describing Sedge Meadow acquisition, then curves west, south, and east to emerge on Glezen Lane at Black Cat Farm cons.area. Parking for several cars (P=5)

5.1 Right onto Glezen Lane to Rte 27. Parking about 0.15 mi to left for Cow Common Conservation Area (P=20)

G N42 22.358 W71 22.284

5.1 Cross Rte 27. Enter Cow Common cons. area. Tr goes west along field, then south along same field. As tr turns east, BCT turns right (south) thru wooded area, over a stream. Continue south across field and into another wooded area. Right at trail jct in woods. Left at next trail junction. (Trail straight ahead is the proposed future BCT route) Exit woods, and cross field to Rte 27.

6.0 Cross Rte 27 diagonally to Bow Rd for 0.4 mile, then right on Concord Rd (Rte 126) thru 17th century historic district to Wayland Depot at Rte 27.

Trail now ends at H. Follow the temporary partially blazed trail to K at the Wayland/Sudbury town line.

H N42 21.870 W71 21.668

6.6 Left at junction with Rte 27, right on Pelham Island Rd, and join Rte 20.

6.7 Cross Rte 20 at crosswalk, go SW on Pelham Island Rd

7.3 Trail crosses Sudbury River.

J N42 21.787 W71 21.734

7.7 Left on Heard Rd to end at Heard Farm (P=12)

7.8 Tr leaves right side of parking lot, enters small clearing in Heard Farm, and cuts across field 0.2 mile to Erwin Rd

8.0 Right on Erwin Rd (dirt rd) about 100 yds; left on Pelham Island Rd, which skirts Heard Pond and enters Great Meadows Wildlife Refuge

8.4 Great Meadows Wildlife Refuge Heard Pond parking area (P=5).

K N42 21.390 W71 22.895

8.9 Wayland/Sudbury town line

Continue on temporary trail in Sudbury (3.4 miles) marked with white blaze. Take Pelham Island Rd for 0.7 mile to end, turn right on Landham Rd for 0.6 mile to Rte 20 in Sudbury, and then turn left to follow Rte 20 west for 2.1 miles to junction with Horse Pond Rd. Continue about 30 yds past Horse Pond Rd, turn left into driveway of Weissblatt Conservation Land (P=10). See map 8.

**Map 7 - Concord, Lincoln, Sudbury,
Wayland, Weston - THE JEWELS**

Great Meadows National Wildlife Refuge -

TOWN OF WAYLAND



DRAFT



CONSERVATION COMMISSION & RECREATION DEPARTMENT

Weston & Sampson

Goal 1 – Enhance Conservation and Passive Recreation

Objective 1A | Improve Trailheads- many trailheads at lands of conservation interest are difficult to find and poorly equipped and there is no reliable source of funding to undertake improvements.

Objective 1B | Improve Parking- at many lands of conservation interest parking is in poor condition, not present, undersized and/or exhibiting poor conditions that make ADA compliance and multi-generational use difficult at best.

Objective 1C | Improve Trail Systems- the quality of trails at conservation properties varies by condition, surface material type and accessibility.

Objective 1D | Hire Full Time Town Staff Person to Oversee all Lands of Conservation Interest- at present, there is no single “champion” charged with the maintenance, care, upkeep, programming and protection of the myriad of diverse properties that make up the unique and expansive Wayland conservation and passive recreation system.

Objective 1E | Establish New Programming for Lands of Conservation Interest- the opportunity to offer more formalized programs related to environmental awareness and protection, hiking, orienteering, birdwatching, photography and other passive outdoor recreational pursuits is immense with multiple town departments collaborating.

Objective 1F | Increase Public Awareness- this can be accomplished in part by addressing Objective 1E and other related initiatives but also by creating a central clearinghouse for all matters related to conservation, with the new land steward to serve as the champion.

Objective 1G | Improve Connectivity between Public Open Space Properties- open space properties encompass a surprisingly large geographic mass encapsulating all areas of town. There are opportunities to provide better connectivity between properties through a variety of means which would provide residents the chance to traverse longer distances with limited disruption.

Objective 1H | New Property Acquisitions- Wayland residents are focused on finding ways to continue protecting their vital environmental resources and adding to the open space network for public use and enjoyment.

Objective 1I | Enhance ADA and Multi-Generational Use of Conservation Lands- as a standalone venture and related to many other initiatives, there is an opportunity to make lands of conservation more conducive to access by residents with physical disabilities and seniors.

Objective 1J | Improve Water Access- the opportunity to launch a kayak or canoe or to fish is dependent on being able to access a particular water body. In regard to numerous ponds and the Sudbury River, access points are not always visible or widely known and there seems to be lots of room for improvement.

THE WREN



SUDBURY
VALLEY
TRUSTEES

OCTOBER 2004



THE BAY CIRCUIT TRAIL: *Boston's Outer Emerald Necklace* By Judy Mack

Judy Mack became a staff member of SVT in 1985 and over the next seventeen years served the organization in a variety of capacities; as newsletter editor, land steward, and as coordinator of volunteers. Since retiring two years ago, Judy and her husband, Will, have continued to be active SVT volunteers. Judy's recent volunteer work includes an extensive and invaluable proofreading and editing of Sudbury Valley Trustees—50 Years of Conservation, authored by SVT founder, George Lewis. We welcome Judy as a guest contributor to this issue of The Wren.

Crisp blue-sky days, brilliant leaves – fall is prime walking season. If you haven't already explored the Bay Circuit Trail, this is a good time to do it. If you know local sections of it, check out some new territory; you have 150 miles to choose from, plus all the trail systems that intersect the Bay Circuit's route.

The Bay Circuit Trail has been a long time coming, but now this outer Emerald Necklace is nearly complete, curving around Boston to link protected open

space from Plum Island in the north to Kingston in the south. First proposed in 1929 by a state commission on the needs and uses of open space, the Bay Circuit took shape in a 1937 plan with maps and text that delineated a corridor and established objectives. These included viewpoints along trails and scenic roadways that would travel a greenbelt of land protected primarily by state ownership. The proposal reflected the visionary thinking of, among others, landscape architect Charles Eliot (1860-1897) and his nephew, Charles Eliot II (1899-1993).

Benton McKaye, father of the Appalachian Trail, produced much of the text and map work.

The Depression and World War II brought an end to any immediate hope of funding the plan, but Charles Eliot II kept the idea alive throughout his long life. In 1956, the legislature formally established fifty towns as the Bay Circuit, but still provided no funding. Finally, in 1984, the Open Space Bond Bill included \$3.25 million for the Bay Circuit program to be directed by the Department of Environmental Management. Most of the money went to purchase Bay Farm, a coastal salt marsh on the Kingston/Duxbury border. The remainder went to twenty-eight of the fifty towns along the circuit as planning grants to encourage incorporation of the Bay Circuit Greenbelt in their open space plans.

When the program died for lack of renewed funding in 1987, the Rivers and Trails Conservation Assistance Program, a community consulting service of the National Park Service, suggested a grass-roots model for the project. They proposed that volunteers in Bay Circuit towns work to create a trail that would link the existing open spaces in the corri-



Hikers at Tippling Rock along The Bay Circuit Trail

(continued on page 6)

November 13, 2017

RECEIVED
NOV 15 2017

Katharine Lord Klein
kklein@k-plaw.com

Daniel J. Bailey, III, Esq.
Pierce Atwood
100 Summer Street
22nd Floor
Boston, MA 02110

Re: Town of Wayland – 11 Hammond Road


Dear Mr. Bailey:

This firm represents the Town of Wayland Municipal Affordable Housing Trust Fund (the “Trust”), which acquired property known as 11 Hammond Road from 150 Main Street, LLC by deed dated September 16, 2017, filed with the Middlesex South District of the Land Court as Document No. 01770783 (Certificate of Title No. 266039) (the “Property”). The Property is located northerly and to the rear of property owned by your client, Washington Street Business Center, LLC, situated at the intersection of West Plain Street and Main Street, which I understand is the site of a CVS store.

I believe you are aware that the Property benefits from an easement (the “Way”), the underlying fee being owned by your client, shown on Land Court Plan No. 12716B, which easement was confirmed by the Land Court in Case No. 11-SBQ-12716-03-001, recorded as Document No. 01585756 on Certificate of Title No. 248169. The Way “is subject to the rights of . . . the owner of the [Property] . . . to pass and repass for all purposes for which ways are commonly used.”

I have examined the site plans for the CVS, and note that a number of encroachments affect the Way that are associated with the development, e.g., parking, curbing and landscaping. The purpose of this letter is to note that, as the owner of the servient estate, Washington Street Business Center, LLC may not unreasonably interfere with the use of the easement by the Trust. At this time, it does not appear that the encroachments significantly impede the rights of the Trust to pass and repass along the Way, and no action is contemplated. Nonetheless, this letter further advises that the Trust does not waive any rights with respect to the Way, and, should the occasion arise, the Trust will take such action as is necessary to protect its rights in and to the Way, including, but not limited to, ensuring that the easement is not encumbered by encroachments that limit its utility to the Trust.

Should you have any questions, please feel free to contact me.

Very truly yours,

Katharine Lord Klein

KLK/jsh
cc: Board of Selectmen
Wayland Affordable Housing Trust Fund
596752/WAYL/0255