

Wayland Free Public Library
Board of Library Trustees
Minutes of Meeting Wednesday, November 4, 2015
Raytheon Room, Wayland Free Public Library

Present: Library Director Ann Knight, Trustees Aida Gennis (chair, presiding), Anne Heller (left at 8:40), Lynne Lipcon, Thaddeus Thompson, Suzanne Woodruff **Absent:** Sally Cartwright

Call to Order: 7:47 a.m.

Visitors and Public Comment

Mike Lowery attended as a private citizen and spoke to a resolution he may present at Town Meeting. Gretchen Schuler attended on behalf of the WRAP Committee. Former Library Trustee Nan Jahnke attended as note taker. During public comment, on behalf of the Friends of the Library, Mrs. Heller encouraged all in attendance to come to the Library Book and Bake Sale this weekend and Mrs. Lipcon thanked her for her hard work organizing the event.

Minutes of Previous Meeting(s)

No minutes were presented for approval; the minutes of the Board meeting on October 22 will be reviewed at the next, regularly scheduled Board meeting on November 18.

Financial and Statistical Reports

Financial and statistical reports were deferred to the next, regularly scheduled, Board meeting.

FY 2017 Budget Request

Trustees reviewed the final draft of the Library's operating budget request and its accompanying budget narrative, which are due to the Finance Committee in early November. Mrs. Knight noted that it is a level-service budget with no substantive changes from last year. On a motion by Mrs. Lipcon seconded by Mrs. Woodruff, Trustees voted their approval unanimously (5-0).

Warrant Article for Library Planning and Design Funds (Article 6) and Special Town Meeting

Issues raised in public discussion. Mrs. Gennis reported on two questions raised about Article 6 at the Moderator's Forum held on October 28. The first was how the Trustees can study Town parcels not under the Board's jurisdiction. Mrs. Gennis explained her understanding that while "hands-off" research such as records searches can be conducted by anyone at any time, physical examination of a site and geotechnical testing would require approval of the board that controls the parcel by a vote of at least quorum plus 1; Mr. Lowery, who serves on the Board of Public Works, added that there are forms available to make such a request.

The second question was whether there are legal restrictions on the use of the land and building at 5 Concord Road. Mrs. Gennis thanked Mr. Lowery, whose public records request for the deed and other documents relating to the property fast-laned a request made earlier by the Board of Trustees. She then distributed copies of the deed to Trustees. Mrs. Gennis explained that she is still awaiting probate records for the will of Warren G. Roby, who bequeathed the land to the Town upon his death in 1897

along with funds to build a library on the land. Mrs. Gennis also reported that Mrs. Knight has found records in the archives of the Town's acceptance of the gifts in 1898, as well as a building committee's report from 1898 expressing concerns about the site and questions about legal restrictions, a report from 1900 on the opening of the new Library, and an opinion from an attorney in 1976 that the Town could sell or otherwise dispose of the property. Once the probate documents are in hand, Trustees will ask Town Counsel for a written opinion of any restrictions on the use or disposition of the land or the building.

Mr. Lowery, who has raised some of these questions in various forums, said he has come to support Article 6 but would like to offer a way for voters to express affection for the current building and perhaps appeal to the Trustees to keep the Library on its historical site at 5 Concord Road. He may offer a resolution to that effect as a "secondary motion" at Town Meeting after a favorable disposition of the article. Mr. Lowery expressed concern that State funding opportunities might push a Library project to a different site; he asked whether the Town might assume the entire cost of expansion, or tap funds from the Community Preservation Committee, to keep that from happening.

Other issues that have arisen in talks with the public and with Town boards in recent weeks include concern that the Town invest in the Library as a way to continue attracting young families to Wayland, that meeting spaces be used efficiently in the town, that the project costs be broken out more clearly, and that the Town be clearer on how the WRAP Committee's work will affect Town projects already under consideration. Mr. Lowery noted that while there is no longer a "Town Engineer" on staff, the Department of Public Works has open contracts with providers of various engineering services; he suggested Trustees might be able to engage some of those firms for geotechnical studies fairly quickly and easily if the study proposed in Article 6 passes.

Advocacy and public information at Town Meeting. Trustees approved seven slides that Mrs. Gennis, Mrs. Heller, and Mrs. Knight developed to accompany Mrs. Gennis's presentation of Article 6 at the podium. Mrs. Gennis will focus on the state's due diligence requirement to study more than one possible site for expansion and on the grant opportunity. Mr. Thompson agreed to speak at the Pro microphone on studies done in the last 10 years (e.g. the Library's 5-Year Plans, program updates, feasibility studies, Library Planning Committee Report) if needed, and Mrs. Woodruff agreed to speak on Library statistics and service constituencies, as needed, as well. Trustees left any last-minute edits to the Article 6 Q&A handout to the discretion of the Communications subgroup.

Wayland Real Asset Planning Committee (WRAP) Liaison Presentation and Discussion

Mrs. Schuler, the WRAP Committee's liaison to the Library, presented a set of questions about the Library, its site, its building, and its programs designed to help the WRAP Committee gather data about the location, characteristics, current uses, restrictions, and future needs for Town properties. Trustees will work with Mrs. Knight to answer the questions in writing; Trustees agreed they would also make the WRAP questions a part of their upcoming planning and design project, if Article 6 passes. In the meantime, discussion centered on challenges on the current site (flooding, drainage, parking, traffic, access, oil tank removal, wastewater/septic issues, etc.) and the difficulty that state funding opportunities require Trustees to move forward with planning and design for Library expansion before the WRAP is likely to reach its own conclusions about the best disposition of Town parcels.

Mrs. Lipcon asked Mrs. Schuler to clarify how the WRAP Committee will set priorities for projects and

contested sites. Mrs. Schuler said the criteria are still being developed, but that the length of time a project has been under Town consideration would be one criterion and availability of outside funds another. Mr. Thompson suggested that the centrality of a program's place in the "fabric of our Town life" should also be considered.

Mrs. Schuler mentioned that there is some overlap of need among departments and programs for resources like meeting space, exhibition space, and storage areas; perhaps such functions could be centralized or shared. Mrs. Gennis commented that the dispersal of arts to different locations throughout the town also has benefits, Mrs. Knight pointed out that having access to Library collections after a meeting or presentation is central to the Library's delivery of services; having meeting space available to Library patrons across town would not serve the Library's mission as well as meeting space on site.

Mrs. Woodruff wondered how plans for the new Rail Trail will impact the Library's site at 5 Concord Road, citing concern about parking and demand for restroom facilities. Mr. Lowry remarked that the Rail Trail might benefit the Library by bringing road crossing improvements.

Issues of timing and future Town Meeting approvals for Library expansion. Some time was spent trying to understand how parcels can be declared surplus or be transferred from the jurisdiction of one department or board to another. Mrs. Gennis's understanding is that any transfer must first be approved by the controlling department and then confirmed at Town Meeting. If this is correct, and the Trustees choose to apply for a state grant to build on a site other than the one the Trustees control at 5 Concord Road, the Trustees would have to arrange a land transfer and have it approved at a Town Meeting before January 2017, when the grant application is due.

On the other hand, if the Trustees choose to expand at Concord Road, they will almost certainly need access to additional parking and wastewater capacity, actions that would also require Town Meeting approval. Mrs. Schuler added that the WRAP Committee does not expect to have its interim report on the disposition of Town projects and Town properties ready until Spring 2016 at the earliest. The early deadline for Town Meeting articles (January and August 2016) makes planning very tight for both the Library and the WRAP, and the two committees will need to work together closely.

Mrs. Schuler, who is also chair of the Community Preservation Committee (CPC), announced that the CPC and Sudbury Valley Trustees are proposing to purchase development rights at Wayland's Mainstone Farm, at a cost of approximately \$11 million to the Town. That purchase will likely also come before Town Meeting in the next year, as will requests for a new Council on Aging and Community Center. Trustees asked how all these anticipated Town projects will affect the town's debt schedule.

Discussion of Community Preservation Committee Work

Mrs. Gennis asked Mrs. Schuler whether Community Preservation funds might be available for the purchase of wastewater capacity to benefit the Library as an historically significant building; Mrs. Schuler said it would be very unlikely. She added that acceptance of Community Preservation funds (for example, for preservation of the Library's Rotunda windows) would entail preservation restrictions that would travel with the building if it were transferred or sold.

Open Houses and Tours

The second Library Open House will be held on Thursday, November 5, from 7 to 9 p.m. Mrs. Woodruff, Mrs. Gennis, and Mrs. Lipcon will lead tours, joined by members of the Library Planning Committee.

The Meeting Was Adjourned at 10:15, when Mr. Thompson had to leave and the quorum was lost.

Documents for This Meeting

1. Agenda of Meeting Wednesday, November 4, 2015
2. Draft Budget, Budget Narrative, and Cover Letter for 2016-2017 Operating Budget Request, prospectively dated November 6, 2015
3. Deed of Cynthia Roby to Town of Wayland 9-4-1899, BK1411, PG2764
4. Minutes of Town Meeting, March 28, 1898, describing the passage of Article 25, in which the Town accepts a gift of land and funds to build a library from the will of Warren G. Roby
5. Report of the Library Trustees, 1898, expressing pleasure in the gift of land and funds for a new Library
6. Report of the Library Building Committee, 1898, expressing concern about the Library site and restrictions thereon
7. Report of the Board of Library Trustees, 1900, expressing successful completion of the new Library
8. Letter from C. Peter R. Gossels, Esq., to Board of Library Trustees, October 29, 1976, expressing legal opinion that the Town is vested with a valid, marketable, fee simple title to the lot at 5 Concord Road.
9. Resolution proposed by Michael P. Lowery for possible presentation at Town Meeting titled "Article 6 – Motion 2: Resolution Supporting Wayland Free Public Library at Its Historic Location"
10. Printout of slideshow expected to be used during Board's podium presentation at Town Meeting
11. Handout for Special Town Meeting, "Let's Plan for the Library's Future"
12. Handout for Special Town Meeting, "Article 6: Library Planning and Design, Frequently Asked Questions"
13. Document from the WRAP Committee titled "Points for Discussion with Boards, Commissions & Departments," Revised 10.28.15, presented by Mrs. Schuler

Next Meeting(s)

- Thursday, November 5, 7-9 p.m., Library Open House and Tour, Raytheon Room, Wayland Free Public Library
- Monday, November 9, 7:30 p.m., Special Town Meeting, Wayland High School Field House
- Wednesday, November 18, 7:45 a.m., Raytheon Room, Wayland Free Public Library

Respectfully submitted by Nan Jahnke, Friend of Wayland Free Public Library