

Wayland Real Asset Planning Committee

September 18, 2015 – 7:30 AM

AMENDED AND APPROVED 10/14/15

Present: Colleen Sheehan, chair; Tom Abdella, Anette Lewis, Gretchen Schuler and Bill Steinberg.

Also attending: Brendan Decker, GIS Coordinator; Mike Lowery.

Public Comment. No public comment.

Bill Steinberg noted that he has received some feedback from residents that the WRAP be prepared to make recommendations to ATM 2016 about the Library and Town Center parcel (potential Community Center) assuming that there will be articles dealing with each at the Spring TM. He noted that there may not be a final decision or recommendation but that the Committee weighs in on each in terms of its evaluation.

Review of Tools, Survey and Resources. A brief discussion of webpage content, posting of meetings and minutes and location of various reports that will be used by WRAP led to the conclusion that Colleen will follow up with Nan Balmer, Town Administrator and Sarkis Sarkisian, Town Planner about where WRAP information will appear on town website. Anette Lewis will ask Mr. Sarkisian to provide links to other reports such as Salt Shed report, library studies, Master Plan Update, COA report etc. Ms. Lewis will post agendas for future meetings.

GIS Resources (Brendan Decker and Mike Lowery). Colleen Sheehan welcomed Brendan Decker, GIS Coordinator and Mike Lowery. Mr. Decker explained that CAT Technologies is updating the GIS website. He walked us through the way in which the new site will operate using a hand-out to demonstrate what each page and cue will look like on computer screens. Specific lot information will be more easily accessed with relevant links and documents on each property card. The time-consuming process of entering data and creating links has begun with deeds for town-owned property as first order of business. Alf Berry, Town Surveyor is working with Ellen Brideau, Town Assessor on this part of the project. Ms. Sheehan wondered if there may be a metro-west grant to help work on downloading the deeds from the Registry.

WRAP will be interested in adjacencies of town owned property. For the time being, members will have to determine adjacencies by viewing a parcel map of town-owned property. Presently a general query is not possible in the GIS system.

Mr. Lowery discussed the issue of data quality and cautioned users that there may be inconsistencies and errors. These generally have to be addressed by both Assessors and GIS staff. Two sets of properties that have been subject of questions are the Town Building, 41 Cochituate Road (deeds and allowed uses) and the Dudley Woods parcels that still show in database as controlled by the Board of Selectmen (Municipal category). They were transferred to Recreation by 2014 and 2015 ATMs. Gretchen Schuler will find reference to TM Articles and send to Mr. Berry and Mr. Decker.

Lack of a change of information related to the Dudley Woods parcels points out the need for a process of getting Town Meeting actions to the Assessors and to GIS. A timeline should be developed.

Mr. Decker requested e-mails of members of WRAP – Ms. Schuler will send.

Preparation for September 30 Meeting. Brendan will provide WRAP with large map of town-owned properties and Sarki will mount on a board. A file will be sent to Tom Abdella who will talk about the GIS and maps showing town-owned property.

Ms. Schuler will ask MaryAnn DiNapoli to reserve the LCD projector for the meeting.

(Bill Steinberg left at 8:15 AM)

Town Departments have been invited to report through the Town Administrator if they are unable to come to September 30th meeting.

- 1) Ms. Sheehan will talk about the WRAP charge and Ms. Lewis will help her develop comments.
- 2) Mr. Abdella will discuss map and GIS capabilities – town owned parcels with ownership, restrictions, deeds, milestones, and ATM report.
- 3) Department reports and summaries.

The two-year committee is in its first stage of defining characteristics of land – the real restrictions through deeds and restrictions that are subject to change.

It is likely that departments and boards controlling land will be asked if they see a need for acquiring additional land.

NEXT MEETING . September 30th at 7:30 PM. Ms. Lewis will post and send reminder to boards that may want to participate in that meeting.

This meeting adjourned at 8:45 AM.

Respectfully submitted, Gretchen G. Schuler

Material Received at Meeting

- 1) Screen Shots showing new GIS Website scheduled for release in January 2016. (7 pages prepared by Mr. Decker for 9/18/15 meeting.
- 2) Town Land Ownership Table – Printed 9/3/15 by Mr. Decker