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# TOWN OF WAYLAND

41 COCHITUATE ROAD  
WAYLAND, MASSACHUSETTS 01778

BOARD OF SELECTMEN  
LEA T. ANDERSON  
MARY M. ANTES  
ANTHONY V. BOSCHETTO  
CHERRY C. KARLSON  
JOSEPH F. NOLAN

## Board of Selectmen Meeting Minutes April 21, 2015

**Attendance:** Lea T. Anderson, Mary M. Antes, Tony V. Boschetto, Cherry C. Karlson, Joseph F. Nolan  
**Also Present:** Town Administrator Nan Balmer

**A1. Call to Order by Chair** Chair J. Nolan called the open meeting of the Board of Selectmen to order at 7:00 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 welcomed new Selectman Lea Anderson.

**A2. Public Comment** Susan Foster, 23 Old Connecticut Path, said she was upset that some voters had more than one electronic device for voting at the Annual Town Meeting, and said she would recommend to the Electronic Voting Committee that voters sign in and sign out. Board members responded that they understood the problem. Margo Melnicove, 245 Lakeshore Drive, said she was also concerned about the appearance of voter fraud at Town Meeting and asked the Board of Selectman to take the lead in addressing this issue. She suggested the Selectmen send a representative to the Electronic Voting Committee, saying the Selectmen and Town Clerk are responsible for leading the response to this issue. She suggested a meeting with the Police and the Town Moderator about how to respond to proxy voting, such as the confiscation of handsets when it is discovered a voter had more than one handset, inclusion of a notification in the warrant that proxy voting is not allowed, and educating people through an informational insert with tax bills. J. Nolan said the Board was united in its opposition to proxy voting.

**A3. Organization of the Board** J. Nolan said he was honored to have served as Chair, and declined to serve as Chair for the coming year. M. Antes moved, seconded by L. Anderson, to nominate Cherry Karlson as the Chair of the Board of Selectmen. YEA: L. Anderson, M. Antes, T. Boschetto, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0. L. Anderson moved, seconded by C. Karlson, to nominate Mary Antes as Vice Chair of the Board of Selectmen. YEA: L. Anderson, M. Antes, T. Boschetto, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

**A4. Discuss Portfolio Assignments** The Board reviewed a draft list of portfolio assignments. N. Balmer said she will communicate with Board members regarding their preferences and present a revised list at a future meeting.

**A5. Discussion on Annual Town Meeting: Board Comments and Questions** The Board reviewed the 2015 Annual Town Meeting. Members discussed the Moderator's Forum, the problem of proxy voting and block voting (influencing other voters on their voting preference), and the confusion that arose from multiple amendments. The Board encouraged the Town Moderator to provide clarity on what is being voted upon. J. Nolan said the length of Town Meeting was a deterrent to participation. T. Boschetto said debate should be reduced from sixty minutes to thirty minutes. It was suggested that motions be provided earlier, and that the votes by the Board on articles be announced or included in the warrant through the Finance Committee member assigned to each article. The Board asked the Town Administrator to begin planning for the 2016

Annual Town Meeting by contacting the School Superintendent about facility limitations, and the Clergy about religious holidays during April and May. M. Melnicove asked the Board to address proxy voting. The Board agreed to meet with the Town Moderator and the Electronic Voting Subcommittee at a future meeting to determine steps they can take to help repair the system and provide education to the voters.

**A6. Plan Future Meetings** The Board reviewed the dates for future meetings and agreed to the schedule of meetings presented.

**A7. Discussion and Potential Vote to Approve Letter to Minuteman Regional Vocational School District from Board of Selectmen** The Board was joined by Mary Ellen Castagno, the Wayland representative to the Minuteman Regional Vocational School District. T. Boschetto reviewed the procedure for sending the notification of withdrawal; he asked that it be sent certified mail, and also requested that it be sent to representatives of other member communities. The Board recommended detailing financial obligations, including the responsibility for payment on the bonds and the town's rights to the share of the region's assets. J. Nolan moved, seconded by M. Antes, to authorize the Town Administrator to obtain Special Counsel with regard to documents necessary to withdraw from Minuteman. YEA: L. Anderson, M. Antes, T. Boschetto, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0. M. Castagno reviewed the last meeting of the Minuteman School Committee. It was suggested that the Board communicate with State Representative Alice Peisch on this matter. T. Boschetto said he would be happy to meet with her and request that she meet with the Board. J. Nolan thanked M. Castagno for her work as the Minuteman representative.

**A9. Discussion and Potential Vote to Approve the Amended Charge of the Permanent Municipal Building Committee** The Board was joined by Doug Goddard, Chair of the Permanent Municipal Building Committee, to review the amended charge. J. Nolan moved, seconded by M. Antes, to approve the amended charge of the Permanent Municipal Building Committee. YEA: L. Anderson, M. Antes, T. Boschetto, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

**A11. Review and Approve Consent Calendar (See Separate Sheet)** M. Antes moved, seconded by J. Nolan, to approve the consent calendar. YEA: L. Anderson, M. Antes, T. Boschetto, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

**A12. Review Correspondence (See Separate Index Sheet)** The Board reviewed the week's correspondence. M. Antes noted the public hearing for a utility pole, and discussed the need for other poles to be moved for Habitat and the Town Center, as well as the issue of double poles. The Board asked that NStar representative Joanne Leary be invited to address vegetation management. Members reviewed the minutes of the Board of Public Works and requested that they be invited to a future meeting to consider the issues that go across multiple boards. J. Nolan noted the Grand Opening of the MWRTA Operations and Maintenance facility in Framingham

**A8. Hear Comments and Discuss Council on Aging/Community Center Advisory Committee Charge** The Board was joined by Jean Milburn, Ken Isaacson, and Frank Krasin of the Council on Aging/Community Center Advisory Committee. C. Karlson noted the committee did not need to be dissolved because the terms of the members had expired when the committee made its recommendation to the Board. M. Antes reviewed a draft charge, a suggested schedule, and a recap of funding created with Lea Anderson, Bill Sterling of the Council on Aging/Community Center Advisory Committee, and Council on Aging Director Julie Secord. She said she also received input from staff members. She said the first task is to deal with the environmental condition of the land, and the second task is to get the structure through the

Conservation Commission process. The process then includes examining program requirements, holding public forums, and preparing draft articles. At the suggestion of Ben Keefe, Public Buildings Director, it was decided to include a consideration of possible uses for the parcel if a community center is not feasible. L. Anderson said the Town Administrator will appoint the ex officio members. C. Karlson said the main issues of concern at Town Meeting were the environmental impact and whether the municipal parcel would be acquired through lease or purchase. M. Antes said the town currently has a contract with Ben Gould, a Licensed Site Professional (LSP), and was ascertaining whether the existing contract can be amended to provide this additional service. C. Karlson said the town needs to know where the deed restrictions and conveyance issues overlap. M. Antes said the AUL (activities use limitation) has been lifted, but there are still issues to sort through. C. Karlson said the issue of conveyance stays with the Board of Selectmen, and the project planning is the responsibility of the Council on Aging/Community Center Advisory Committee. C. Karlson asked for time to read the draft charge and make suggestions. K. Isaacson asked for assurance that the committee members can gain access to the property. J. Nolan suggested that John Drobinski of ERM New England be consulted in regard to subsurface access. C. Karlson said the staff and the Board will facilitate communication to make sure access is available for testing. She asked the committee members for their feedback on the past year. J. Milburn said the biggest challenge was environmental expertise. She also suggested looking for someone who has worked on the long range planning process. C. Karlson said the new charge will be advertised and new members will be interviewed. J. Nolan suggested making the Conservation Administrator an ex officio member. C. Karlson said the next step is for the Town Administrator to solicit the comments of the committees and Board members, incorporate them into the draft charge, and return to M. Antes and L. Anderson for finalization. C. Karlson thanked the committee members for their work.

**A10. Review and Potential Vote to Approve Open Session Minutes: January 5, 2015, January 12, 2015, February 3, 2015, February 10, 2015, February 17, 2015, February 23, 2015, March 2, 2015, March 6, 2015, March 23, 2015, March 30, 2015, April 6, 2015, April 7, 2015, April 8, 2015, April 13, 2015** M. Antes moved, seconded by J. Nolan, to approve the minutes of January 5, 2015, January 12, 2015, February 3, 2015, February 10, 2015, February 17, 2015, February 23, 2015, March 2, 2015, March 6, 2015, March 23, 2015, March 30, 2015, April 6, 2015, April 7, 2015, and April 8, 2015, as amended. YEA: M. Antes, T. Boschetto, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: L. Anderson. Adopted 4-0-1. It was noted that the minutes of April 13, 2015, were not ready for approval.

**A13. Report of the Town Administrator** N. Balmer updated the Board on IT capital projects, the management of the artificial turf field, the third quarter year-to-date budget, and future agenda items.

**A14. Selectmen's Reports and Concerns** L. Anderson suggested organizing a tutorial regarding the Open Meeting Law. M. Antes said she will contact State Representatives Carmen Gentile and Alice Peisch in regard to setting a date for a ceremony at the State House to hand over the Wayland Town Flag. The Board discussed its electronic policy and its efforts to move forward with the use of tablets by Board members. J. Nolan provided an update on the annual meeting of the 495 Partnership. M. Antes reported on the Legislative Breakfast held on May 8 at the Morse Library in Natick. C. Karlson suggested that the Board consider revising its goals.

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

**A16. Adjourn** There being no further business before the Board, J. Nolan moved, seconded by M. Antes, to adjourn the meeting of the Board of Selectmen at 9:30 p.m. YEA: L. Anderson, M. Antes, T. Boschetto, 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 Meeting of April 21, 2015**

1. Draft Charge of the Council on Aging/Community Center Advisory Committee
2. Draft Letter to Minuteman Regional School Committee from the Board of Selectmen re: Vote to Withdraw

**Items Included as Part of Agenda Packet for Discussion During the April 21, 2015 Board of Selectmen's Meeting**

1. Selectmen's Policy and Procedures, Officer and Meetings
2. Current Portfolio Assignments, Board of Selectmen
3. Calendar of Suggested Meeting Dates for 2015
4. Memorandum of 4/21/15 from Nan Balmer, Town Administrator to Board of Selectmen re: Letter from Board of Selectmen to Minuteman Regarding Town Meeting Vote to Withdraw
5. Charge of the Council on Aging/Community Center Advisory Committee
6. Memorandum of 4/16/15 from John Senchyshyn, Assistant Town Administrator/Human Resources Director, re: Attached Amended Charge of the Permanent Municipal Building Committee
7. Draft Open Session Minutes of January 5, 2015, January 12, 2015, February 3, 2015, February 10, 2015, February 17, 2015, February 23, 2015, March 2, 2015, March 16, 2015, March 23, 2015, March 30, 2015, April 6, 2015, April 7, 2015, April 8, 2015, April 13, 2015
8. Report of the Town Administrator for the Week Ending April 17, 2015