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TOWN OF WAYLAND

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BOARD OF SELECTMEN
MARY M. ANTES
ANTHONY V. BOSCHETTO
EDWARD J. COLLINS
CHERRY C. KARLSON
JOSEPH F. NOLAN

Board of Selectmen Meeting Minutes May 19, 2014

Attendance: Mary M. Antes, Tony V. Boschetto, Edward J. Collins (arrived 6:40 p.m.), Cherry C. Karlson, Joseph F. Nolan

Also Present: Acting Town Administrator/Human Resources Director John Senchyshyn, Executive Assistant MaryAnn DiNapoli

A1. Convene in Open Session and Then Enter Executive Session to Discuss Strategy with Respect to Litigation between Twenty Wayland LLC and the Commission and/or the Town of Wayland over Sewer Use Charges, and A2. Continue Executive Session with the Wastewater Management District Commission to Discuss Strategy with Respect to Litigation between Twenty Wayland LLC and the Commission and/or the Town of Wayland over Sewer Use Charges At 6:34 p.m., T. Boschetto moved, seconded by C. Karlson, to enter into executive session pursuant to Massachusetts General Laws Chapter 30A, Section 21(a)(3) to discuss strategy with respect to pending litigation regarding the case of Twenty Wayland, LLC and the Wastewater Management District Commission and/or the Town of Wayland over sewer use charges. The Chair declares that a public discussion of strategy with respect pending litigation regarding the case of Twenty Wayland, LLC and the Town of Wayland and the Wastewater Management District Commission and/or the Town of Wayland over sewer use charges will have a detrimental effect on the litigating position of the Town. Roll call vote: YEA: M. Antes, T. Boschetto, C. Karlson, J. Nolan. NAY: none. ABSENT: E. Collins. ABSTAIN: none. Adopted 5-0. Chair J. Nolan invites attendance by Interim Town Administrator Robert Mercier, Acting Town Administrator John Senchyshyn, Town Counsel Mark Lanza and Executive Assistant MaryAnn DiNapoli., and will be joined in approximately thirty minutes by the members of the Wastewater Management District Commission and Special Counsel Damon Seligson. The Board will reconvene in open session in approximately one hour.

The Board returned to open session at 8:44 p.m.

A3. Call to Order by Chair Chair J. Nolan called the open session of the meeting of the Board of Selectmen to order at 8:44 p.m. in the Selectmen's Meeting Room of the Wayland Town Building and noted the meeting will likely be broadcast and videotaped for later broadcast by WayCAM. He reviewed the agenda for the public. The Board discussed participation in the Memorial Day parade.

A4. Public Comment Linda Segal, 9 Aqueduct Road, said the Planning Board had engaged Ben Gould of CMG Environmental Inc. for the Phase One Site Assessment of the municipal parcel at the town center development, and expressed concern that the Board of Selectmen was not made aware of it.

A6. Change of Manager, Bertucci's Restaurant, 14 Elissa Avenue The Board was joined by Jon Willis, Bertucci's Area Director, and John H. Fradin, the proposed new Manager of the Bertucci's Restaurant in Wayland. J. Fradin reviewed his background; he said he opened the Wayland restaurant as the Culinary Manager and is now being promoted. J. Nolan emphasized the need for staff to have TIPS training and to observe the rules and regulations of alcoholic beverage service. C. Karlson thanked Bertucci's for its support of the community. M. Antes moved, seconded by E. Collins, to approve the application filed by Bertucci's Restaurant Corp., dba Bertucci's Italian Restaurant, for a Change of Manager at 14 Elissa Avenue, Wayland

MA 01778. YEA: M. Antes, T. Boschetto, E. Collins C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

A5. Meet with Information Technology Manager Leisha Simon Leisha Simon, Technology Manager, joined the Board to provide an update on the activities of her department. She provided an overview of technology initiatives, including virtual desktops, mobile device management, online mobile banking, and data center upgrades and wireless upgrades at the Public Safety Building and the Library. She said software projects include a document management system for the office of the Board of Selectmen, Council on Aging program management, Youth and Family Services client management, Human Resources/Finance electronic paystubs, utility billing and asset management. The Board discussed the potential for establishing email accounts for members of the Board of Selectmen and moving to electronic packets. C. Karlson asked for an estimate of the cost involved. M. Antes requested a web-based community calendar. The Board noted that L. Simon was well-respected by the staff and thanked her for approaching new technologies proactively.

A8. River's Edge Project Rebecca Stanizzi, Chair, Economic Development Committee, joined the Board to review several documents in regard to the River's Edge project. The Board reviewed the charge and the advertisement for the River's Edge Advisory Committee. C. Karlson said the first two paragraphs were voted by town meeting, and the remaining text regarding purpose and responsibilities were discretionary. T. Boschetto noted that the charge did not specifically say the committee is involved in the creation of an RFP. The Board discussed whether that was the intent of the charge. J. Nolan suggested adding language that the committee assist in the development of an RFP, consistent with the goals of the town. The Board discussed whether the committee should interview the top bidders, and agreed the Board of Selectmen could review the written proposals and the committee could do the interviews. T. Boschetto noted the importance of taking the time to do it right. J. Nolan asked that the advertisement be revised to match the revised charge. C. Karlson moved, seconded by M. Antes, to approve the charge for the River's Edge Advisory Committee, with edits, and to direct C. Karlson and the Acting Town Administrator to revise and publish the advertisement to match the charge. YEA: M. Antes, T. Boschetto, E. Collins C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

The Board reviewed the remaining Economic Development Committee budget. C. Karlson noted that at the end of the last fiscal year, the unencumbered funds were transferred to the general fund, resulting in the return of \$126,000, which was approved by Annual Town Meeting specifically for the River's Edge project. She recommended that the Board take action to reinstate the funds, and J. Senchyshyn reviewed the Board's options for doing so. T. Boschetto suggested that the remaining funds might be sufficient, and asked for a more detailed accounting. The Board discussed permitting and legal costs and the possibility of going back for another town meeting vote. R. Stanizzi said she would work with the Finance Director and the Interim Town Administrator to quantify the expenses through July 1, 2014. C. Karlson said she would work with R. Stanizzi to review and prepare a draft RFP for Special Counsel. The Board discussed the appeal to the Department of Environmental Protection regarding the access road, and R. Stanizzi said it would not affect the River's Edge site.

A7. Update on Town Administrator Search J. Senchyshyn updated the Board on the Town Administrator search. He said the advertising closed last week, and Municipal Resources Inc. (MRI) is coordinating with David Gutschenritter, Chair, Town Administrator Search Committee, to prepare for interviews by June 23, with an expectation of having final candidates by July 7. The Board discussed the timing of the interviews, and the possibility of giving the candidates a tour of the town or a venue to meet and greet residents. J. Nolan said it is critical to get the work done before the summer vacation schedule begins.

A9. Review and Approve Consent Calendar (See Separate Sheet) E. Collins moved, seconded by M. Antes, to approve the consent calendar. YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

A10. Review Correspondence (See Separate Index Sheet) The Board reviewed the week's correspondence. M. Antes suggested that the Board meet with the Recreation Commission regarding issues raised by the Audit Committee, and also that the Trust Fund Commissioners be invited to a future meeting to provide an update of its funding and activities. J. Nolan thanked Nick Willard for his service on Economic Development Committee and his previous service on the Personnel Board.

A11. Report of the Acting Town Administrator J. Senchyshyn reviewed upcoming agenda items, including a review of Board policies and procedures and the use of town center gift monies. In regard to the Glezen Lane judgement, he said the last set of speed tables has been triggered and will be installed soon. He reviewed a meeting of department directors last week regarding the logistics for the 375th Anniversary parade. He noted that the Town of Sudbury will be sending notice to terminate the intermunicipal agreement regarding the Recreation Director, and will then hire Nancy McShea on a full-time basis. T. Boschetto suggested that the Board look at the overall organizational structure and consider the future of the position. C. Karlson expressed concern about the impact on the operational workload and morale of the staff, and said timing is an issue. The Board argued the merits and drawbacks of changing the current government structure. M. Antes suggested that the Board liaison speak to the Recreation Commission and the Board of Public Works for their input. The Board asked for an update on the hiring of a new DPW Director. J. Senchyshyn said it was moving along well, and Board of Public Works members Mike Lowery and Bob Goldsmith were pleased with the progress. He said he was awaiting more input. J. Nolan said he will reach out to the Recreation Commission and the Board of Public Works to consider the long-term structure; C. Karlson cautioned that the current process should not be undermined.

A12. Selectmen's Reports and Concerns T. Boschetto said Cliff Lewis, Chair, OPEB Advisory Committee, wants to meet with Board of Selectmen and the Personnel Board to discuss the progress and the recommendations of the OPEB Advisory Committee. He said Town Moderator Dennis Berry had requested assistance in finding a representative to the Minuteman Regional School. M. Antes suggested that he contact parents of current Minuteman students. M. Antes provided an update on the activities of the 375th Anniversary Commemoration Committee. She said that she has received a request that the town to repair the town clock in Cochituate at the Methodist church.

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

A14. Adjourn There being no further business before the Board, M. Antes moved, seconded by E. Collins, to adjourn the meeting of the Board of Selectmen at 10:45 p.m. YEA: M. Antes, T. Boschetto, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

Items Distributed for Information and Use by the Board of Selectmen at the May 19, 2014, Meeting

1. Letter of 5/16/14 from C. Peter R. Gossels, to the Board of Selectmen, re: Disposition of Wayland Town Building Property

Items Included as Part of Agenda Packet for Discussion During the May 19, 2014 Board of Selectmen's Meeting

1. Application, 5/12/14, from Bertucci's Restaurant, 14 Elissa Avenue, re: Change of Manager
2. Town Administrator Search, prepared by John Senchyshyn, Acting Town Administrator, 5/15/14, Projected Timeline and Candidate Pool Composition
3. Draft Advertisement for River's Edge Housing Project Applicants
4. Draft Committee Charge for River's Edge Project Advisory Committee
5. Background Information from John Moynihan, Public Buildings Director, re: Preparation of RFP, River's Edge Project
6. Economic Development Committee Budget
7. Table of Contents, Board of Selectmen Policies and Procedures
8. Suggested Uses of Gift Funds gathered by Board of Selectmen, 2006-2008