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# TOWN OF WAYLAND

41 COCHITUATE ROAD  
WAYLAND, MASSACHUSETTS 01778

## BOARD OF SELECTMEN

LEA T. ANDERSON  
MARY M. ANTES  
LOUIS M. JURIST  
CHERRY C. KARLSON  
JOSEPH F. NOLAN

## Board of Selectmen Meeting Minutes June 13, 2016

**Attendance:** Lea T. Anderson, Mary M. Antes (arrived 6:53 p.m.), Louis M. Jurist, 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 Health Insurance in regard to the AFSCME Clerical Union, the AFSCME Professional Union, the Teamsters, the Library Association, the Police Union, the Fire Union, the Wayland Teachers Association, the Wayland Educational Secretarial Association, the School Custodians Union, and the Food Service Association; and to Discuss Civil Service with Respect to the Police Union; and Pursuant to Massachusetts General Laws Chapter 30A, Section 21(a)(7), to Review and Consider for Approval the Potential Release of the Following Minutes Pertaining to the Above Subjects, and also Including Discussion of an Arbitration Filing with Respect to the Police Union; and Pursuant to Massachusetts General Laws Chapter 30A, Section 21(a)(2), a Discussion of Strategy with Respect to Negotiations with Non-Union Personnel, Police Chief Contract, because a Public Discussion of Pending Litigation and Collective Bargaining will have a Detrimental Effect on the Bargaining, Negotiating, or Litigating Position of the Town: June 6, 2016** At 6:32 p.m., C. Karlson moved, seconded by L. Anderson, to enter into executive session pursuant to Massachusetts General Laws Chapter 30A, Section 21(a)(3) to discuss strategy with respect to health insurance in regard to the AFSCME Clerical Union, the AFSCME Professional Union, the Teamsters, the Library Association, the Police Union, the Fire Union, the Wayland Teachers Association, the Wayland Educational Secretarial Association, the School Custodians Union, and the Food Service Association; and to discuss Civil Service with respect to the Police Union; and pursuant to Massachusetts General Laws Chapter 30A, Section 21(a)(7), to review and consider for approval the potential release of the executive session minutes of June 6, 2016, pertaining to the above subjects, and also including discussion of an arbitration filing with respect to the Police Union; and pursuant to Massachusetts General Laws Chapter 30A, Section 21(a)(2), a discussion of strategy with respect to negotiations with non-union personnel, Police Chief Contract. The Chair declares that a public discussion of these matters may have a detrimental effect on the litigating, bargaining or negotiating position of the Town. Roll call vote: YEA: L. Anderson, L. Jurist, C. Karlson, J. Nolan. NAY: none. ABSENT: M. Antes. ABSTAIN: none. Adopted 4-0). Chair C. Karlson invites attendance by Town Administrator Nan Balmer, Assistant Town Administrator/Human Resources Director John Senchyshyn, Benefits Manager Donna Lemoyne, Assistant Superintendent of Schools Brad Crozier, and Executive Assistant MaryAnn DiNapoli. The Board will reconvene in open session in approximately thirty minutes.

The Board returned to open session at 7:05 p.m.

**A2. Call to Order by Chair** Chair C. Karlson called the meeting of the Board of Selectmen to order at 7:05 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. J. Nolan said he attended a celebration on

June 11 for DPW Director Stephen “Stubby” Kadlik, and congratulated him for the dedication of the new DPW facility in his honor for his 42 years of service to the town. M. Antes said the RiverFest celebration, sponsored by the River Stewardship Council, will take place on June 18-19.

**A3. Public Comment** There was no public comment.

**A4. Swear In: Assistant Fire Chief Neil McPherson** The Board was joined by Town Clerk Beth Klein and Fire Chief David Houghton to swear in the new Assistant Fire Chief Neil McPherson.

**A5. Update from Fire Chief on Projects and Initiatives** D. Houghton joined the Board to provide an overview of fire department activities. He noted there has been a 9% increase in overall incidents since the last fiscal year. He reviewed the new electronic patient care reporting system, the implementation of a quality improvement and quality control program, the updated hydrant bylaw, the transition to a wireless fire alarm system, the publication and distribution of standard operating procedures, the effort to provide better customer service, and a review of current staffing levels. He updated the Board on the purchase of the ladder and fire truck and the rescue pump truck which were approved at Annual Town Meeting.

**A6. Interviews for Appointments to Boards and Committees** Patrick Rowe appeared before the Board to interview for appointment to the Permanent Municipal Building Committee. He reviewed his background in commercial real estate and his interest in serving on the committee. L. Anderson moved, seconded by J. Nolan, to appoint Patrick Rowe to the Permanent Municipal Building Committee, effective immediately, for a term to expire on June 30, 2018. YEA: L. Anderson, M. Antes, C. Karlson, L. Jurist, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

Doug Levine appeared before the Board to interview for appointment to the Economic Development Committee. He reviewed his background and his interest in serving on the committee. He said he currently serves as Special Counsel for the Massachusetts Executive Office of Public Safety and Security, and he is a member of the Wayland Dads Group. J. Nolan moved, seconded by M. Antes, to appoint Doug Levine to the Economic Development Committee for a three-year term, effective July 1, 2016, and expiring on June 30, 2019. YEA: L. Anderson, M. Antes, C. Karlson, L. Jurist, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

**A7. Wastewater Management District Commission Update** The Board was joined by Fred Knight, Chair, Wastewater Management District Commission. F. Knight discussed betterment billing, the review of Title V allocations for Town Center, the process of assigning Title V design flows in the future, the administration of the Wastewater Management District Commission, and revisions to their rules and regulations. He said a consultant, Chris Woodcock, will attend the meeting on June 15 to discuss administration and the assignment of allocation to new building permits. He said the revision to the rules will include the ability of users to request an alteration of assigned Title V design flow. J. Nolan said he had three concerns: how administrative help is addressed in the special act; how the new rules and regulations will be administered in regard to public process; and if current assessments will be protected in the event that the procedure for determining assessments is revised. Participants discussed the possibility of transferring the funds remaining from the close-out of the former wastewater facility to an enterprise fund. In regard to the allocation of Title V design flow to a library site, F. Knight discussed two scenarios for PILOB (Payment in Lieu of Betterment). He said the PILOB transfer can be made on July 1, 2016, but the Library connection will be held until the site is confirmed. Alternatively, and preferably, the PILOB can be delayed until January 2017, in order to be included in the potential reimbursement by the state. C. Karlson noted the need to first finalize the return of the remaining 380 gpd from Wayland Commons in exchange for conservation land, and

the return of the 440 gpd relinquished by the Bastons. She said that no action was needed tonight, but that the Wastewater Management District Commission would come to a later meeting to finalize these issues.

**A12. Review and Approve Minutes of June 6, 2016; Potential Vote to Release Executive Session Minutes of June 6, 2016** L. Anderson moved, seconded by M. Antes, to approve the minutes as amended of June 6, 2016. YEA: L. Anderson, M. Antes, C. Karlson, L. Jurist, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0. L. Anderson moved, seconded by M. Antes, to approve and release with redactions the executive session minutes of June 6, 2016. YEA: L. Anderson, M. Antes, C. Karlson, L. Jurist, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

**A13. Review and Approve Consent Calendar (See Separate Sheet)** M. Antes moved, seconded by L. Anderson, to approve consent calendar items 2, 3 and 4. YEA: L. Anderson, M. Antes, L. Jurist, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

**A14. Review Correspondence (See Separate Index Sheet)** The Board reviewed the week's correspondence. The Board congratulated the Energy Initiatives Advisory Committee on the completion of the Green Communities grant work. J. Nolan noted the development of the property at Mahoney's Garden Center, and C. Karlson said Susan Weinstein, member of the Municipal Affordable Housing Trust Fund Board, is reviewing the housing production plan.

**A8. Meet with Conservation Administrator** The Board was joined by Brian Monahan, Conservation Administrator, to discuss pending conservation issues. In regard to the MWRA Weston Aqueduct access, he said there were outstanding issues that included a safety and emergency response plan with police and fire, and the need for gates and crosswalks where the trail crosses a street. He also discussed the need for a walk cycle in the signaling at Old Connecticut Path. J. Nolan said people are using the aqueduct access now, and requested that the permitting be expedited. B. Monahan said that in regard to the Town Center, the Conservation Commission is working on the conservation restriction, the trail easement, and the Certificate of Compliance. He said the land is sensitive and the issues are challenging, and he hopes to have something ready in the next two months. C. Karlson said the Board's highest priority is to complete the items in the development agreement, and on behalf of the Board, she requested that the Conservation Commission focus on these issues. The Board addressed the issue of stormwater management and the MS4 permitting requirements. B. Monahan reviewed the current procedures. He said the new MS4 general permit will become effective July 1, 2017, and he reviewed the timeline for compliance. He recommended that the work be done in-house, and noted that the town of Weston has a group of three or four professionals who deal exclusively with stormwater issues. J. Nolan said the regulations are changing substantially and may face opposition, especially from developers. B. Monahan said the target date for the completion of the Open Space and Recreation Plan is the end of June. He said Gretchen Schuler, Community Preservation Committee, has been working on a grant application from the Massachusetts Local Acquisitions for Natural Diversity (LAND) Program, for a partial reimbursement to the town for the purchase of the Mainstone conservation restriction. He said Town meeting will need to vote to authorize the application. He advised the Board that on June 30, the Conservation Commission will begin hearings on defining the resource areas for the proposed Carroll School. C. Karlson asked about the rail trail; B. Monahan said the Notice of Intent has not been filed. The Board emphasized the need to complete the permitting for the MWRA Weston Aqueduct access, and the need to resolve the conservation issues at the Town Center, as soon as possible.

**A9. Planning Board: Discuss Special Town Meeting Articles** Ira Montague, Chair, Planning Board, joined the Board to review a list of potential Special Town Meeting articles sponsored by the Planning Board.

He said public hearings will be held on the proposed articles. C. Karlson reviewed the timeline to the Special Town Meeting and encouraged the Planning Board to have the articles fully prepared. The Board discussed the number of articles and suggested the possibility of using abbreviated procedures. Linda Segal, 9 Aqueduct Road, said there was no commentary from the public on the list of articles presented, and I. Montague said there will be new public hearings.

**A10. Consideration of Board and Committee Vacancies and Potential Vote for Reappointments**

M. Antes moved, seconded by L. Anderson, to approve the following list of reappointments to the designated terms. YEA: L. Anderson, M. Antes, C. Karlson, L. Jurist, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0. The Board thanked all the volunteers for their service to the town.

<u>Name</u>	<u>Appointing Authority</u>	<u>Board/Committee</u>	<u>Term</u>
Christopher Cullen	Selectmen	Audit Committee	three
Gretchen Schuler	Selectmen	Community Preservation Committee	three
William E. Pickett	Selectmen	Constable	three
Louis Gaglini	Selectmen	Constable	three
William Sterling	Selectmen	Council on Aging	three
Nancy Leifer	Selectmen	Council on Aging	three
Denise N. Yurkofsky	Selectmen	Council on Aging	three
Kara Brewton	Selectmen	Cultural Council	three
Matthew Ludwig	Selectmen	Cultural Council	three
Barbara Holtz	Selectmen	Cultural Council	three
Susan L. Wagner	Selectmen	Dog Control Appeals Board	three
Arthur Fine	Selectmen	Dog Control Appeals Board Alternate	three
Rebecca M. Stanizzi	Selectmen	Economic Development Committee	three
James Grumbach	Selectmen	Economic Development Committee	three
William Huss	Selectmen	Energy Initiatives Advisory Committee	three
Anne Harris	Selectmen	Energy Initiatives Advisory Committee	three
Kathie Steinberg	Selectmen	Historic District Commission	three
Kevin J. Crowley	Selectmen	Historic District Commission	three
Margery F. Baston	Selectmen	Historic District Commission	three
Sheryl Simon	Selectmen	Historic District Commission Alternate	three
Armine S. Roat	Selectmen	Housing Partnership (representing Planning Board)	three
Mary M. Antes	Selectmen	Metrowest Regional Collaborative Comm	one
Joseph F. Nolan	Selectmen	Metrowest Regional Transit Authority Advisory Board	three
Sarkis Sarkisian	Selectmen	Metrowest Regional Transit Authority Advisory Board (alternate)	three
Stephen A. Greenbaum	Selectmen	Municipal Affordable Housing Trust Fund Board	two
Brian O'Herlihy	Selectmen	Municipal Affordable Housing Trust Fund Board	two
Eric Sheffels	Selectmen	Permanent Municipal Building Committee	two
Brian J. Chase	Selectmen	Permanent Municipal Building Committee	two
Patricia Nelson	Selectmen	Senior Tax Relief Committee	three
Stephen J. Colella	Selectmen	Senior Tax Relief Committee	three
Frederick K. Knight	Selectmen	Wastewater Management District Commission	three
Brenda S. Ross	Selectmen	Youth Advisory Committee	two

**A11. Review and Approve Letter to Twenty Wayland Regarding Escrow Reconciliation** M. Antes moved, seconded by L. Anderson, to approve and send the letter as amended to Twenty Wayland regarding the Town Center Project Development Agreement escrow reconciliation. YEA: L. Anderson, M. Antes, C. Karlson, L. Jurist, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

**A15. Report of the Town Administrator** N. Balmer reported on the plan for the preparation of minutes. She said the Planning Board has voted to delete Condition 30 from the project approval for 150 Main Street, and a building permit application has been filed with the Building Commissioner. She said a draft RFP is being prepared for legal services, and the school department has agreed to prepare a separate, "school only" scope of work. She said the Director of Assessing is determining the requirements for assessing Habitat homes at the affordable price rather than the market value. She noted the Lovelane charitable event on September 24, because there will be a traffic impact. She said the River's Edge bid opening has been delayed until July 6. L. Anderson asked about the news of concerts at the Town Center green; C. Karlson said the concerts will take place on the small green area between Stop & Shop and Sperry's.

**A16. Selectmen's Reports and Concerns** J. Nolan discussed the possibility of investing in improved communications with residents. M. Antes reported on a meeting with Katelyn O'Brien, Human Resources Assistant, who is working on public information; she said that while Facebook and Twitter notifications are in effect, she is having difficulty getting content. L. Anderson said Arlington will be voting tomorrow on a debt exclusion for the Minuteman School. C. Karlson and M. Antes reported on a Metropolitan Area Planning Council meeting on municipal governance that they attended on June 10.

**A17. Topics Not Reasonably Anticipated by the Chair 48 Hours in Advance of the Meeting, If Any**  
The Chair said, "I know of none."

**A18. Adjourn** There being no further business before the Board, M. Antes moved, seconded by L. Anderson, to adjourn the meeting of the Board of Selectmen at 9:30 p.m. YEA: L. Anderson, M. Antes, L. Jurist, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

#### **Items Included as Part of Agenda Packet for Discussion During the June 13, 2016 Board of Selectmen's Meeting**

1. Memorandum of 6/9/16 to Board of Selectmen re: Appointment of Patrick Rowe to Permanent Municipal Building Committee and Doug Levine to Economic Development Committee, with Attached Résumés
2. Fred Knight, Chair, Wastewater Management District Commission, Topics for Board of Selectmen, June 13, 2016
3. Memorandum of 6/10/16 to Board of Selectmen re: Annual Reappointments List
4. Memorandum of 6/10/16 from Elizabeth Doucette, Financial Research/Analyst, to Board of Selectmen, re: Status of Town Center Project Development Agreement Consultant Fee Payment Fee Reconciliation
5. Draft Minutes of June 6, 2016
6. Report of the Town Administrator for the Week Ending June 10, 2016

#### **Items Distributed for Information and Use by the Board of Selectmen at the Meeting of June 13, 2016**

1. Memorandum of 6/13/16 to Board of Selectmen re: Revised List of Annual Reappointments
2. Memorandum of 6/13/16 from Fire Chief David Houghton to Board of Selectmen re: Fire Department Update
3. List of Possible Fall Special Town Meeting 2016 Articles prepared by Nan Balmer, Town Administrator