



TOWN OF WAYLAND

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BOARD OF SELECTMEN
ANTHONY V. BOSCHETTO
EDWARD J. COLLINS
STEVEN J. CORREIA
JOSEPH F. NOLAN

Board of Selectmen Meeting Minutes December 2, 2013

Attendance: Tony V. Boschetto, Edward J. Collins, Steven J. Correia, Joseph F. Nolan (left at 8:45 p.m.)
Also Present: Interim Town Administrator Robert Mercier, Acting Town Administrator John Senchyshyn, Executive Assistant MaryAnn DiNapoli

A1. Announcements; Review Agenda for the Public Vice Chair T. Boschetto called the meeting of the Board of Selectmen to order at 7:02 p.m. in the Selectmen's Meeting Room. He reviewed the agenda for the public and announced that the meeting will likely be broadcast and videotaped for later broadcast by WayCAM.

A2. Public Comment Heidi Heilman, 99 Concord Road, said that although she is a former employee of Wayland Cares, she was appearing before the Board as a taxpayer to urge them to continue the work of Wayland Cares. She reviewed the history of the program and noted the decrease in the use of drugs and alcohol among the Wayland students. She thanked the Board for extending the charge of the Wayland Cares Review Committee to January 2014. Betsy Meindl, 3 Nolan Farm Road, expressed concern about inaccuracies in the report issued by Wayland Cares members. Dianne Bladon, 4 Winthrop Place, said the draft report from the Wayland Cares Committee did not satisfy the committee charge and noted the lack of progress. She said there wasn't enough study or research, and asked the Board to provide the committee with instructions on how to proceed.

A3. Review of Employment Contract and Appointment of Robert Mercier as Part-Time Interim Town Administrator The Board reviewed a draft employment contract for the Interim Town Administrator as reviewed by Town Counsel and the Personnel Board. The Board discussed the use of the title "interim" and the term of the contract. J. Nolan moved, seconded by E. Collins, that the Board of Selectmen (1) appoint Robert Mercier as Interim Town Administrator, effective immediately; (2) enter into and execute the consultant agreement with Robert Mercier attached to this motion as Exhibit 1; and (3) further amend its vote of August 26, 2013, to terminate the Town Administrator's employment contract and appoint an Interim Town Administrator by establishing a term of office for John Senchyshyn as Acting Town Administrator to no more than two days per week effective December 2, 2013. YEA: T. Boschetto, E. Collins, S. Correia, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 4-0. J. Nolan moved, seconded by S. Correia, to adjust the salary of Acting Town Administrator John Senchyshyn to two days per week for a term as long as necessary. YEA: T. Boschetto, E. Collins, S. Correia, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 4-0.

A4. Joint Meeting with the Energy Initiatives Advisory Committee and Finance Committee Representatives to Review the Proposal of the Energy Initiatives Advisory Committee Members of the Energy Initiatives Advisory Committee (Ellen Tohn, Anne Harris, and Tom Sciacca), and Facilities Director John Moynihan, appeared before the Board to review the proposals of the committee. E. Tohn discussed the town's participation in ESCO and provided a series of capital investments that will be offset by future energy savings. She described the contracting with Ameresco as part of a procurement process through the Metropolitan Area Planning Council. E. Collins asked how the list of capital projects was

compiled. E. Tohn said a facilities study was prepared and the list was compiled with input from Ameresco. S. Correia asked how the capital projects tied into the facilities study. J. Moynihan said the facilities audit recommended changes in use and offered alternatives, whereas the ESCO project addresses the capital facilities plan. T. Boschetto questioned the payback figures on the Town Building and Happy Hollow School; E. Tohn said the lengthy payback is due to the replacement of the boilers. T. Boschetto recommended that the committee provide a clear explanation of any payback over twenty years before making the presentation to town meeting. The Board discussed the timeframe, and J. Moynihan said that if authorized by town meeting, projects should begin in June 2014. T. Boschetto asked if the savings would be reflected in the tax rate; J. Moynihan said there is a net zero impact on the tax rate. J. Moynihan said the School Committee has voted its support. The Board discussed the energy and operational savings and the accuracy of the baseline numbers. J. Nolan suggested that a committee report for presentation at town meeting would be helpful. A. Harris said NSTAR is looking for feedback on the sample LED streetlights that had been installed. J. Nolan moved, seconded by E. Collins, to support the installation of LED streetlights by NSTAR. YEA: T. Boschetto, E. Collins, S. Correia, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 4-0.

A9. Review and Approve Consent Calendar (See Separate Sheet) S. Correia moved, seconded by J. Nolan, to approve the consent calendar. YEA: T. Boschetto, E. Collins, S. Correia, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 4-0.

A10. Review Correspondence (See Separate Index Sheet) The Board discussed the Wayland Cares correspondence and asked that committee members be invited to meet with the Board. S. Correia expressed concern about the lack of minutes prepared by some committees, and urged all boards and committees to produce minutes in a timely fashion.

A5. Joint Meeting with the Personnel Board to Review References of Consultants for the Town Administrator Search and Potentially Select a Consultant to Conduct the Search; Discussion of Next Steps in Process The Board met with Personnel Board members Nancy McCarthy, Jessica Green, Phil Schneider, and Maryanne Peabody to continue its discussion regarding the search for a Town Administrator. N. McCarthy reviewed for the Board the references that had been received for the candidates. The Board considered the references and the experience of each candidate. S. Correia thought MMA Consulting had more experience with executive positions and Massachusetts municipalities. E. Collins said his preference was for the Collins Center. N. McCarthy noted that Municipal Resources Inc. had formed several selection panels and had included Town Administrators from other towns; she also noted that they offer transition assistance. J. Nolan and T. Boschetto said they preferred Municipal Resources Inc. The Personnel Board recommended either Municipal Resources or MMA Consulting, and said it was the responsibility of the Board of Selectmen to make the final decision. J. Nolan moved, seconded by S. Correia, to hire Municipal Resources Inc. YEA: T. Boschetto, E. Collins, S. Correia, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 4-0. N. McCarthy said the next steps are to determine the composition of the selection committee, outline a process for community involvement, and approve a job description.

A6. Meet with Mary Antes and Rachel Bratt to Discuss the Housing Trust This agenda item was postponed to a future meeting.

A7. Review Selectmen's Portfolio Assignments and Redistribute Assignments The Board divided the portfolio assignments of former Selectman Doug Leard. J. Nolan was assigned to the Danforth settlement and the Energy Initiatives Advisory Committee; E. Collins was assigned to the Board of Health; S. Correia was assigned to the Council on Aging and Senior Property Tax Relief Committee; and T. Boschetto was assigned to emergency preparedness and public safety.

A8. Vote to Endorse for MDOT Land Damage Agreements for the Route 20 Work J. Nolan moved, seconded by S. Correia, to execute, on behalf of the Town, land damage agreements with the Massachusetts Department of Transportation and accept no compensation for the taking by eminent domain by the Commonwealth of Massachusetts of the parcels of Town-owned land on Boston Post Road shown as Parcel No.'s 3-D-2, 3-D-3, 3-E-1, and 3-E-6 on the Plan entitled "WAYLAND-2012 ALTERATION – LAYOUT No. 8122" (Sheets 2 and 3 of 3), prepared by Carlos Frias, PLS, in connection with the Wayland Town Center Project off-site traffic improvements. YEA: T. Boschetto, E. Collins, S. Correia, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 4-0.

J. Nolan left the meeting at 8:45 p.m.

A9. Review and Approve Consent Calendar (See Separate Sheet) S. Correia moved, seconded by E. Collins, to approve the revised consent calendar with the addition of the invoice from Town Counsel Mark Lanza. YEA: T. Boschetto, E. Collins, S. Correia. NAY: none. ABSENT: J. Nolan. ABSTAIN: none. Adopted 3-0.

A11. Report of the Acting Town Administrator The Board discussed the transition to Interim Town Administrator. S. Correia emphasized the need to hold department head meetings. J. Senchyshyn reported on the recent Special Town Meeting. He said the Electronic Voting Implementation Committee had calculated the need for voting devices accurately, and the use of the screens for visual presentations was very effective. He reviewed the upcoming Board schedule and agenda items.

A12. Selectmen's Reports and Concerns E. Collins said the public comment regarding the Wayland Cares Review Committee was skewed, and noted there is no benefit to having the committee continue in its present manner. He suggested that the Board meet with all five members of the committee. S. Correia agreed that the committee still had work to do, and suggested that the Board clarify their charge. T. Boschetto asked to review the conservation restriction on Lincoln Road.

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

A14. Adjourn There being no further business before the Board, S. Correia moved, seconded by E. Collins, to adjourn the meeting of the Board of Selectmen at 9:04 p.m. YEA: T. Boschetto, E. Collins, S. Correia. NAY: none. ABSENT: J. Nolan. ABSTAIN: none. Adopted 3-0.

Items Included as Part of Agenda Packet for Discussion During the December 2, 2013 Board of Selectmen's Meeting

1. Presentation by Beacon Integrated Solutions, "Energy Saving Performance Contracting Program Review and Update," November 2013
2. Board of Selectmen Portfolio Assignments, May 2013 through April 2014 (Adopted May 6, 2013)
3. Mass Department of Transportation Land Damage Agreement, Parcel 3-E-1

Items Distributed for Information and Use by the Board of Selectmen at the December 2, 2013, Meeting

1. Revised Consent Calendar and Revised List of Public Documents Provided to the Board of Selectmen from November 15, 2013, through and including November 26, 2013, Otherwise Not Listed and Included in the Correspondence Packet for December 2, 2013