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TOWN OF WAYLAND

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

Board of Selectmen Meeting Minutes September 21, 2015

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

Absent: Lea T. Anderson

Also Present: Town Administrator Nan Balmer

A1. Open Meeting and Enter into Executive Session Pursuant to Massachusetts General Laws Chapter 30A, Section 21(a)(6), to Discuss the Disposition of the Wayland/Sudbury Septage Facility, and to Discuss the Exchange, Lease or Value of Real Estate in regard to the Municipal Parcel at Town Center At 6:32 p.m., C. Karlson moved, seconded by M. Antes, that the Board of Selectmen enter into executive session pursuant to Massachusetts General Laws Chapter 30A, Section 21(a)(6), to discuss the disposition of the Wayland/Sudbury Septage Facility, and to discuss the exchange, lease or value of real estate in regard to the Municipal Parcel at Town Center because a public discussion of the matter may have a detrimental effect on the negotiating position of the Town. Roll call vote: YEA: M. Antes, C. Karlson, J. Nolan. NAY: none. ABSENT: L. Anderson, T. Boschetto. ABSTAIN: none. Adopted 3-0. Chair C. Karlson invites attendance by Town Administrator Nan Balmer, Assistant Town Administrator/Human Resources Director John Senchyshyn, Town Counsel Mark Lanza, and Executive Assistant MaryAnn DiNapoli. The Board will reconvene in open session in approximately thirty minutes.

The Board returned to open session at 7:02 p.m.

A2. Call to Order by Chair Chair C. Karlson 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. C. Karlson said that permission was received to hold the "Pop-Up Park" event at the municipal pad in Town Center on October 17.

A3. Public Comment Linda Segal, 9 Aqueduct Road, encouraged the Board to take the time necessary to ensure that the warrant is fully prepared. Jay Sherry, 18 Pine Needle Road, urged the Board to support the Special Town Meeting warrant article, "OPEB Trust Fund Legislation and Governance." He also expressed concern about the potential of the town joining and then withdrawing from the GIC (Group Insurance Commission), noting that if the town withdraws, employees and retirees would pay no more than 25% of their healthcare premiums. He requested that a consultant review the exit costs of withdrawal from the GIC.

A4. Discuss and Potential Vote to Authorize Expenditure not to exceed \$9,000 for Site Evaluation Survey regarding Conservation Guidelines for Municipal Pad The Board was joined by Bill Sterling, Chair of the Council on Aging/Community Center Advisory Committee, and Ben Keefe, Public Buildings Director. B. Keefe said that CMG Environmental Inc. has proposed reviewing three different theoretical models provided by the committee to evaluate how the models are affected by the requirements of the Conservation Commission. B. Keefe said it is based on the land, not the building structures. He said the work will be done by the end of October so the town will have the information before Special Town Meeting. B. Keefe noted that the evaluation of the structural integrity of the existing building is an additional task. M. Antes moved, seconded by J. Nolan, to authorize the expenditure of funds not to exceed \$9,000.00 in conjunction with the Council on Aging/Community Center Advisory Committee feasibility study for a Site

Evaluation Survey conducted by CMG Environmental Inc. regarding conservation guidelines for the “Municipal Pad.” YEA: M. Antes, T. Boschetto, C. Karlson, J. Nolan. NAY: none. ABSENT: L. Anderson. ABSTAIN: none. Adopted 4-0.

A14. Review and Approve Consent Calendar (See Separate Sheet) M. Antes moved, seconded by J. Nolan, to approve the consent calendar. YEA: M. Antes, T. Boschetto, C. Karlson, J. Nolan. NAY: none. ABSENT: L. Anderson. ABSTAIN: none. Adopted 4-0.

A7. Committee Matters M. Antes moved, seconded by J. Nolan, to dissolve the Cable Advisory Committee. YEA: M. Antes, T. Boschetto, C. Karlson, J. Nolan. NAY: none. ABSENT: L. Anderson. ABSTAIN: none. Adopted 4-0. M. Antes moved, seconded by J. Nolan, to revise the charge of the Senior Tax Relief Committee to extend appointments to staggered three-year terms, and to extend the terms of Linwood Bradford and Pauline DiCesare to three-year terms that will expire on June 30, 2018, and to extend the terms of Joan Bradford and Rebecca MacGregor to two-year terms that will expire on June 30, 2017. YEA: M. Antes, T. Boschetto, C. Karlson, J. Nolan. NAY: none. ABSENT: L. Anderson. ABSTAIN: none. Adopted 4-0.

A5. Joint Meeting with the School Committee to Interview and Potential Appointment to the Youth Advisory Committee of One Candidate to Represent the School Committee for a Term to Expire on June 30, 2017, and One Candidate to Represent the Board of Selectmen for a Term to Expire on June 30, 2016 The Board was joined by the School Committee to interview five candidates for potential appointment to the Youth Advisory Committee. Malcolm Astley, Elisa Elkin Cleary, Stefanie Janoff, Rebecca Lloyd, and Brenda Ross reviewed their backgrounds and their interest in serving on the committee. The School Committee members returned to their meeting and advised they will return with their decision later in the evening.

A6. Interviews and Potential Committee Appointments Carol Glick appeared before the Board to interview for appointment to the Council on Aging/Community Center Advisory Committee. She reviewed her background as an attorney in elder law, her service on the Council on Aging, and her membership on the Board of Bay Path Elder Services. J. Nolan moved, seconded by M. Antes, to appoint Carol Glick to the Council on Aging/Community Center Advisory Committee for a term to expire at the 2016 Annual Town Meeting. YEA: M. Antes, T. Boschetto, C. Karlson, J. Nolan. NAY: none. ABSENT: L. Anderson. ABSTAIN: none. Adopted 4-0.

Randall Moore was not available and will be re-scheduled at a later meeting.

A8. Meet with Special Town Meeting Petitioners The Board was joined by petitioner Alice Boelter, lead petitioner for the article, “Amend Chapter 36 of Current By-Laws (36-1).” She said the article is an amended version of the petitioners’ article that was submitted to the 2015 Annual Town Meeting, and it seeks to have the Annual Town Meeting scheduled later in the spring. The Board was then joined by petitioner Duane Galbi, lead petitioner for the article, “Permanent Municipal Building Committee Involvement in Stone’s Bridge Restoration.” He said his only interest is having the bridge restored correctly, and he would like the Permanent Municipal Building Committee to take on a consulting role. Elisa Scola, Chair of the Historical Commission, said she has no objection; she noted that it is a preservation project and must meet certain standards. It was the consensus of the Board to vote, at its next meeting, that the Permanent Municipal Building Committee oversee the Stone’s Bridge project. D. Galbi assured the Board that he will pass over the article at Special Town Meeting, and confirmed that the Finance Committee can make note of such in their comments for the warrant.

A9. Discussion and Vote Positions on Special Town Meeting Articles The Board deferred action on the article, “Amend FY2016 Budget Funding Sources,” until more information was received. J. Nolan moved, seconded by M. Antes, to support the Special Town Meeting article, “Pay Previous Fiscal Year Unpaid Bills.” YEA: M. Antes, T. Boschetto, C. Karlson, J. Nolan. NAY: none. ABSENT: L. Anderson. ABSTAIN: none. Adopted 4-0. The Board discussed the article, “Amendment to Minuteman Regional Agreement.” J. Nolan asked for a clarification of the costs should the town withdraw. T. Boschetto said the cost is not substantially different, but more importantly, if the town does not withdraw in a timely manner, it will be obligated to pay almost \$1 million in capital costs. He reviewed the cost analysis of the tuition and the debt assessment. C. Karlson advised the Board that a vote on the article was not on the agenda, and must be postponed until the next meeting. N. Balmer reviewed the article, “OPEB Trust Fund Legislation and Governance.” She said Town Counsel and Special Town Counsel have more information regarding the town’s authority to establish a Trust, and suggested that further discussion of the article be rescheduled to the next meeting.

A10. Joint meeting with Representatives of the Personnel Board, Finance Committee, and School Committee to Discuss and Recommend a Move to the Group Insurance Commission and Vote to Elect to Change Health Insurance Under Massachusetts General Laws Chapter 32B, Sections 21-23

T. Boschetto recused himself from debating or deliberating on this issue, as he is a member of the health insurance plan, and left the room at 9:18 p.m.

The Board was joined by John Senchyshyn (Assistant Town Administrator/Human Resources Director), David Watkins (Finance Committee), Barb Fletcher (School Committee), and Jessica Green (Personnel Board). J. Senchyshyn reviewed the potential move to the Group Insurance Commission (GIC), and said he had asked the School Committee and the Finance Committee for its positions on the health insurance proposals. D. Watkins said the Finance Committee would like to see the Board maximize the savings to the town. B. Fletcher said the School Committee favors moving to GIC, due to the savings and uncertainties of the West Suburban Health Group (WSHG). She said the Wayland Teachers Association knows it cannot negotiate, and asked that employees be educated, and that mitigation funds be used to help support the transition. J. Green said that on balance, there are more advantages than drawbacks. She said the town will lose its voice, but the structure of the WSHG is unstable. J. Senchyshyn said the WSHG will meet on September 24 to make a decision on adopting plans that mirror the GIC plans; he said the WSHG will eliminate rate saver plans over time. J. Nolan said he like to get the vote counts from the Finance Committee, the School Committee, and the Personnel Board. J. Senchyshyn said four towns have left the WSHG, and other towns are considering it. C. Karlson said there are many elements to the vote with a tight timeframe. J. Senchyshyn explained the disparity in the WSHG and GIC rates; he said the contribution rates will not change by going to GIC. J. Nolan expressed concern about the issue raised at public comment, that upon withdrawal from the GIC, employees and retirees would pay no more than 25% of their healthcare premiums. J. Senchyshyn said he was not familiar with that provision and would get an opinion from labor counsel. M. Antes asked if it was possible to move to MIIA; J. Senchyshyn said that a move to MIIA would be a collective bargaining issue. The Board took questions from the public. Ed Palmer, DPW worker, asked if the Board was going to vote tonight, and how the vote would affect the contribution rate. J. Senchyshyn said the potential vote is to move forward with Sections 21-23, which only begins the process, and the GIC does not get involved in the contribution rate. Marian Gibbons noted there may be higher deductibles, depending on the plan, and asked the Board to step back and educate the staff. Andy Holland, Fire Captain, asked if J. Senchyshyn has made a recommendation to the Board; he said he has not. Sean Gibbons, police officer, noted that the GIC can choose to discontinue a plan, such as Harvard Pilgrim. M. Gibbons asked about self-insurance. J. Senchyshyn said there is an economy of scale to health insurance that makes self-insurance unaffordable. S. Gibbons asked how many contracts MIIA has, and how long the town has to

decide. J. Senchyshyn said he did not have the information on MIIA. C. Karlson said the town was planning for the future, and after the WSHG meeting this week, will have more information.

J. Nolan said he was not prepared to vote, and that he did not feel he had enough information. M. Antes suggested having more time to educate employees. C. Karlson said implementation can be delayed, but noted the fiscal pressure of town meeting, as the town has an option to save money it should not ignore. C. Karlson suggested communicating with the unions, checking on MIIA, and reviewing the status of the WSHG. Board members discussed the impact of delaying the vote and the advisability of making the decision without the full Board. J. Senchyshyn noted that whatever plans the employees have today, they will not have them two years, no matter what system the town joins. J. Nolan asked that other boards review the matter again and vote their recommendations.

T. Boschetto returned to the meeting at 9:45 p.m.

A9. Discussion and Vote Positions on Special Town Meeting Articles The Board reviewed the article on current year transfers; N. Balmer said the IT budget is still under review and is not included in the article. M. Antes moved, seconded by J. Nolan, to support the Special Town Meeting article, "Current Year Transfers." YEA: M. Antes, T. Boschetto, C. Karlson, J. Nolan. NAY: none. ABSENT: L. Anderson. ABSTAIN: none. Adopted 4-0. The Board was not ready to vote on the article, "OPEB Trust Fund Legislation and Governance." J. Nolan moved, seconded by M. Antes, to support the Special Town Meeting article, "Authorize Procurement and Appropriate Funds for Energy Resiliency Project at the Middle School," as revised by removing sections (a) and (d). T. Boschetto questioned what happened to the original appropriation; C. Karlson said no funds were appropriated at the Annual Town Meeting. YEA: M. Antes, C. Karlson, J. Nolan. NAY: none. ABSENT: L. Anderson. ABSTAIN: T. Boschetto. Adopted 3-0-1. J. Nolan moved, seconded by M. Antes, to support the Special Town Meeting article, "Acceptance of Chapter 71 Section 71E Current Year Transfers." YEA: M. Antes, C. Karlson, J. Nolan. NAY: none. ABSENT: L. Anderson. ABSTAIN: T. Boschetto. Adopted 3-0-1.

J. Nolan reviewed the article, "Seek Special Legislation for Chapter 44 Section 53E ½ Municipal Revolving Fund." He said the Recreation Commission would like to raise the cap to five percent, and will not agree to pay salaries out of the revolving fund. He said it is possible that the surplus funds could be put into a stabilization fund, noting that a town meeting vote would still be necessary to invest in a capital project. A partial enterprise fund; i.e., for the beach, is also possible. He said he would not support the article as it stands. The remaining articles, "Resolution Regarding Surface of Rail-Trail in Wayland," "Appropriate Funds to Update the Open Space and Recreation Plan," "Amend Chapter 36 of Current Bylaws (36-1)," and "Permanent Municipal Building Committee Involvement in Stone's Bridge Restoration" were deferred to the next meeting.

A11. Minuteman Review The Board discussed its response to the request of the Town of Lexington to meet with them regarding the proposed withdrawal from the Minuteman district. T. Boschetto said he will work with N. Balmer to arrange meetings with their counterparts in Lexington. The Board reviewed and edited the letter to member towns about Wayland's withdrawal. T. Boschetto moved, seconded by J. Nolan, that the Town Administrator work with the Chair of the Board of Selectmen to amend the proposed letter as written and send it to corresponding representatives from the member towns of the Minuteman Regional School. YEA: M. Antes, T. Boschetto, C. Karlson, J. Nolan. NAY: none. ABSENT: L. Anderson. ABSTAIN: none. Adopted 4-0.

A12. Review and Comment on Town Administrator Goals The Board reviewed the goals of the Town

Administrator. C. Karlson suggested that they be revised to show what can realistically be accomplished in one year. She said she felt it was missing a more global description of the role of Town Administrator. J. Nolan said the primary role of Town Administrator is to advise the Board of Selectmen and to administer the daily operations of the town. T. Boschetto said that the goals seemed to be more under the purview of the Board; he said the Board has directional goals that drive the Town Administrator's goals. N. Balmer said it would be helpful to hear the Board's priorities. J. Nolan suggested that one goal would be the need for investment and management of IT. C. Karlson suggested the inclusion of personnel issues, such as making the staff feel more valued. T. Boschetto asked if she had consulted with department heads. She said yes, but did not intend to create an action plan. The Board suggested that the goals of the Board of Selectmen and the goals of the Town Administrator be clarified.

A13. Discussion and Potential Vote on Public Hearing and Alcohol Policies The Board reviewed and made edits to the policies on Public Hearings and the Provision and Consumption of Alcoholic Beverages.

A15. Review Correspondence (See Separate Index Sheet) The Board postponed this agenda item until the next meeting.

A16. Report of the Town Administrator N. Balmer said the Council on Aging/Community Center public forum will be held on November 5, 2015.

A17. Selectmen's Reports and Concerns T. Boschetto moved, seconded by M. Antes, to appoint Brenda Ross as its first choice, and Elisa Elkin Cleary as its second choice, to the Youth Advisory Committee to represent the Board of Selectmen for a term to expire on June 30, 2016. YEA: M. Antes, T. Boschetto, C. Karlson, J. Nolan. NAY: none. ABSENT: L. Anderson. ABSTAIN: none. Adopted 4-0. C. Karlson said she is working on the process for the evaluation of the Town Administrator, and the compilation of the outstanding executive session minutes. M. Antes presented the payment in lieu of taxes from the Housing Authority.

A18. Topics Not Reasonably Anticipated by the Chair 48 Hours in Advance of the Meeting, If Any
The Chair said, "I know of none."

A19. Adjourn There being no further business before the Board, T. Boschetto moved, seconded by J. Nolan, to adjourn the meeting of the Board of Selectmen at 11:30 p.m. YEA: M. Antes, T. Boschetto, C. Karlson, J. Nolan. NAY: none. ABSENT: L. Anderson. ABSTAIN: none. Adopted 4-0.

Items Distributed for Information and Use by the Board of Selectmen at the Meeting of September 21, 2015

1. Letter of 9/10/15 from CMG Environmental Inc. to Board of Selectmen re: Engineering Services for Site Redevelopment, "Municipal Parcel" Portion of Wayland Town Center
2. Chart, 9/21/15, of Minuteman Costs/Tuition and Debt Assessment prepared by T. Boschetto

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

1. Memorandum of 9/21/15 from Ben Keefe, Public Buildings Director, to Nan Balmer, Town Administrator, re: Update from Public Building Director
2. Memorandum of 9/18/15 to Board of Selectmen re: Appointment to the Youth Advisory Committee

3. Memorandum of 9/18/15 to Board of Selectmen re: Appointments to the Council on Aging/Community Center Advisory Committee and the Audit Committee
4. Memorandum of 9/18/15 to Board of Selectmen re: Committee Matters
5. Memorandum of 9/21/15 from Nan Balmer, Town Administrator, to Board of Selectmen re: Special Town Meeting Articles
6. Memorandum of 9/21/15 from John Senchyshyn, Asst Town Administrator/HR Director, to Board of Selectmen re: Discussion and Potential Vote to Accept M.G.L. Sections 21-23
7. Memorandum of 9/21/15 from Nan Balmer, Town Administrator, to Board of Selectmen re: Minuteman
8. Memorandum of 9/21/15 from Nan Balmer, Town Administrator, to Board of Selectmen re: Town Goals, Town Administrator's Priority Objectives and Actions
9. Memorandum of 9/21/15 from Nan Balmer, Town Administrator, to Board of Selectmen re: Public Hearing Policy
10. Memorandum of 9/21/15 from Nan Balmer, Town Administrator, to Board of Selectmen re: Revised Liquor License Policy
11. Town Administrator's Report for the Week Ending September 18, 2015