



# Town of Wayland Massachusetts

Members: Steve Correia  
Mark Foreman  
Marylynn Gentry  
Frank Krasin  
Jean Milburn, Co-Chair  
William Sterling, Co chair

Council on Aging /Community Center Advisory Committee (“CoA/CCAC”)  
Minutes: July 16, 2015 7:30 PM

In attendance: Frank Krasin, Jean Milburn, Mark Foreman, Marylynn Gentry and William Sterling  
Absent: Steve Correia. Also in attendance were Ben Keefe and CoA Director, Julie Secord, Director of the Recreation Department, Jessica Brodie.

The meeting was called to order, as a quorum was present at 7:38 PM at the Selectmen’s Office in the Wayland Town Building.

## I. Public Comment-no comments.

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II. Review of meeting notes- Minutes from July 6 meeting were reviewed and amended to change any reference to “Park and Recreation” to “The Recreation Department.” Mr. Krasin moved to approve as amended. Ms. Gentry seconded the motion. The minutes were approved with 3-0 with two abstentions.

## III. Review of Environmental Assessment RFP

- a. The title of the document was agreed to change from “RFP” to “Contract Guidelines.”
- b. In RFP-General Conditions, item 1.c.1., third line, change “than” to “then.”
- c. The second part of item 1.d. that starts, ”Timeliness of response...” was changed to become a separate topic, item e. and the present item e changed to f.
- d. The third paragraph of History, in the second line, change “about 4.0 acres,” to “4.16 acres.”
- e. The fourth paragraph of History, insert at the end after,” taking ownership...” insert “and the timeline for this work reflects this schedule.”
- f. The fifth paragraph, in the first line after, “Sudbury River,“ insert, “and possibly within a priority habitat of endangered species.”
- g. In section IV, Scope of work, item 4, after “deemed,” insert, ”that.”
- h. Ms. Gentry will make these changes for further review at the next meeting.

## IV. Possible Archeological Study

Ms. Milburn has offered to help the Wayland Historical Commission (WHC) draft a request to the CPC for funding of an archeological study if the WHC determines the site has any areas that may be threatened by further development. Members of the WHC intend to tour the property with Alf Berry when he gets back from vacation to determine what may be required. There is reason to get on this right away because such a study may take as much as a year to complete. The sooner it is

authorized, the better, ideally right after Town Meeting votes to acquire the property from the Town Center developer. The fees for such a study could be financed by the Community Preservation Committee (CPC). However, such funding needs to be voted at Town Meeting. The next Town Meeting (November) warrant articles are due at the end of August.

#### V. Review Other Community Center Initiatives

Ms. Milburn presented handouts of materials from Marlborough and Sudbury. In addition a report by the Town of Lincoln has been copied and is available to view at the offices of the Wayland Senior Center.

#### VI. Discuss Preprogramming of Recreation, WCoA and WHC

Ms. Milburn discussed some of the major efforts made to date to better understand the various program needs of the three groups listed above regardless of whether they go forward with the municipal pad site or some other location, including staying where they are right now. Mr. Keefe concurred that this preprogramming is useful regardless of the outcome of the due diligence results on the Town Center site.

Ms. Brodie spoke positively about the potential uses of the Town Center site, particularly the idea of multipurpose rooms for dance and fitness classes for example. She added that it would be good to locate a classroom adjacent to a kitchen so that cooking classes could be conducted there.

Ms. Milburn suggested the need for a financial model to show the potential sources and uses of funding of programs. At the present time there are three groups in town that offer similar programs and thus potentially compete for users, the Recreation Department, the Council on Aging and the library. The Recreation Department is required by the FinCom to charge full cost for all of its programs whereas the library offers similar programs for free. The CoA is somewhere between the two. This pricing inconsistency creates a bias in usership that favors the library and negatively impacts the success of the other programs.

#### V. Date and time of next meetings

Ms. Milburn will report to the CPC on July 22 the possibility of the Historical Commission requesting money for archeological study of the 4.16 acre municipal pad.

Mr. Keefe will report to the BoS on July 23 regarding the progress of the Phase I environmental impact report.

The CoA/CCAC will attend the Recreation Committee meeting and the Historical Commission meeting (if it is scheduled), then reconvene for its own meeting after that if necessary.

The CoA/CCAC will schedule its next regular meeting on July 30, 2015 at 7 PM.

The CoA/CCAC has tentatively been scheduled to attend a BoS meeting on August 24 to make a progress report.

#### VI. Adjournment

At 8:22 PM, Mr. Sterling moved to adjourn. Mr. Foreman seconded the motion. The vote in favor was 4– 0. One member had already left.



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Handouts:  
Agendas of tonight's two meetings  
Minutes of July 6, 2015 meeting  
CoA/CCAC RFP-DRAFT 7-5-15  
Sudbury Initiative, Town Hall Forum Presentation 03.29.15  
Marlborough Senior Center Schematic Design October 2013

Respectfully submitted  
William A. Sterling, Co-Chair