



# TOWN OF WAYLAND

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## BOARD OF SELECTMEN

JOHN BLADON  
STEVEN J. CORREIA  
THOMAS J. FAY  
JOSEPH F. NOLAN  
SUSAN W. POPE

### Board of Selectmen Meeting Minutes October 11, 2011

**Attendance:** John Bladon, Steven Correia, Thomas Fay, Joseph Nolan

**Also Present:** Town Administrator F. Turkington, Secretary M. DiNapoli

Chair T. Fay called the meeting of the Board of Selectmen to order at 7:00 p.m. in the Selectmen's Meeting Room and reviewed the agenda for the viewing public. F. Turkington said the next meeting of the Board will be Wednesday, October 19.

**Public Comment** There was no public comment.

**A4. Discussion and Approval of Land Exchange Agreement with Twenty Wayland, LLC, Relative to Easements for Construction of Wastewater Treatment Facility** F. Turkington advised the Board that the land exchange agreement with Twenty Wayland relative to easements for the wastewater treatment facility was still in draft form and will be finalized for a vote at the next meeting.

**A5. Consider and Approve Consent Calendar** J. Bladon moved, seconded by S. Correia, to approve the consent calendar. YEA: J. Bladon, S. Correia, J. Nolan, T. Fay. NAY: none. ABSTAIN: none. ABSENT: S. Pope. Adopted 4-0.

**A6. Review Correspondence** J. Nolan asked for further information on the Massachusetts Historical Commission letter regarding the town center project. J. Bladon noted the increase in calls to the fire department and said there may soon be a need for more resources. F. Turkington distributed details of the Massachusetts Municipal Association trade show in January 2012, an invitation to a Minuteman Legislative Breakfast on November 3, a draft article for Special Town Meeting, and an inquiry from the Director of Youth Services to allow out-of-town residents, who serve as a result of their professional positions, to serve on their committee.

**A7. Report of the Town Administrator** F. Turkington noted a request from a resident to submit an article to Special Town Meeting to purchase 24 & 26 Lakeshore Drive, and said he advised the resident to hold the article for the April 2012 Annual Town Meeting. He reviewed board and committee vacancies and the proposed schedule for a November Special Town Meeting.

**A2. Receive Report from Finance Committee on Discuss Cash Reserves, Status of FY2012 Budget Adjustments, and Recommendation on Free Cash; Selectmen Consider Whether to Call Special Town Meeting** Finance Committee members Cherry Karlson (Chair), Richard Stack, and Bill Steinberg appeared before the Board to discuss cash reserves, budget adjustments, and the petitioners' call for a November Special Town Meeting. C. Karlson distributed three documents for discussion: free cash as a percentage of the operating budget from FY1994 to FY2012; the balances in various town accounts as of the

end of FY2011 and their definitions; and four scenarios, from FY2012 through FY2015, based on the amount of additional free cash that may be appropriated at a Special Town Meeting petitioned by citizens. C. Karlson described the assumptions that the Finance Committee made before preparing its projections, and then discussed the impact of each scenario. She said the Finance Committee considered Scenario B (a FY12 revenue adjustment of \$1 million) and Scenario C (a FY12 revenue adjustment of \$1 million and the application of \$1 million free cash to FY12) to be fiscally responsible, and the committee plans to implement Scenario B, even if the Special Town Meeting article fails. She said the committee found Scenario D (a FY12 revenue adjustment of \$1 million and the application of \$3.5 million free cash to FY12) to be fiscally irresponsible. T. Fay asked if the figures included the release of funds from the overlay account; C. Karlson said the Finance Director suggested using that one-time money towards capital instead of applying it to the operating budget. The Board questioned the assertion by some residents that the total of excess funds approaches more than \$20 million. C. Karlson said the total available balance is approximately \$14 million from various funds. T. Fay noted that the tax rate in Wayland is high due to the quality of service and the best schools, the lack of a commercial tax base, and a commitment to open space.

J. Nolan said the water fund is treated as an enterprise fund for future capital needs. He also asked the Finance Committee if it would adjust its revenue projections in the event that Special Town Meeting voted a large return of free cash. C. Karlson said the Finance Committee would have to review their plans at that point. S. Correia said he is concerned about the level of services in FY12 and FY13, and asked where the Finance Committee is comfortable with free cash. B. Steinberg said 7-9%. F. Turkington noted that due to the lack of flexibility in the structure of the town budget, it is important to maintain a substantial free cash balance. J. Bladon asked about future turnbacks; B. Steinberg said he would recommend using those funds towards capital and pensions. C. Karlson noted the town has OPEB and pension obligations. J. Bladon asked about the effect of the proposals on capital projects. C. Karlson said there are no major building projects in the assumptions, as they would be funded by debt coming off. T. Fay suggested that the water fund be formalized as an enterprise fund at the April 2012 Annual Town Meeting. F. Turkington said a water fund should include a significant balance, given the volatility of water revenues. T. Fay said the petitioners did not specify a monetary amount in their article, and asked if it would be helpful to do so. C. Karlson said the petitioners have been invited to a Finance Committee meeting to discuss appropriate figures. The Board discussed submitting an article of its own for the Special Town Meeting, and the appropriate dollar amount to include.

J. Nolan moved, seconded by S. Correia, to call a Special Town Meeting on Thursday, November 17, 2011, at 7:30 p.m. in the Wayland Middle School Gymnasium, and the warrant for said Special Town Meeting will be open from Wednesday, October 12, 2011, at 8:30 a.m., through Tuesday, October 18, 2011, at 4:30 p.m. In accordance with Chapter 36, Section 36-3 of the Code of the Town of Wayland, all articles for consideration and inclusion in said warrant shall be submitted to the Selectmen's Office in the Wayland Town Building at 41 Cochituate Road, Wayland, Massachusetts, by 4:30 p.m. on Tuesday, October 18, 2011. YEA: J. Bladon, S. Correia, J. Nolan, T. Fay. NAY: none. ABSTAIN: none. ABSENT: S. Pope. Adopted 4-0. J. Bladon moved, seconded S. Correia, that the Board submit an article to the November 2011 Special Town Meeting as follows: To determine whether the Town will vote to amend its vote under Article 6 of the Warrant for the 2012 Annual Town Meeting relative to the Fiscal Year 2012 Omnibus Operating Budget by decreasing the amount to be raised by taxation by \$1,000,000 and increasing the amount to be transferred from the unreserved fund balance of the General Fund by \$1,000,000, without making any changes to the amounts appropriated under said Article 6. YEA: J. Bladon, S. Correia, J. Nolan, T. Fay. NAY: none. ABSTAIN: none. ABSENT: S. Pope. Adopted 4-0. T. Fay thanked the Finance Committee for their work.

**A3. Review Plans for State of the Town Meeting, Including Proposed Agenda** The Board discussed the upcoming State of the Town Meeting in light of the uncertainty as to how the residents wish to address the budget. It was also noted that the Finance Committee will need to focus on the upcoming Special Town Meeting. J. Bladon moved, seconded by S. Correia, to postpone the State of the Town Meeting and set a new date at a later time. YEA: J. Bladon, S. Correia, J. Nolan, T. Fay. NAY: none. ABSTAIN: none. ABSENT: S. Pope. Adopted 4-0.

**A7. Report of the Town Administrator** F. Turkington reviewed upcoming meetings and agenda topics. The Board agreed it is unclear on the purpose of Article 2 submitted by petitioners, and asked for clarification from petitioners and comments from the Board of Assessors and Town Counsel.

**A8. Selectmen's Reports and Concerns** J. Nolan reported on the MMA legislative breakfast last week, and the MWRTA meeting today concerning the discontinuation of the Route 20 bus service. S. Correia described his trip to Yarmouth, Maine, sponsored by the School Committee, to view a school program that provides laptops to all its students.

**A9. Topics Not Reasonably Anticipated by the Chair 48 Hours in Advance of the Meeting, If Any** T. Fay said there were no additional topics.

**A10. Adjourn** There being no further business before the Board, J. Bladon moved, seconded by S. Correia, to adjourn the meeting of the Board of Selectmen at 8:58 p.m. YEA: J. Bladon, S. Correia, J. Nolan, T. Fay. NAY: none. ABSTAIN: none. ABSENT: S. Pope. Adopted 4-0.

**Items Distributed For Use by the Board of Selectmen at the October 11, 2011 Meeting:**

1. Massachusetts Municipal Association 2012 Annual Meeting & Trade Show – January 21-22, 2012, Registration Materials
2. Email dated October 10, 2011, from Minuteman Superintendent Ed Bouquillon inviting Members of the Board of Selectmen to Attend a Legislative Breakfast on Thursday, November 3, 2011, at 7:30 a.m.
3. DRAFT Article for Special Town Meeting regarding Increasing the Amount of Undesignated Fund Balance and Decreasing the Amount of Property Taxes to be Used as Funding Sources for the FY2012 Budget
4. Emails dated October 11, 2011, Relative to Potential Special Town Meeting Article Amending the Charge of the Youth Advisory Committee to Allow Out-of-Town Residents Holding Designated Positions on the Committee to be Appointed and Vote