



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  
LOUIS M. JURIST  
CHERRY C. KARLSON  
JOSEPH F. NOLAN

## Board of Selectmen Meeting Minutes Executive Session October 24, 2016

**Attendance:** Lea T. Anderson, Mary M. Antes, Louis M. Jurist, Cherry C. Karlson, Joseph F. Nolan  
**Also Present:** Town Administrator Nan Balmer, Assistant Town Administrator/Human Resources Director John Senchyshyn, Police Lieutenant Patrick Swanick, and Human Resources Assistant Katelyn O'Brien.

**Purpose:** The session was called at 6:30 p.m. in the Planning Board Office, Wayland Town Building, by unanimous roll call vote of the Board (YEA: L. Anderson, M. Antes, C. Karlson, J. Nolan, L. Jurist) NAY: none. ABSENT: none ABSTAIN: none. Adopted 5-0) in open session as permitted by Massachusetts General Laws Chapter 30A, Section 21a(3), to discuss strategy with respect to health insurance with the Police, Fire, AFSCME 1, AFSCME 2, Library, Teamsters, Custodians, WTA, WESA and Food Service Unions; and to discuss strategy with respect to negotiations with the Police Union regarding withdrawing from Civil Service; and pursuant to Massachusetts General Laws Chapter 30A, Section 21(a)(6), to consider the purchase, exchange, taking, lease or value of real property in regard to the municipal parcel at the Town Center Project. APPROVE October 5, 2016, and APPROVE WITH REDACTIONS: September 26, 2016, and October 17, 2016. The Chair declares that a public discussion of these matters may have a detrimental effect on the bargaining, negotiating or litigating position of the town. The Board will reconvene in open session in approximately thirty minutes.

**Discussion:** J. Senchyshyn handed out the Police Union's Civil Service counter offer to the Board members. He said there were too many changes to go through but included highlights such as the request to add a step to the payscale and new articles for promotions. The union is claiming they won't have enough time to review changes, although J. Senchysn stated that they have had two years. J. Senchyshyn said that the Board can reject the counter offer and go back to the union with the same economic proposal, while offering to take a look at the promotional language. J. Nolan said that the Board should go back with the same economic plan and say that they are not planning on pulling the article. L. Jurist said that if the Board is going to take a position, they have to stick with it.

The Board reviewed executive session minutes. J. Nolan moved, seconded by M. Antes, to approve and release the executive session minutes of October 5, 2016. Roll call vote: YEA: L. Anderson, M. Antes, L. Jurist, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

M. Antes moved, seconded by L. Anderson, to approve as amended and release with redactions the executive session minutes of September 26, 2016, and October 17, 2016. Roll call vote: YEA: L. Anderson, M. Antes, L. Jurist, C. Karlson, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

M. Antes moved, seconded by L. Anderson to exit the executive session at 7:01 p.m. Roll call vote: YEA: L. Anderson, M. Antes, C. Karlson, L. Jurist, J. Nolan. NAY: none. ABSENT: none. ABSTAIN: none. Adopted 5-0.

**Board of Selectmen  
Meeting Minutes  
Second Executive Session  
October 24, 2016**

**Attendance:** Lea T. Anderson, Mary M. Antes, Louis M. Jurist, Cherry C. Karlson, Joseph F. Nolan  
**Also Present:** Human Resources Assistant Katelyn O'Brien.

**Purpose:** The session was called at 10:05 p.m. in the Planning Board Office, Wayland Town Building, by unanimous roll call vote of the Board (YEA: L. Anderson, M. Antes, C. Karlson, J. Nolan, L. Jurist. NAY: none. ABSENT: none ABSTAIN: none. Adopted 5-0) in open session as permitted by Massachusetts General Laws Chapter 30A, Section 21a(2), to conduct strategy with respect to non-union personnel, contract negotiations with the Town Administrator, because a public discussion of this matter will have a detrimental effect on the bargaining or negotiating position of the town. The Board will reconvene in open session solely for the purpose of adjourning.

**Discussion:** The Board reviewed the Town Manager/Town Administrator salary survey and discussed Wayland's relative ranking compared to other communities. The Board noted that Wayland's Town Administrator's salary is significantly lower than nine like communities. Given the positive performance evaluation delivered in open session, it was agreed that the Town Administrator's current salary of \$143,500 needed significant adjustment to reflect performance and make the position competitive within like towns. After discussing various scenarios, the Board agreed to offer N. Balmer a salary of \$158,000 for the contract year starting September 8, 2016. C. Karlson was authorized to discuss this with N. Balmer prior to the Board discussing it in open session at the November 21, 2016 meeting.

L. Jurist moved, seconded by L. Anderson, to exit the executive session at 10:23 p.m. Roll call vote: 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 October 24, 2016,  
Executive Session Meetings**

1. Police Union Civil Service Counter-Proposal to Town's 10/17/16 Proposal
2. Draft Executive Session Minutes of September 26, 2016, October 5, 2016, and October 17, 2016
3. FY17 Town Manager Salary Survey (Sort A and Sort B)