



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

# 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 October 19, 2015

**Attendance:** Lea T. Anderson, Mary M. Antes, Tony V. Boschetto (arrived 6:53 p.m.), Cherry C. Karlson, Joseph F. Nolan

**Also Present:** Town Administrator Nan Balmer

**A1. Open Meeting and Enter into Executive Session Pursuant to Massachusetts General Laws Chapter 30A, Section 21(a)(3) to Discuss Strategy with Respect to Pending Litigation Between Moss and Borner v. Lingleys and the Town of Wayland Regarding "Crown Path;" and, Pursuant to Massachusetts General Laws Chapter 30A, Section 21(a)(6), to Discuss the Exchange, Purchase, Lease or Value of Real Estate in regard to the Property at 87 Old Connecticut Path, Wayland, Commonly Known as Mainstone** At 6:35 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)(3) to discuss strategy with respect to pending litigation between Moss and Borner v. Lingleys and the Town of Wayland regarding "Crown Path;" and, pursuant to Massachusetts General Laws Chapter 30A, Section 21(a)(6), to discuss the exchange, purchase, lease or value of real estate in regard to the property at 87 Old Connecticut Path, Wayland, commonly known as Mainstone, because a public discussion of these matters may have a detrimental effect on the bargaining, negotiating or litigating position of the Town. Roll call vote: YEA: L. Anderson, M. Antes, C. Karlson, J. Nolan. NAY: none. ABSENT: T. Boschetto. ABSTAIN: none. Adopted 4-0. Chair C. Karlson invites attendance by Town Administrator Nan Balmer, Director of Public Works Stephen Kadlik, Conservation Administrator Brian Monahan, Board of Public Works Chair Chris Brown, Town Counsel Mark Lanza, and Executive Assistant MaryAnn DiNapoli. The Board will reconvene in open session in approximately twenty-five minutes.

The Board returned to open session at 7:13 p.m.

**A2. Call to Order by Chair** Chair C. Karlson called the open meeting of the Board of Selectmen to order at 7:14 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. M. Antes announced a League of Women Voters forum on October 20 regarding the Town Center, and a Council on Aging/Community Center Advisory Committee forum on October 22 regarding the environmental issues at the municipal pad.

**A3. Public Comment** Richard Turner, 7 Nob Hill Road, expressed concerns about the maintenance of the Veterans' Memorial and the condition of the U.S. flags being flown at the town buildings. He said he spent four hours cleaning the Veteran's Memorial himself, and the town needs to take responsibility.

**A4. Vote to Sign Special Town Meeting Warrant** M Antes, moved, seconded by L. Anderson, to sign the warrants for the November 2015 Special Town Meeting. Roll call vote: YEA: L. Anderson, M. Antes, T. Boschetto, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

**A5. Discuss Resignation of Selectman with Town Counsel and Transition of Board Portfolio Assignments** The Board was joined by Town Counsel Mark Lanza to discuss filling the Board position left vacant by the resignation of T. Boschetto. M. Lanza said the Board of Selectmen can call for a special election to fill the interim position, or wait until the annual town election in April 2016. Alternatively, two

hundred registered voters can call a special town election to fill the remainder of the term. It was the sense of the Board that the cost of a special town election was not justified for the limited time involved. The Board revised the portfolio assignments.

**A6. Discussion about Minuteman** The Board was joined by Mary Ellen Castagno, Wayland's representative to Minuteman. L. Anderson reported on a meeting in Lexington on October 15 with a representative of the Wayland School Committee, Wayland Town Administrator, Wayland's representative to Minuteman, and Lexington Town Officials. She said Lexington was looking for input while considering their comments for their November Special Town Meeting article. L. Anderson said she explained Wayland's rationale for leaving the district, and the financial implications. She said Lexington felt it was time to focus on building a new Minuteman school, and not on Wayland. M. Castagno said they discussed the impact on tuition and the ability of the students to attend the school. L. Anderson said the Town of Dover has expressed a desire to withdraw as well, but the timing is not good. The Town of Stow has an article at its Special Town Meeting on November 16, and has invited someone from Wayland to speak. Board members discussed the costs of withdrawal and the timing of the final decision. T. Boschetto said he would speak in Stow, and L. Anderson said she will attend a meeting of Selectmen from the Minuteman School District in Weston.

**A7. Interview and Potential Committee Appointment** Randall Moore joined the meeting via telephone to interview for a position on the Audit Committee. He reviewed his background in management consulting and his interest in the position. T. Boschetto moved, seconded by J. Nolan, to appoint Randall Moore to the Audit Committee for a term to expire on June 30, 2018. YEA: L. Anderson, M. Antes, T. Boschetto, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

**A8. Enter into Executive Session with Personnel Board Pursuant to Massachusetts General Laws Chapter 30A, Section 21(a)(3), to Discuss Strategy with Respect to Collective Bargaining Pertaining to the Police and Fire Unions** At 8:05 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)(3), to discuss strategy with respect to collective bargaining pertaining to the Police and Fire unions, because a public discussion of these matters may have a detrimental effect on the bargaining or negotiating position of the Town. Roll call vote: YEA: L. Anderson, M. Antes, T. Boschetto, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0. Chair C. Karlson invites attendance by Town Administrator Nan Balmer, Assistant Town Administrator/Human Resources Director John Senchyshyn, Personnel Board members Maryanne Peabody, Jessica Green, Melissa Jones, Phil Schneider, and Deborah Cohen, Police Chief Robert Irving, and Fire Chief David Houghton. The Board will reconvene in open session in approximately twenty minutes.

The Board returned to open session at 8:38 p.m.

**A9. Presentation and Potential Vote on FY17 Capital Projects** Fire Chief David Houghton appeared before the Board to review the Fire Department capital requests. He said he is requesting three vehicles: a ladder and fire truck, a rescue pump truck, and a fire vehicle. He said his first priority is a ladder truck, which will provide greater reach; he also noted that the current truck cannot ventilate roofs with solar panels. He said the rescue pump truck will replace engine two, which has rot and may be deemed unsafe. Finally, he requested a new fire vehicle which can accommodate a command console in the back, and he said the current fire vehicle could be repurposed as a fleet car. Board members discussed the advisability of using ambulance receipts for funding; C. Karlson said it is a Finance Committee decision. In regard to the JCC request,

D. Houghton explained the need for repeaters for the radio system.

The Board was joined by Ben Keefe, Facilities Director. He reviewed the need to replace the Library rotunda windows, the roof and door repairs at the transfer station building, and the demolition of the old DPW building. He said he included the new Council on Aging facility as a placeholder, but expects it will become a town meeting article. He said the demolition cost of \$330,000 for the old DPW building is an estimate. The Board discussed the potential mitigation needs on the site, and the advisability of postponing the demolition with an expectation that there will be redevelopment on the site. Similarly, in regard to the library windows, that a library project will receive reimbursement funds from the state. B. Keefe said there may be safety issues. C. Karlson said the Board is anticipating more information from the Wayland Real Asset Planning (WRAP) Committee. M. Antes asked about renovations to Station Two and the Town Building. B. Keefe said there is funding in the current budget for a Station Two tight tank and electrical work, and window repairs and exterior painting at the Town Building.

**A14. 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. ABSTAIN: none. Adopted 5-0.

**A10. Review Draft Motions for Special Town Meeting Warrant Articles** The Board reviewed the draft motions for the Special Town Meeting. C. Karlson asked that any comments on the motions be forwarded to her for discussion at the next meeting.

**A9. Presentation and Potential Vote on FY17 Capital Projects (Continued)** The Board discussed the sustainability of the debt service cost and reviewed the town policy. T. Boschetto said he would prefer to create a policy of debt neutrality, then prioritize capital requests accordingly; he suggested that the Board be proactive in its recommendations. C. Karlson said the Finance Committee controls the budget. J. Nolan said that while it is the responsibility of the Finance Committee to make budget decisions, it would be helpful for the Board to have an understanding of the debt service.

**A11. Town Administrator Evaluation: Receive Individual Draft Comments** C. Karlson said she has received the individual comments from the Board, and will combine them into a final document for discussion on November 2.

**A9. Presentation and Potential Vote on FY17 Capital Projects (Continued)** The Board was joined by Brian Monahan, Conservation Administrator. He said the request for Snake Brook Dam repairs has been withdrawn for further study. He said work needs to be done on the shed and office upgrades, and the request for land acquisition is a placeholder. The Board agreed to review the open capital balance at the next meeting.

**A12. Town Administrator Goals: Discussion and Potential Vote to Accept** The Board reviewed the revised goals of the Town Administrator. It was suggested that the timelines for the goals be staggered and extended through September 2016. J. Nolan said he would advocate for a stronger administrator. N. Balmer said she agreed, but noted the volume of work and communication, and the lack of control over elected boards. J. Nolan moved, seconded by M. Antes, to accept the goals as drafted by the Town Administrator dated October 19, 2015, with the caveat that the Town Administrator be empowered to make minor revisions in the language of bullet two on page one. YEA: L. Anderson, M. Antes, T. Boschetto, C. Karlson, J. Nolan. NAY: none. ABSTAIN: none. Adopted 5-0.

**A13. Discussion and Potential Vote on Policies** The Board reviewed the current Board policy on signs. There was discussion regarding the approval of signs on library and school property, the potential use of LED signs, and the input of resident Michael Lowery. M. Antes agreed to review and revise the policy for future Board consideration.

**A15. Review Correspondence (See Separate Index Sheet)** The Board reviewed the week's correspondence. J. Nolan highlighted the need for better maintenance of the Veterans' Memorial and the U.S. flags on town property. L. Anderson noted the designation of Wayland as one of the safest towns in Massachusetts. The Board thanked T. Boschetto for his service.

**A16. Report of the Town Administrator** N. Balmer said there will be a tour of Mainstone Farm for the Board on October 28. It was the sense of the Board to request a written legal opinion regarding the option of pursuing a long-term lease or a purchase of the municipal parcel. The Board asked that correspondence from resident Mark Hayes be directed to the town office.

**A17. Selectmen's Reports and Concerns** J. Nolan said the Board of Public Works may present certain capital requests as town meeting articles. C. Karlson reported on the Massachusetts Municipal Association legislative breakfast on October 16.

**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 L. Anderson, to adjourn the meeting of the Board of Selectmen at 10:42 p.m. YEA: L. Anderson, M. Antes, T. Boschetto, C. Karlson, J. Nolan. NAY: none. ABSTAIN: none. Adopted 5-0.

#### **Items Distributed for Information and Use by the Board of Selectmen at the Meeting of October 19, 2015**

1. Letter of 10/15/15 from Richard Turner, Veterans Graves Officer, to Board of Selectmen  
re: Maintenance of Veterans' Memorials
2. Fire Department Capital Request for FY2017
3. Résumé of Randall Moore, Applicant for the Audit Committee

#### **Items Included as Part of Agenda Packet for Discussion During the October 19, 2015 Board of Selectmen's Meeting**

1. Board of Selectmen Portfolio Assignments
2. Memorandum of 10/19/15 from Nan Balmer, Town Administrator to Board of Selectmen  
re: FY 17 Capital Project
3. Draft Motions for Special Town Meeting, November 9, 2015
4. Memorandum of 10/19/15 from Nan Balmer, Town Administrator to Board of Selectmen  
re: Town Goals, Objectives and Town Administrator's Priority Actions
5. Board of Selectmen Policy, "Signs – Public Display and Use of Town Sign Boards," and email of 10/5/15 from Mike Lowery, Board of Public Works, re: Sign Policy
6. Town Administrator's Report for the Week Ending October 16, 2015