



Town of Wayland Massachusetts

WRAP Committee

Colleen Sheehan (Chair); Anette Lewis (Vice-Chair); Tom Abdella; Gretchen Schuler; Bill Steinberg

WRAP Committee Meeting Minutes September 3, 2015

In Attendance: C. Sheehan; A. Lewis; T. Abdella; B. Steinberg. Not In Attendance: G. Schuler.

Call to Order at 7:35PM. WayCam was taping the meeting.

I. Public Comment – None

II. Review of Tools –

A handout was provided to the members of the committee, which was a GIS list of all Town owned land. Sarkis Sarkisian (Planning Director) will make this available on the Town website. There was a brief discussion of a recent study (or two separate ones) completed in 2013 or 2014 to report on the status of current Town facilities (i.e. quality, needs for capital repairs, etc.) and to look at potential locations for new or relocated facilities. Committee members were provide with a copy of a 2005 draft study by a Town appointed capital committee.

Brendan Decker, GIS Coordinator for the Town, will present to the Committee at the meeting of 9/18/15. Ms. Sheehan said that she will work on getting a list of future potential Town projects.

Mr. Abdella and Ms. Lewis briefly discussed the demographic data that they are reviewing. They anticipate having feedback on that by mid-late October. Mr. Sarkisian indicated that he will send to Ms. Lewis a report on water use that should provide data with regard to changing demographics in Wayland.

It was discussed that Mr. Decker, working with Wayland resident Mike Lowery, is working on a mapping system that will provide GIS mapping that will identify residents by age, thereby showing where seniors in Wayland are living and possibly providing some trends with regard to the demographics of seniors.

Other helpful studies that are expected to be available to the Committee are: a) past two Master Plans (online); b) DPW study; c) past two library studies, including the one that was completed in 2015; d) salt shed study; and e) Historic Commission Map.

Ms. Sheehan discussed a potential schedule for the process, which would include:

- i. Meeting with Town boards, commissions and committees on 9/30/15

- ii. Completing most demographic investigations in October.
 - iii. Have an analysis of current facilities in November.
 - iv. Have a general outline for a report for the Town in November.

- III. Discussion of Invitation to Boards, Commissions and Committees –
Ms. Sheehan handed out to Members a draft memorandum to be sent to various boards, committees and departments who have facilities and/or land requirements. The memorandum was discussed and changes were made. Mr. Steinberg made a motion to accept the memorandum as amended and Mr. Abdella seconded the motion. The amended memorandum was approved by a vote of 4-0. Ms. Sheehan indicated that she would run the memorandum by Town Administrator Nan Balmer prior to sending it to boards, committees and departments.

- IV. Meeting Minutes –
B. Steinberg moved to approve the meeting minutes of 8/20/15, as amended. A. Lewis seconded. The motion was approved by a vote of 4-0.

- V. Adjournment –
Mr. Abdella moved that the meeting be adjourned. Ms. Lewis seconded the motion. By a unanimous vote, the meeting was adjourned at 9:27PM.