

Wayland Council on Aging

MINUTES

JANUARY 23, 2012

6:04PM

SELECTMEN'S MEETING ROOM

FACILITATOR	Betsy Soule, Chair
NOTE TAKER	Julie Secord
ATTENDEES	<p><u>COA Board Members Present:</u> Betsy Soule, Chair; Carol Martin, Harriet Onello, Bill Sterling, Betsy Willard, Denise Yurkofsky, <u>COA Board Members Absent</u> Bill Zellen, Mary Antes, Evelyn Ekmejjan, <u>Director:</u> Julie Secord Also Present: Town Administrator: Fred Turkington Public Buildings Director: John Moynihan Wayland Library Trustees: Aida Gennis, Lynne Lipcon, Sally Cartwright, Anne Heller, Nancy Jahnke Wayland Library Director: Ann Knight Selectman: Susan Pope Guest: Peg Soule</p>
PUBLIC COMMENT	There was no public comment offered.

Agenda topics: Meeting Convened at 6:04pm

FEASIBILITY STUDY: DISCUSSION RELATED TO RFP

COA FEASIBILITY STUDY -JOINT MEETING WITH LIBRARY AND COA BOARDS	<p>COA Chair Betsy Soule and Library Trustee Chair Aida Gennis co-led the discussion re: the RFP for the review and refinement of the Library/COA Feasibility Study. A question was raised as to whether the \$15000 fee limit for the RFP was realistic. PB Dir John Moynihan confirmed that it was a realistic figure. A suggestion was made to include wording that would suggest that the contractor awarded the peer review might, at the discretion of the Town, be requested to extend their services for the next phase of the project (schematics, etc.). The structure of the "Selection Committee" was then discussed. This team would review proposals, interview and ultimately select the contractor. John Moynihan will develop the evaluation criteria. The Selection Committee will be composed of Fred Turkington, John Moynihan, three people representing the Library and 3 representing the COA. Alternates to serve could be a consideration should it be difficult to coordinate a meeting. Of the 3 man teams representing the COA and the Library, only two members will have a vote. Aida Gennis and Anne Heller will be the voting members from the Library. Also on the Selection Team will be Library Director, Anne Knight. The Council On Aging suggested that Bill Sterling be a voting member, Julie Secord will an advisory member but the third member of the team will need to be discussed at the COA Board meeting later in the evening. The COA will then notify Fred and John of their selection.</p> <p>Time Table: A design team should be selected by the end of January or early February. The project should be completed by the end of April. The results of the peer review would then indicate if a combined facility is feasible given projected long term needs of both departments and constraints of the Town Center site. Once the conceptual design is developed, a formal presentation to the Selectmen will be made to secure their support. We should then plan to update FinCom with a progress report around June. By that time the Town should have a better sense as to the library grant/ bond issue consideration, etc. When the cost estimate for schematics is identified, a warrant article would be developed to secure design funds at the Spring 2013 meeting.</p>
ACTION	The Council On Aging Board will need to identify who the COA members who will be to serve on the Selection Team. Names of those individuals will then be forwarded to Fred Turkington and John Moynihan.

COA BOARD

EDC PRESENTATION	<p>Rebecca Stanizzi, Chair of the Economic Development Committee (EDC) presented an overview of the 44+ rental housing development proposed for the DPW site on Route 20. The EDC Chair explained that Wayland has a significant amount of assisted living, memory care and nursing home care in Wayland -- but no market-rate active senior rental housing. For independent seniors who want to downsize, but who do not meet affordable housing criteria, or who are not willing and/or able to purchase a pricey condominium, there is no rental option available in Wayland. As a result, EDC</p>
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	believes the Town is losing longtime Wayland residents to nearby towns. Besides providing affordable and market rental housing for seniors, Rebecca Stanizzi indicated that Wayland could benefit by generating significant new revenues and by solving the Town's 40B issues; Wayland would reach 10% affordability. She also indicated that EDC has received very good response having met with several boards and committees. EDC next hopes to conduct focus groups to further identify interest in the initiative. Ms. Stanizzi told the COA Board that EDC would be pursuing Town funding at Spring Town Meeting for a market analysis and site plan study. COA Board members asked several questions.
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SELECTION COMMITTEE FOR PROJECT REFINEMENT	The COA Board discussed who would serve on the Selection Committee for Review and Refinement of Library/COA Feasibility Study.
ACTION	The Council On Aging's three appointees to the Selection Committee will be: Bill Sterling (Voting) Mary Antes (Voting) Julie Secord (Advisory Only) Alternate member (should Mary or Bill be unable to attend): Denise Yurkofsky

INTERNAL REPORT DEFERRAL	Both the BayPath and Property Tax Relief Reports were deferred until the next meeting.
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FRIENDS COA	Betsy Willard updated the Board on Friends initiatives and proposed idea for the Fall fundraiser.
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COA DIRECTOR	Julie updated the board on Dec/January programs and services, including retirement of Co-Director JoAnn Kunz. Current challenges with transportation were discussed as well as the concern for the COA Van. The van was in for evaluation. It is a 2002 Dodge Ram Van and appears to have potential transmission problems.
ACTION	

REMOTE PARTICIPATION APPROVAL	The COA Board discussed the guidelines for Remote participation.
ACTION	On a motion proposed by Denise Yurkofsky and seconded by Harriet Onello,, the COA Board unanimously approved the policy authorizing remote participation for Board decisions if needed.

NEXT COA BOARD MEETING	Whereas the January 2012 Board meeting was so late in the month, the COA Board decided to cancel the February meeting and convene again on the first Tuesday in March, March 6, 2012 at 7pm.
ACTION	Meeting adjourned at 9:15pm.