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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  
October 17, 2016  
Wayland Town Building, Selectmen's Meeting Room  
41 Cochituate Road, Wayland**

**Attendance:** Lea T. Anderson, Mary M. Antes, 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 Civil Service with Respect to the Police Union** At 6:46 p.m., C. Karlson moved, seconded by M. Antes, to enter into executive session pursuant to Massachusetts General Laws Chapter 30A, Section 21(a)(3) to discuss civil service with respect to the Police Union. The Chair declares that 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, L. Jurist, C. Karlson. NAY: none. ABSENT: J. Nolan. ABSTAIN: none. Adopted 4-0. Chair C. Karlson invites attendance by Town Administrator Nan Balmer, Assistant Town Administrator/Human Resources Director John Senchyshyn, and Human Resources Assistant Katelyn O'Brien. The Board will reconvene in open session in approximately fifteen minutes.

The Board returned to open session at 7:04 p.m.

**A2. Call to Order by Chair** Chair C. Karlson called the meeting of the Board of Selectmen to order at 7:04 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.

L. Anderson announced that the Wayland Police Department will participate in the Prescription Drug Takeback Day. M. Antes stated that the Council on Aging is having a prepare fair Wednesday. M. Antes also mentioned that the new Habitat House will be dedicated soon.

**A3. Public Comment** Housing Authority Executive Director Brian Boggia delivered the Housing Authority's PILOT (Payment in Lieu of Taxes) payment for FY2015 to the Board in the amount of \$39,907.50.

J. Nolan entered the meeting.

**A4. Review New Position Requests with Assistant Town Administrator** J. Senchyshyn stated that he received requests for eight new positions. The Fire Department requested four new firefighters. Police Chief R. Irving requested one new police officer. Conservation has requested a part-time assistant administrator. The Health Department has requested a part-time senior clerk for 17 hours. Recreation has requested a recreation assistant for 19 hours. The requests total \$568,549. J. Senchyshyn stated he received two requests to modify positions. Conservation wants their department assistant position to go from part-time to full time for 35 hours. The health department would like the position of senior clerk to be increased from 15 to 18 hours per week. The modified positions would cost \$11,727, putting the total at \$580,276. J. Senchyshyn said he is hoping this will be a Personnel Board item in late November or early December.

**A5. Special Town Meeting Articles: Discussion and Potential Vote on Any Articles Including:**

**Article 8: Appropriate Funds to Purchase 107 Old Sudbury Road for Water Resource Protection**

N. Balmer told the Board that the appraisal was completed and received. She said that going forward the water rates will have to be re-evaluated to determine what we can afford.

**Article 9: Appropriate Funds to Purchase 8 Glezen Lane for Water Resource Protection**

N. Balmer stated that the appraisal is due next week, and the RFP is due October 21, 2016. The Board decided to wait on making a decision due to not having the appraisal yet.

The Board suggested putting articles 8 and 9 on the agenda for October 24.

**Article 10: Assisted/Independent Living Nursing Home Zoning Bylaw** J. Nolan asked if some small assisted living situations would be affected. S. Sarkisian said some would be grandfathered in but it's mostly aimed at large scale businesses that want to go into residential areas. J. Nolan moved, seconded by L. Anderson, to support the Assisted/Independent Living Nursing home Bylaw article for Special Town Meeting. YEA: L. Anderson, M. Antes, L. Jurist, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

**Article 11: Home Occupation Zoning Bylaw** S. Sarkisian stated that there have been a lot of questions from the public about this article. The Planning Board is going back to ten trips per day for benchmark. S. Sarkisian said that the way the law is written now, if someone comes to your home; for example a music teacher, it requires a special permit. S. Sarkisian stated that he will go to the Planning Board and see if they want to strike that out or pass over the article all together. The Board decided to wait to take a position on Article 11 (Home Occupation Zoning Bylaw).

C. Karlson stated that the Moderator's hearing is on November 1, 2016. Next week the Board will sign the warrant and it should be in residents' mailboxes around the first of the month. N. Balmer said the last day to register to vote for the Special Town Meeting is November 4.

**A6. Update on Rail Trail with Town Planner** L. Kiernan and S. Sarkisian updated the Board on the Rail Trail. S. Sarkisian said there are funds available through an Metropolitan Area Planning Council grant program and he would like to apply. S. Sarkisian said the Rail Trail project came out to be \$75,000 above expected cost due to various circumstances. He said the groundbreaking ceremony will be announced soon. Eversource has submitted their permitting and application to Conservation. Eversource's funds are already in place; they are waiting for permit. The Town of Wayland is still waiting for Eversource's budget for the other section of trail, as it will require more permitting. J. Nolan said that they should contact the Historic District Commission to see how they want to recognize historical marks on the trail.

**A7. Meet with Representatives of River's Edge Advisory Committee to Receive Recommendation on Selection of Project Developer**

Six members of the River's Edge Advisory Committee joined the meeting. J. Heller and R. Stanizzi discussed the process of how the committee evaluated the two bids. J. Heller stated that the committee preferred the Wood Partners proposal and it was a unanimous decision. J. Heller said it was sited better and had a better identity to the street and they were savvy in following the zoning guidelines. R. Stanizzi passed out a packet of paper containing recommendations and visuals of the bids. R. Stanizzi stated that it came down to what's the best fit for Wayland and a better value for the town in aesthetics and identity. J. Heller also discussed the process once the Board awards the project. J. Nolan thanked the members of the Committee for their work.

The Board asked about the soil issue and rent issue. R. Stanizzi said that both of the bid proposals for rent reflected the market. C. Karlson asked about the difference between the affordable apartments in the two bids. R. Stanizzi said they were similar since rent is tied to incomes. They have a total of 188 affordable units. R. Stanizzi stated that Wood Partners doesn't have any 3 bedroom units and they would ask them to have at least one. The Board stated that the proposals are online and the town will post the committee's recommendation. J. Nolan asked if there could be more information that shows comparisons of the soil removal costs.

**A8. Discuss Town Administrator Evaluation** C. Karlson stated that the cumulative draft was distributed last week with no discussion and she wanted to get feedback from the Board members this week. J. Nolan said the draft was well done and it will help both N. Balmer and the Board to think about future priorities. C. Karlson noted that it is not a 360 degree evaluation since it's just the Board's perspective and doesn't include staff opinions. C. Karlson said next week the Board will look at a final document, then have a time for N. Balmer to discuss it in the future. C. Karlson told the Board members to go through and pick a few areas of the evaluation that they would like to talk about for the next meeting.

**A9. Review and Approve Minutes of September 26, 2016** L. Anderson moved, seconded by M. Antes, to approve the revised minutes of September 26, 2016. YEA: L. Anderson, M. Antes, L. Jurist, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

**A10. Review and Vote to Approve and Release Executive Session Minutes of November 16, 2015, and May 16, 2016; and Review and Vote to Approve and Release with Redactions the Executive Session Minutes of February 3, 2015, May 18, 2015, February 22, 2016, April 11, 2016, May 2, 2016, June 6, 2016, June 13, 2016, June 27, 2016, July 13, 2016, July 25, 2016, September 6, 2016, and September 19, 2016** J. Nolan moved, seconded by M. Antes, to approve and release the executive session minutes of November 16, 2015, and May 16, 2016. YEA: L. Anderson, M. Antes, L. Jurist, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0. J. Nolan moved, seconded by L. Anderson, to approve and release with redactions the executive session minutes of February 3, 2015, May 18, 2015, February 22, 2016, April 11, 2016, May 2, 2016, June 6, 2016, June 13, 2016, June 27, 2016, July 13, 2016, July 25, 2016, September 6, 2016, and September 19, 2016. YEA: L. Anderson, M. Antes, L. Jurist, 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 L. Anderson to approve the consent calendar. YEA: L. Anderson, M. Antes, L. Jurist, 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. J. Nolan stated he hopes there will be a meeting with Twenty Wayland soon. He said that this needs to be a priority for the town. J. Nolan stated that the 495 Partnership has done a lot of groundwork for the town on applying for grants and has come to our aid in that regard. He said he appreciates the town's support for that organization. M. Antes noted that she will be attending the upcoming Metropolitan Area Planning Council meeting.

**A13. Report of the Town Administrator** N. Balmer discussed the River's Edge information in her report. She sent a letter to School Superintendent Paul. Stein and Chair of the Board of Public Works Chris Brown requesting their plans by October 24. She is asking both bodies to fully communicate their plans. N. Balmer said that Anderson & Kreiger's proposal should be in soon. She said if the Board evaluates the proposals and decides that they need a planning consultant, she knows of two potential firms available and can get proposals

from them if needed. J. Nolan stated that details for zoning have to be considered when moving the buses and also long term solutions like capping the old landfill to use in the future with the new revenue. N. Balmer stated that B. Keveny's OPEB memo explains where we are; the evaluation is coming up in January. There are new requirements this year and the town's health insurance changes will cause a slight delay. The state approved the Affordable Housing Plan. The Legal RFP interviews are under way. C. Karlson stated that the current Town Counsel M. Lanza did not submit a proposal. N. Balmer stated that there will be changes in the future with the Recreation revolving funds but it won't be until after the budget process. She said The Collins Center came to the conclusion that the Town may want to strengthen the role of the finance director and town administrator. N. Balmer stated she would like to apply for community compact grants to look at the town's finance structure. N. Balmer stated that the town has a very qualified applicant for the DPW Director position. They are close to making an offer for the clerical position in Conservation and the Conservation Administrator final interviews are next week.

**A14. Selectmen's Reports and Concerns** J. Nolan discussed the possibility of looking into the town's flat government structure to see if that is the most efficient. He suggested that the Board start to consider that conversation. L. Anderson stated she attended the Massachusetts Municipal Association Legislative breakfast. C. Karlson said the Library, Recreation and Schools are all working hard to come up with a plan for the division of the Middle School land. N. Balmer asked the Board for suggestions and edits about the volunteer packet she distributed in August. M. Antes suggested a wastewater study for Route 20.

**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, M. Antes moved, seconded by J. Nolan, to adjourn the meeting of the Board of Selectmen at 9:35 p.m. YEA: L. Anderson, M. Antes, L. Jurist, 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 October 17, 2016**

1. Email of 10/13/16 from Mass Teachers Organization to Board of Selectmen, re: Resolution Against Lifting the Cap on Commonwealth Charter Schools

#### **Items Included as Part of Agenda Packet for Discussion During the October 17, 2016 Board of Selectmen's Meeting**

1. Memorandum of 10/18/16 from John Senchyshyn, Assistant Town Administrator/Human Resources Director, to Board of Selectmen, re: FY18 Personnel Requests
2. Draft Warrant November 2016 Special Town Meeting
3. Memorandum of 10/14/16 from Sarkis Sarkisian, Town Planner, to Board of Selectmen, re: Rail Trail Second Update and Grant Opportunity
4. Draft Minutes of September 26, 2016
5. Executive Session Minutes of November 16, 2015, May 16, 2016, February 3, 2015, May 18, 2015, February 22, 2016, April 11, 2016, May 2, 2016, June 6, 2016, June 13, 2016, June 27, 2016, July 13, 2016, July 25, 2016, September 6, 2016, and September 19, 2016
6. Report of the Town Administrator, October 14, 2016