

Wayland Free Public Library
Board of Library Trustees
Minutes of Meeting Wednesday, January 13, 2016
Raytheon Room, Wayland Free Public Library

Present: Library Director Ann Knight, Trustees Aida Gennis (chair, presiding), Sally Cartwright, Anne Heller, Lynne Lipcon, Thaddeus Thompson (left at 10:10), Suzanne Woodruff **Absent:** None

Call to Order: 8:04 a.m.

Visitors and Public Comment

Mark Peter Hughes attended the meeting and mentioned he is considering running for election to the Board of Library Trustees in April. Former Trustee Nan Jahnke attended the meeting and took the minutes.

Minutes of Previous Meeting(s)

Trustees approved the minutes of the Board meeting of November 18, 2015 (5-0-1), Mr. Thompson abstaining as he was not present for the meeting. Trustees approved the minutes of both December 2, 2015 and December 16, 2016 unanimously (6-0).

Financial and Statistical Reports

Financial and statistical reports will be discussed at the Board's next meeting, on January 27.

Long-Range Plan

Mrs. Knight reported that two of the six consultants whom she had invited to submit proposals for help on the next Long-Range Plan responded favorably, the others having retired or being already committed to other projects. After reviewing the candidates' proposals and finding both to be worthy, Trustees voted unanimously (6-0) to authorize Mrs. Knight to work with the Town to engage James C. "Chuck" Flaherty for the work. In their selection, Trustees cited Mr. Flaherty's deep familiarity with library work from his years as director of The Public Library of Brookline, his ease in public forums, his reputation for incisive questions, his sensitivity to the needs of a new director, and his lower bid. Trustees authorized payment up to \$5,000 for Mr. Flaherty's work on the Long-Range Plan, the money to be taken from the Draper Fund. Mrs. Knight will invite Mr. Flaherty to meet with Trustees at an upcoming Board meeting.

Warrant Articles for Annual Town Meeting

Mrs. Cartwright reported on a recent Board of Selectmen's meeting at which the selectmen reviewed some possible upcoming warrant articles and the Town Administrator, Nan Balmer, discussed others. Selectmen heard descriptions of the two Library articles currently under consideration, one to purchase wastewater capacity for the current Library site at 5 Concord Road and the other to transfer custody and control of the parcel formerly used for the Department of Public Works (DPW) building at 193 Main Street. Selectmen took no action on the articles but did authorize Town Counsel, who is drafting the Library articles, to also draft a written opinion concerning ownership and deed restrictions on the Library's own parcel at 5 Concord Road.

Wastewater article. Trustees reviewed Mr. Lanza’s draft of an article to purchase wastewater capacity for the current Library site, whose septic system is aging, at an estimated cost of \$60,000 to \$70,000. Mrs. Gennis noted that the article could be withdrawn at any time up to printing of the warrant should new information or circumstances arise. On a motion by Mrs. Heller, seconded by Mrs. Lipcon, Trustees voted unanimously (6-0) to accept Mr. Lanza’s draft, with any necessary changes as determined by Mrs. Gennis, and authorized Mrs. Gennis to submit it to the Town by January 15 for inclusion in the warrant for the 2016 Annual Town Meeting. Mrs. Gennis noted that as part of any acquisition of wastewater capacity from the Wastewater District Commission, the Library will need to establish that a Title V-compliant system could be sited on this parcel; this can be done as part of the upcoming Library Planning and Design Study.

Land transfer article. Mrs. Gennis reported on a recent meeting of the Wayland Real Asset Planning (WRAP) Committee at which four Town departments and programs—the Council on Aging, the Library, the Department of Recreation, and the joint Council on Aging and Community Center Advisory Committee—discussed possible upcoming building projects. The WRAP Committee is still reviewing the Town’s land holdings and program needs; for this reason, it will not recommend particular sites for particular projects at this time and probably not in time for Annual Town Meeting. The WRAP Committee urged boards interested in Town lands to collaborate as best they can in the meantime.

In discussion of land needs at the WRAP meeting and at a subsequent DPW meeting, it became apparent that several Town programs might be interested in the 4.7-acre site at 195 Main Street, the former DPW site adjacent to the Middle School. The Library, for one, wants to investigate the site to see whether a new Library might be constructed there, and the Department of Recreation is interested in building a new multipurpose artificial turf field there. Other proposed uses include school bus parking (School Department) and snow storage (Public Works). Trustees reviewed a concept map distributed at the DPW meeting showing a possible Library-and-field arrangement on the Main Street site that was developed by the Beta Group in March 2014 and labelled “Option 4.” Trustees noted that the Library had no input in the creation of that document and does not endorse the option—or any other option—at this time.

Considering these various interests in the property at 195 Main Street, Trustees agreed that the scope of the article that Mr. Lanza drafted for the transfer of 195 Main Street to the Library might need to be enlarged to include (a) the parcel at 193 Main Street (the 1.9-acre parcel across the Middle School driveway, believed to be controlled by the School Department), (b) the Department of Recreation as a second recipient of custody of the enlarged parcel and as a co-sponsor of the article, and (c) perhaps other municipal departments and purposes as well. Before moving forward with the article, Trustees asked Mrs. Gennis to clarify with the state Board of Library Commissioners whether any sort of shared control of a parcel would be an acceptable condition for a site later chosen for a state-subsidized Library construction project.

Much discussion ensued, and questions arose as to whether 193 Main Street is a buildable parcel, how much acreage a multipurpose artificial turf field would require, whether both a Library and a field could share the Main Street site(s), how parking for the two uses might be shared, how driveways might be configured, whether the Library should also look at unimproved Town lands at 137 Cochituate Road near Traditions, and so on. Trustees did not give an opinion on where a future Library might be sited on a consolidated parcel on Main Street, leaving this to the judgment of the architect soon to be hired for the Library Planning and Design Study.

In view of the many considerations and contingencies, and cognizant of the January 15 deadline for submitting warrant articles to the Town, Trustees voted on a motion by Mrs. Woodruff and seconded by Mrs. Cartwright to authorize Mrs. Gennis to continue to work with Town Counsel, the Department of Recreation, and the School Committee to (a) finalize an article authorizing the Department of Public Works (and perhaps the School Department) to transfer 193 and 195 Main Street to the custody and control of the Board of Library Trustees, allowably also to the Department of Recreation as shared custodian and co-sponsor, and perhaps to other municipal bodies and uses as well; to (b) draft a second article of transfer of 137 Cochituate Road to the custody and control of the Board of Library Trustees; to (c) configure and draft the articles as new understandings require; and to (d) submit the articles to the Town by January 15 for inclusion in the warrant for the 2016 Annual Town Meeting. The vote was unanimous (6-0) in the affirmative.

Mrs. Gennis reviewed the land transfer process for 195 Main Street as it is currently understood: the Department of Public Works would first declare the land surplus; voters would decide at Town Meeting whether to approve the article authorizing DPW to make the transfer; if that authorization were approved, DPW would then meet to vote on the transfer to the municipal bodies specified in the article. Mrs. Gennis noted that if the 193/195 parcel is chosen as the site for new Library construction and the Town chooses to apply for a state library construction grant, then the transfer of the identified building site to the Library would have to be made before the grant application was submitted (i.e., in early fall). Finally, Mrs. Gennis confirmed that the transfer to the Library could be made contingent on the award of the state grant.

Library Planning and Design Study

Mrs. Knight reported that the Town has received 11 responses to the Library's Request for Qualifications for an Owner's Project Manager to oversee the upcoming Library Planning and Design Study. Next steps include interviews and further collaboration with the Permanent Municipal Building Committee.

Succession Planning

Mrs. Lipcon reported that she and Mrs. Cartwright will meet with Human Resources Director John Senchyshyn in late January to discuss the process for selecting and hiring a new Library Director to serve after Mrs. Knight's retirement in the fall.

Additional Trustees Concerns

Mrs. Woodruff will distribute information she received at a recent meeting updating progress on drainage mitigation at the Library for discussion at the Board's next meeting.

The Meeting Was Adjourned at 10:27 a.m.

Documents for This Meeting

1. Agenda of Meeting Wednesday, January 13, 2016
2. Director's Report [January 13, 2016]
3. Minutes of Board of Trustees Meeting, November 18, 2015
4. Minutes of Board of Trustees Meeting, December 2, 2015
5. Minutes of Board of Trustees Meeting, December 16, 2015

6. Financial Report, "Town Funds" and "Other Sources" 1/12/2016
7. Circulation Report, December 2015
8. Packet of six responses to an invitation to submit proposals for consulting on a Long-Range Plan for the Wayland Free Public Library; the responses were from James C. Flaherty, Deb Hoadley (Hoadley Consulting), Carol A. Mahoney, Nancy Rea, Thomas Jewell, and Sunny Vandermark.
9. [DRAFT] "Article for 2016 Annual Town Meeting" concerning payment in lieu of sewer betterment assessment for sewer capacity for Town Library buildings [drafted by Town Counsel Mark Lanza]
10. [DRAFT] "Article for 2016 Annual Town Meeting" concerning the transfer of the former highway garage site for Town Library [drafted by Town Counsel Mark Lanza]
11. Concept sketch labeled "Option 4, Wayland Library and Multipurpose Field, Town of Wayland, March 2014," Beta Group, Inc.

Next Meeting(s)

- Wednesday, January 27, 2016, 8 a.m., Raytheon Room, Wayland Free Public Library

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