

Wayland Real Asset Planning Committee

December 30, 2015 – 7:00 PM

APPROVED 1/14/16

Present: Colleen Sheehan (presiding); Tom Abdella, Anette Lewis and Gretchen Schuler.

Call to Order: 7:07 PM

Public Comment. None.

Minutes The minutes for December 11, 2015 were approved as amended 4-0-0. The minutes for December 17, 2015 were approved as amended 3-0-1 (Mr. Abdella abstained).

Update of WRAP Meetings with Boards/Commissions. Responses to WRAP discussion questions were received from Conservation Commission and for Library Trustees via e-mail.

Planning of Group Meeting – January 6th. Representatives of the Library Trustees, Council on Aging, Council on Aging/ Community Center Advisory Committee, and Recreation Commission are able to attend the next WRAP meeting on January 6, 2016. The goal will be to discuss the synergies among the groups, meeting spaces needed/wanted, kinds of services and understand unique aspects of each group that cannot be combined with others. More than one group has expressed interest in lecture space, others in performance space. Can these types of programming be conducted in the same space?

There was a brief side discussion about need for Library Trustees to have control of parcel on which a new library may be built in time for the next grant cycle. The Library must submit a letter of interest in September at which point it must designate an address for the library and it must have control of that address. Thus if the study that it will be conducting in the near future recommends 195 Main Street – the old highway garage parcel – it must be in Library's control. In addition Mr. Abdella mentioned that he had heard that Recreation is interested in the same parcel. This is an issue about which WRAP will eventually make a recommendation; however not in time for the warrant articles' submissions on January 15, 2016. Therefore, it may behoove the library trustees to discuss now with Board of Public Works and submit one article with multiple parcels of which one can be transferred from controlling board to the library trustees should that parcel be the recommendation of the study. Ms. Schuler will check with Library Trustees to see what they plan to do about the timing of such requests.

The format of the January 6th meeting will be a charrette in which each invited group will brainstorm about a set of questions regarding needs/wants/potential building projects. The meeting will include: introduction (looking for way to accommodate all); break up into groups led by a WRAP member to respond to set of questions; reconvene for reports on groups' discussions; and discussion and feedback on groups' discussions.

Questions to ask will include: parking requirements, times of use, fees, types of programs. One example is that the library wants "maker space" to do 3-D printing and community center wants arts and crafts space. Is it the same type of space? Is there an overlap? Ms. Sheehan suggested giving "for example" after most questions. What are you using space for (quiet space, group discussions, etc.)? What types of space do you need (large group/small group, passive/active participation) and how often will you use it (per week/per month/day/evening)? What types of programs will you run and for which demographic (youth/teens/adults/seniors)? What will be the hours of operation and peak times? Are some fee-based programs? Is geographic location

important (central/neighborhood/disparate)? What types of administrative space do you need? What are your projections for additional staff for a new space?

Ms. Lewis will prepare and post the agenda and request use of Large Hearing Room. Ms. Schuler will prepare the questions based on discussion above. Ms. Sheehan will send agenda and list of questions to each group prior to the meeting. She also will ask Mr. Sarkisian to obtain four easels with pads of papers and markers. It was also noted that we need a map of town-owned land. Ms. Sheehan will ask Mr. Sarkisian to prepare a large map showing final parcels in Salt Shed study, DPW building study and Library study (August 2015).

Criteria Matrix. Mr. Abdella will work on restructuring Scoring Criteria sheets into four: Sheet 1 with Criteria, Factors, Weight columns; Sheet 2 with specifics columns; Sheet 3 for siting matrix (use Salt Shed report); and Sheet 4 with Instructions.

Other. It was noted that Mainstone is another large capital project that may come before the town at ATM 2016. Should WRAP run that through the project matrix when we begin to consider projects? No conclusion.

Members spent several minutes looking at list of town-owned land that Ms. Schuler had sent to Brendan Decker, GIS Specialist asking him to fast-track those parcels for updating database. Several were inappropriately on that list; Ms. Schuler will review list with town maps and refine to resend to Mr. Decker. There also was some discussion of the old landfill on the south side of Route 20 which is considered a liability. Picking up on what Ms. Sheehan had said at a previous meeting – that perhaps we should be looking for ways to turn a liability into an asset. Its proximity to the river and its former use are problematic.

With regard to discussions about a new library, Ms. Sheehan noted that when new sites and new building are discussed there is never a mention of use of the present library were the library to move. She believes that this must be a part of any library planning.

The FinCom will be looking for an appointee to WRAP. Ms. Lewis and Ms. Schuler have communicated with some regarding possibility. Mr. Abdella suggested that anyone interested send an e-mail to FinCom chair Nancy Funkhouser or attend meeting to express interest in Public Comment.

Next Meetings

January 6, 2016 (Wed.) 7:00 PM – Group Meeting - Charrette

January 14, 20, 27 at 7:30 PM

February 10 & 24 at 7:30 PM

The meeting adjourned at 9:50 PM following a 4-0-0 vote.

Respectfully submitted,
Gretchen G. Schuler