



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

# TOWN OF WAYLAND

41 COCHITUATE ROAD  
WAYLAND, MASSACHUSETTS 01778

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

## Board of Selectmen Meeting Minutes October 20, 2014

**Attendance:** Mary M. Antes, Edward J. Collins, Cherry C. Karlson, Joseph F. Nolan

**Also Present:** Town Administrator Nan Balmer, Executive Assistant MaryAnn DiNapoli

**A1. Call to Order by Chair** Chair J. Nolan called the open meeting of the Board of Selectmen to order at 7:03 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, and noted the change in the traffic pattern on School Street/Route 30/West Plain Street.

**A2. Public Comment** Dennis Berry, 15 George Street, and Town Moderator, said he will be attending meetings to remind boards and committees to prepare their articles for the 2015 Annual Town Meeting. He said he still looking for a timekeeper. E. Collins noted the letter to the Board from the Wayland clergy asking that the Annual Town Meeting on April 9, 2015, be re-scheduled due to the Passover holiday.

**A3. Meeting with Police Chief Robert Irving for Discussion regarding Change in Traffic Pattern at School Street/Route 30/West Plain Street** Police Chief Robert Irving appeared before the Board to review the new traffic pattern at School Street/Route 30/West Plain Street. He said the advertising and public notifications, via signboards and reverse 911, began on October 2. He said no complaints have been received.

**A11. Review and Approve Consent Calendar (See Separate Sheet)** C. Karlson moved, seconded by M. Antes, to approve the consent calendar with the exception of the executive minutes of April 19, 2013. YEA: M. Antes, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: T. Boschetto. ABSTAIN: none. Adopted 4-0.

**A4. Joint Meeting with Ellen Brideau, Director of Assessing, and Board of Assessors, regarding Third Quarter Tax Bill and Request that the Town Distribute Information to the Public** The Board was joined by the Board of Assessors: Susan Rufo, Jayson Brodie, Molly Upton, David Hill; and Ellen Brideau, Director of Assessing. S. Rufo advised the Board that under the Department of Revenue guidelines, the tax rate for the FY2015 cannot be distributed evenly over the four quarters, resulting in an increase of 8.5% in the third and fourth quarter billing. The Boards agreed on the need to notify the public, and debated the jurisdiction. S. Rufo said the Board of Assessors only has jurisdiction over property assessments, not town appropriations, and asked the Board of Selectmen to implement the town-wide notification to all property owners. C. Karlson moved, seconded by M. Antes, that the Town Administrator and the Director of Assessing implement a townwide notification to all property owners of the third and fourth quarter tax bill increases via a range of media outlets. YEA: M. Antes, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: T. Boschetto. ABSTAIN: none. Adopted 4-0.

**A5. Review and Potential Vote to Recommend to Finance Committee the FY 16 Capital Improvement Projects: IT, Public Buildings, Fire, and Conservation** Leisha Simon, IT Director, presented the FY16 capital budget for IT, which included the Town SAN Enhancement Project (storage hardware) for \$100,000, the Public Safety Building Virtualization project (upgraded storage hardware and

capacity for Watch Guard police videos) for \$30,000, the Library Virtualization Project (upgraded storage hardware) for \$26,000, and a document management system. M. Antes moved, seconded by E. Collins, to support the FY16 capital budget for the IT department. YEA: M. Antes, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: T. Boschetto. ABSTAIN: none. Adopted 4-0. Facilities Director John Moynihan reviewed the FY16 Town Facilities capital budget request. He noted town building painting and repairs, the design for window replacements, a request for \$500,000 for the design of a Council on Aging/Community Center, specialty windows and the removal of an underground storage tank at the library, an above-grade wastewater collection and pump system at the Public Safety Building, and a new septic system and paving at Fire Station Two. C. Karlson suggested that the funding for the design of the Council on Aging/Community Center should be presented as an article rather than a capital expense. C. Karlson moved, seconded by E. Collins, to approve Items 1, 8, 9, 11, and 12 in the five-year capital plan for town facilities, which excludes the town building window replacements and mechanical/electrical improvements, and the Council on Aging/Community Center facility, which will be submitted separately as a warrant article to the 2015 Annual Town Meeting. YEA: M. Antes, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: T. Boschetto. ABSTAIN: none. Adopted 4-0.

**A6. Interview Applicants and Potential Vote to Appoint Members of Economic Development**

**Committee for Three Vacancies with Terms to Expire on June 30, 2015, June 30, 2016, and June 30,**

**2017** Nancy Boyle, Sean Fair and Seth Roman appeared before the Board to interview for the Economic Development Committee. N. Boyle said she has lived in Wayland for 28 years and serves as a member of the Wayland Business Association. S. Fair described his background in private wealth management. S. Roman said he manages fixed income portfolios, and understands what businesses need to prosper. M. Antes moved, seconded by E. Collins, to appoint Nancy Boyle to the Economic Development Committee for a term to expire on June 30, 2015, and to appoint Sean Fair to the Economic Development Committee for a term to expire on June 30, 2016, and to appoint Seth Roman to the Economic Development Committee for a term to expire on June 30, 2017. YEA: M. Antes, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: T. Boschetto. ABSTAIN: none. Adopted 4-0.

**A7. Interview Applicants and Potential Vote to Appoint Members of the Council on Aging/  
Community Center Advisory Committee for Terms to Expire upon the Final Recommendation and  
Report of Committee**

Ken Isaacson, Steve Correia, and Phyllis Jean Milburn appeared before the Board to interview for appointment to the Council on Aging/Community Center Advisory Committee. S. Correia said the Council on Aging was part of his portfolio as a Selectman, and he has been a member of the Friends of the Council on Aging for seven years. J. Milburn said she worked on the five-year master plan review, the Design Review Committee, and the Economic Development Committee. She expressed interest in long-term planning and optimizing community space. K. Isaacson said he was the chair of WayCAM for nine years, and has experience in negotiations, financing, and arranging space needs. E. Collins moved, seconded by M. Antes, to substitute the designated Permanent Municipal Building Committee member for member at large. YEA: M. Antes, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: T. Boschetto. ABSTAIN: none. Adopted 4-0. M. Antes moved to appoint Ken Isaacson, Steve Correia, and Phyllis Jean Milburn as members at large to the Council on Aging/Community Center Advisory Committee for terms to expire upon the final recommendation and report of the committee. YEA: M. Antes, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: T. Boschetto. ABSTAIN: none. Adopted 4-0. C. Karlson moved, seconded by M. Antes, to appoint Carol Martin (Designee of the Finance Committee), Frank Krasin (Designee of the Recreation Commission), Andrew Reck (Designee of the Planning Board), Bill Sterling (Designee of the Council on Aging) to the Council on Aging/Community Center Advisory Committee for terms to expire upon the final recommendation and report of the committee. YEA: M. Antes, E. Collins, C. Karlson, J. Nolan. NAY:

none. ABSENT: T. Boschetto. ABSTAIN: none. Adopted 4-0. The Town Administrator will appoint the ex officio members: Julie Secord, Director of the Council on Aging, and Ben Keefe, Public Building Director.

**A8. Interview Applicants and Potential Vote to Appoint Associate Non-Voting Members of the Energy Initiatives Advisory Committee** Michael Staiti and Corinne Lenk appeared before the Board to interview as associate non-voting members of the Energy Initiatives Advisory Committee. C. Link said she worked on grant applications, and M. Staiti said he is a real estate developer and a solar energy developer. John Harper was not available, but it was noted that he finances clean power projects. M. Antes moved, seconded by E. Collins, to appoint Michael Staiti, Corinne Lenk, and John Harper to the Energy Initiatives Advisory Committee as associate non-voting members. YEA: M. Antes, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: T. Boschetto. ABSTAIN: none. Adopted 4-0.

**A9. Potential Vote to Appoint Member to the Youth Advisory Committee as the Representative of the Clergy for a Term to Expire June 30, 2016** M. Antes moved, seconded by E. Collins, to appoint Reverend Theodore F. Crass to the Youth Advisory Committee as the representative of the clergy for a term to expire on June 30, 2016. YEA: M. Antes, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: T. Boschetto. ABSTAIN: none. Adopted 4-0.

**A5. Review and Potential Vote to Recommend to Finance Committee the FY 16 Capital Improvement Projects: IT, Public Buildings, Fire, and Conservation** M. Antes moved, seconded by E. Collins, to recommend to the Finance Committee the approval of the FY16 capital improvement projects for the IT department, Public Buildings, the Fire Department, and Conservation. YEA: M. Antes, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: T. Boschetto. ABSTAIN: none. Adopted 4-0.

**A10. Approve Amended On-Premises Liquor Licenses for Package Stores to Allow Opening on Sunday at 10:00 a.m. in Compliance with Massachusetts General Laws Chapter 138, Section 15** M. Antes moved, seconded by E. Collins, to approve the opening on Sundays at 10:00 a.m. of the following package stores: Donelan's Supermarkets Inc., Lavins Inc. of Wayland, Post Road Liquors Inc., Eastbrook Inc. dba Sperry's Fine Wine, Brew and Cigars, Wayland Variety & Deli Corporation, and P & P Liquors Inc. dba Wayland Wine and Spirits. YEA: M. Antes, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: T. Boschetto. ABSTAIN: none. Adopted 4-0.

**A12. Review Correspondence (See Separate Index Sheet)** The Board reviewed the week's correspondence. M. Antes noted the request for holiday lighting; J. Nolan said the issues are funding and sensitivity to the diversity of celebration. The Board discussed the transfer of the NSTAR transformer through Wayland. Michael Lowery, Chair, Board of Public Works, said the Board needs to clarify its policy on the placement and type of signs. J. Nolan said that in regard to free cash concerns, the Board is aware of the issue and will incorporate it into the next budget. C. Karlson asked to be kept informed on 40B properties. M. Antes reported on Housing Authority issues.

**A13. Report of the Town Administrator** N. Balmer reviewed the week's events. E. Collins asked that the Community Preservation Committee be placed on a future agenda to discuss funding the Municipal Affordable Housing Trust. C. Karlson asked that the ESCO project for the town building be on an upcoming agenda.

**A14. Selectmen's Reports and Concerns** M. Antes reported on the legislative breakfast on Friday. E. Collins noted the letter to the Board from the Wayland clergy asking that the Annual Town Meeting on April 9, 2015, be re-scheduled due to the Passover holiday. N. Balmer said the Selectmen packets are ready to go

paperless, and asked the members to contact her with their preferences. J. Nolan updated the Board on the regional transportation facility being built in Framingham; he said it will utilize LNG (liquefied natural gas).

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

**A16. Enter into Executive Session pursuant to MGL Chapter 30A, Section 21a(3), with the Wastewater Management District Commission, to Discuss Strategy with Respect to Pending Litigation regarding the Case of Twenty Wayland, LLC and the Town of Wayland; and to Discuss Strategy with Respect to a Pending Action regarding the Glezen Lane Judgment; and to Discuss Strategy with Respect to Pending Litigation and Collective Bargaining, and pursuant to Massachusetts General Laws Chapter 30A, Section 21a (2) to Discuss Strategy with Respect to Contract Negotiations with Nonunion Personnel, and to Review and Consider for Approval and Potential Release the Following Executive Session Minutes Relative to the Said Subjects: September 14, 2011, November 28, 2011, March 5, 2012, March 28, 2012, August 20, 2012, November 5, 2012, January 7, 2013, and May 6, 2013** At 9:18 p.m., J. Nolan moved, seconded by C. Karlson, to enter into executive session pursuant to Massachusetts General Laws Chapter 30A, Section 21a(3), with the Wastewater Management District Commission, to Discuss Strategy with Respect to Pending Litigation regarding the Case of Twenty Wayland, LLC and the Town of Wayland; and to Discuss Strategy with Respect to a Pending Action regarding the Glezen Lane Judgment; and to Discuss Strategy with Respect to Pending Litigation and Collective Bargaining, and pursuant to Massachusetts General Laws Chapter 30A, Section 21a (2) to Discuss Strategy with Respect to Contract Negotiations with Nonunion Personnel, and to Review and Consider for Approval and Potential Release the Following Executive Session Minutes Relative to the Said Subjects: September 14, 2011, November 28, 2011, March 5, 2012, March 28, 2012, August 20, 2012, November 5, 2012, January 7, 2013, and May 6, 2013. The Chair declares that a public discussion of pending litigation and collective bargaining, and the review and consideration for approval and potential release of executive session minutes, will have a detrimental effect on the bargaining or litigating position of the Town. YEA: M. Antes, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: T. Boschetto. ABSTAIN: none. Adopted 4-0. Chair J. Nolan invites attendance by Town Administrator Nan Balmer, Wastewater Management District Commission members Fred Knight, Sam Potter, Rick Greene, Town Counsel Mark Lanza, and Executive Assistant MaryAnn DiNapoli. The Board will reconvene in approximately one hour for the sole purpose of adjourning.

The Board returned to open session at 10:29 p.m.

**A17. Adjourn** There being no further business before the Board, E. Collins moved, seconded by M. Antes, to adjourn the meeting of the Board of Selectmen at 10:29 p.m. YEA: M. Antes, E. Collins, C. Karlson, J. Nolan. NAY: none. ABSENT: T. Boschetto. ABSTAIN: none. Adopted 4-0.

**Items Distributed for Information and Use by the Board of Selectmen at the Meeting of October 20, 2014**

1. Facilities Department, Five-Year Capital Plan
2. Summary of Massachusetts Municipal Association Legislative Breakfast provided by Mary Antes, Board of Selectmen
3. Backup Documentation for the Potential Vote to Appoint Reverend Theodore F. Crass to the Youth Advisory Committee as the Representative of the Clergy for a Term to Expire on June 30, 2016

**Items Included as Part of Agenda Packet for Discussion During the October 20, 2014 Board of Selectmen's Meeting**

1. Memorandum of 10/20/14 from Nan Balmer, Town Administrator, to Board of Selectmen re: Change in Traffic Pattern: School Street/Route 30/West Plain Street, Traffic Engineers Review, Press Release from Wayland Website
2. Memorandum of 10/14/14 from Board of Assessors to Board of Selectmen re: Board Action Requested for FY 15 Tax Bill Increase
3. Memorandum of 10/20/14 from Nan Balmer, Town Administrator, to Board of Selectmen, re: Committee Appointments
4. Résumés of Applicants to the Economic Development Committee
5. Résumés of Applicants to the Council on Aging/Community Center Advisory Committee, and Designees of Boards and Committees
6. Email of 10/3/14 from Doug Goddard, Permanent Municipal Building Committee, re: Appointee to the Council on Aging/Community Center Advisory Committee
7. Résumés of Applicants to become Alternate Members of the Energy Initiatives Advisory Committee
8. Memorandum of 10/20/14 from Nan Balmer, Town Administrator, to Board of Selectmen, re: Liquor License Amendments and Amended On-Premises Forms 43 to Allow Opening on Sundays at 10:00 a.m.
9. Town Administrator's Report for the Week Ending October 17, 2014