

**Wayland Free Public Library
Board of Library Trustees
Minutes of Meeting Wednesday, November 30, 2016
Selectmen's Hearing Room, Wayland Town Building
41 Cochituate Road, Wayland, Massachusetts**

Present: Library Director Dana Mastroianni, Trustees Aida Gennis (Chair, presiding), Sally Cartwright, Anne Heller, Mark Peter Hughes, Suzanne Woodruff; Mr. Hughes left the meeting at 10 a.m.

Absent: Lynne Lipcon

Call to Order: 8:07 a.m.

Visitors and Public Comment

Former Director Ann Knight attended the meeting and participated in discussion of the grant application to the Massachusetts Public Library Construction Program. Former Public Buildings Director John Moynihan attended for a portion of the meeting to discuss flood mitigation work at the Library. Former Trustee Nan Jahnke attended the meeting and took the minutes. There were no other visitors and no public comment.

Minutes

Trustees approved the minutes of November 10, 2016, unanimously (5-0).

Reports

No reports were presented at this meeting. The monthly financial, circulation, statistical, and Director's reports will be reviewed at the meeting on December 14.

Drainage Project

Ms. Mastroianni reported that the drainage project for flood mitigation at the Library is moving toward completion. Excavation and construction could be done as early as December 2, in time for the Holiday Open House, leaving only paving of the parking lots. Workers have uncovered some unexpected structures, including abandoned pipes, two duct banks, utility lines, and a manhole. According to Mr. Moynihan, among the pipes encountered was a water line to the Wayland Depot and a 4-foot section of what is believed to be the old, failed, drainage pipe: a 24-inch pipe now silted up and unusable. Surprisingly, this drainage pipe does not seem to have continued under the road to discharge near the Depot, as expected; rather it seems to have dead-ended in the manhole.

Because of the disruption and the presence of heavy equipment in the parking lots, some Library programs had to be cancelled; others were rescheduled or moved to other locations. The Library also closed early on two days at the end of the month. Ms. Mastroianni expressed thanks to the Police Department, for providing the police detail; to staff, for maintaining their equanimity; and especially to

the project managers at I. W. Harding, the construction company, for keeping communications with the Library open and candid.

In response to a question from Mrs. Gennis, Mr. Moynihan assured Trustees that a “record plan” and narrative of the project work will be completed at the conclusion of the drainage project documenting all work, structures encountered, and mitigations implemented under the contract and the project grant from the Massachusetts Emergency Management Agency.

Holiday Open House

The annual Holiday Open House is scheduled for Sunday, December 4, from 2-5 p.m. Mrs. Cartwright will welcome visitors and introduce the new Library Director, Dana Mastroianni. Publicity has been distributed in all the usual outlets, and the Friends will provide refreshments. Ms. Mastroianni reported that she authorized a payment of \$550 for carpet cleaning, which will be paid from State Aid; the carpet in the Raytheon Room was in particular need of cleaning as it gets such heavy traffic.

Wayland Reads

Mrs. Cartwright reported that the Wayland Reads program is on track under the direction this year of Reference Librarian Rachel Sideman-Kurtz. The Friends will contribute \$1,000 toward speaker fees, and the Library will apply for additional funds from the Massachusetts Cultural Council, which has funded such requests in the past. The Library can purchase copies of the two books—*Master Thieves: The Boston Gangsters Who Pulled Off the World’s Greatest Art Heist*, by Stephen Kurkjian, and *The Art Forger: A Novel* by B.A. Shapiro—from the Materials budget. Mr. Hughes praised the idea of inviting those authors to speak, saying that author talks are “a good and important thing.”

Gossels Program

There was nothing new to report on the Gossels Fund program proposed for winter or spring as Mrs. Lipcon, who has spearheaded the program for many years, could not attend the meeting. Trustees expressed appreciation for Mrs. Lipcon’s dedication to this important program, which presents issues of human rights and dignity worldwide, and reiterated the importance of holding such presentations on a regular basis.

Staff Changes

Ms. Mastroianni reported that the Library is currently interviewing candidates for the positions of Reference and Technology Librarian and Children’s Room Assistant Librarian, due to normal staff turnover. The Library should be fully staffed by the end of the calendar year. Ms. Mastroianni also reported that she is currently holding department meetings every two weeks.

Library Planning and Design Study

Mrs. Gennis reported that Tappé Architects, the design team for the Library Planning and Design Study, continue working to refine their conceptual designs for a new Library building, based on feedback received at a community forum on November 2. Mrs. Cartwright asked that a link to the WayCam

videotape of that meeting be put on the Library website for those who could not attend the forum in person. Tappé will also prepare and assemble many of the technical documents, maps, and drawings required to be appended to the Trustees' application for a grant from the Massachusetts Public Library Construction Program (MPLCP).

Mrs. Gennis was very pleased to report that the Board of Selectmen voted on November 21 to transfer its interest in the parcel at 193 Main Street to the Board of Library Trustees and the Recreation Commission (separately, according to a mutually agreed-upon site plan showing areas for BoLT, School Committee and the Recreation Commission) for their various purposes, subject to certain conditions; in the case of the Library, those conditions are (1) the award of a grant for Library construction from the MPLCP and (2) a vote of Town funds for Library construction at Town Meeting. The Board of Public Works previously transferred its interest in the adjacent parcel, 195 Main Street, under identical language and conditions, making the western portion of the combined parcel legally available to the Board of Library Trustees for the purpose of applying for a grant of state funds.

Mrs. Knight reported that she has completed a first draft of the grant application and that a small group will be reviewing and editing it before it is passed on to staff and Trustees for comment. Trustees will vote on the entire application packet at their meeting on either January 4 or January 18, 2016.

Trustees discussed whether to undertake a traffic study as part of the current Library Planning and Design Study or whether to wait to see if the Town receives a construction grant. A traffic study is not required for the grant application but could be useful for planning purposes and for discussion of the project with various town constituencies, including neighbors, abutters, Middle School parents, and future field uses. It would cost about \$6,000 and take about a month to complete, Mrs. Gennis said.

Trustees were conflicted about conducting a traffic study at this time. While they were interested in the information a traffic study might contain (e.g., whether a light or a turning lane might be required at the entrance to the Middle School drive), they were mindful that the study would need to investigate several factors that are outside the Library's control and are currently unknowable—e.g., whether school buses will be parked on the 207 Main Street parcel, and whether a playing field will be constructed on the eastern portion of the 195 Main Street parcel. Mrs. Gennis asked that further discussion be deferred to the next meeting. In the meantime she will inquire of the Permanent Municipal Building Committee whether such a study should or can be undertaken now.

Mrs. Gennis reported that the Board of Selectmen has received and released the opinion of Special Legal Counsel Jeffrey Ontell of the firm of Marsh, Moriarty, Ontell & Golder, in Boston, concerning possible deed restrictions on the property at 5 Concord Road, the site of the current Library. Among the questions is whether the site must be used for library purposes in perpetuity. Mrs. Gennis believes the opinion aligns with the earlier opinion of Town Counsel Mark Lanza. Mrs. Gennis advised Trustees that the opinion is available in the packet for the Board of Selectmen's meeting of November 21, and she asked them to review it before their next meeting, on December 14. In the meantime, there may be an opportunity for Mrs. Gennis and Ms. Mastroianni to speak with Mr. Ontell to discuss the opinion and next steps.

Mrs. Knight pointed out that, whatever the legal findings, it is worth remembering that it was clearly the intention of Judge Roby, who granted the land at 5 Concord Road to the Town in 1899, that it be used to support a larger and more modern Library than the Town could then provide in the Town Hall building—a situation similar to the one facing the Library today.

Mrs. Gennis reported that there is some uncertainty about which Town body should file an ANR (Approval Not Required) petition to the Planning Board to dissolve the internal boundary line between 193 and 195 Main Street, both Town-owned properties near the Middle School, to consolidate the parcel under one address. There is also uncertainty about whether to file such a petition before or after the town receives a state construction grant, if, indeed, it does. Mrs. Gennis hopes to have more clarity on this issue by the next Trustees' meeting.

Mrs. Woodruff reported on recent developments at the Board of Public Works (BoPW) as known through two recent meetings. She said that the Department of Public Works is currently using the 195 Main Street site for laydown of materials from the Main Street road project, as is their right. (The BoPW has transferred this parcel conditionally to the Board of Library Trustees and the Recreation Commission, but retains full use of the entire site until, on the Library side, the town receives a state grant and votes Town funds for new Library construction.) Mrs. Woodruff also noted that the School Department has inquired about using the site for bus parking in the short term; this request has been met with some concerns about “live fueling” of vehicles there. Finally, Mrs. Woodruff noted that there is no definite plan at this time for demolition of the old highway garage at 195 Main Street.

Topics Not reasonably Anticipated by the Chair 48 Hours in Advance of Meeting

Ms. Mastroianni reported that a new server is scheduled to arrive shortly. She also noted an opportunity to communicate Library news in the upcoming insert to the Town tax bill; she said she would devise a message either about library card registrations or Wayland Reads, or perhaps both.

The Meeting Was Adjourned at 10:45 a.m.

Documents for This Meeting

- Agenda for Meeting, November 30, 2016
- Minutes of November 10, 2016

Next Meetings

- Wednesday, December 14, 2016, 8 a.m., Raytheon Room, Wayland Free Public Library
- Wednesday, December 21, 2016, 8 a.m., Raytheon Room, Wayland Free Public Library (provisional, if required for warrant article vote)
- Wednesday, January 4, 2017, 8 a.m., Raytheon Room, Wayland Free Public Library
- Wednesday, January 18, 2017, 8 a.m., Raytheon Room, Wayland Free Public Library

Respectfully submitted by Nan Jahnke, a friend of the Wayland Free Public Library