

Wayland Real Asset Planning Committee

June 6, 2016 – 7:30 PM

APPROVED July 11, 2016

Present. Colleen Sheehan; Tom Abdella, Anette Lewis and Gretchen Schuler.

Call to Order. The meeting was called to order at 7:35 PM by Colleen Sheehan who had two orders of business. She asked that someone communicate with Wayland Buzz with information on the community forums. Gretchen Schuler said that she would get back to reporting to Wayland Buzz as she had been doing in the past. Ms. Sheehan also told other WRAP members that she will be resigning from Planning Board and WRAP within the next week due to family obligations. Thanks for her time on WRAP and acknowledgment of her skills in chairing the committee were recognized by all three remaining members.

Minutes. The minutes of May 11, 2016 were approved as amended by a vote of 4-0-0. The minutes of May 16, 2016 were approved as amended by a vote of 3-0-1. Mr. Abdella abstained as he had not attended that meeting.

Community Forum Recap. First discussed was the issue of commonalities among programs and space needs. Question of commonalities in programs or size of requested space needs have been raised. Several participants have voiced concern about this concept and do not believe that there are commonalities as stated by WRAP members at community forums. Ms. Sheehan wondered if synergies are seen as a negative. If nothing else the issue of commonalities should be looked at from the scheduling angle. Ms. Sheehan also reported that the Fire Chief asked the Town Planner about what is being done about the various requests made in response to questions presented by WRAP to each board/commission/committee. He is particularly concerned about freeing up the Art Room at Station Two so that he can accommodate requirements at that station for staff. WRAP members wondered about the size of the room which is believed to be under 2,000 sf.

Next Steps. There was a brief discussion about the Permanent Municipal Building Committee and its role in shaping projects. The former PMBC was only interested in receiving a planned project for which PMBC would oversee construction. Ms. Schuler stated that she had heard that the present PMBC plans to be much more interactive as its approach to the library expansion is that the PMBC will determine which site and plan to implement once it has been given all information by Library Study Committee, architects and Library Trustees. It seems time to meet with the PMBC in order to understand its role in planning for future projects.

Demographics trends must be studied. Each department studies demographics when considering a capital project; however, it is apparent that the sources for gathering demographic information tend to vary in content. Recently, the Library, COA/CC and Schools have looked at demographics – should WRAP develop yet another set of statistics? Ms. Lewis and Mr. Abdella have worked on gathering much demographic information and have noted inconsistencies. They believe that it is important for all departments to use the same set of information and that trends unique to Wayland should be considered. There has been no significant increase in the overall population over the last 40 years, albeit there was an increase in the school age population in the late 1970s. The breakdown of age groups over time is an important consideration (how has the school population changed over time?). Mr. Abdella will review work to date and resume gathering and analysis of population information. He believes that the over 70 years of age category is at 16% of the population and wonders how that compares to 20 years ago – how much is an increase in the older population attributable to residential developments for seniors at Traditions, Carriage House and Sunrise?

In reviewing the WRAP's charge it was noted that the end date of June 30, 2017 for a final deliverable is too late to have any real impact on the next cycle of Town Meeting when there are likely to be some major capital expenditures proposed. Members asked themselves how realistic it would be to expedite the final report. A proposed schedule would include:

- 1) July/August – capital facilities and funding plan – Brian Keveny and Ben Keefe
- 2) September (end) – demographics study; capital facilities plan and financial implications to FinCom for input.
- 3) October – response from FinCom.

In order to start developing a long-range plan WRAP members will need a longer-term (i.e., longer than 5 years) strategic plan and baseline demographics assumptions. The long range plan should tell what would have to happen every 2 years, 5 years, etc. to update baseline demographics in order to keep plan relevant. Who would do this? Town Planner? Planning Board?

WRAP Report to Planning Board. Ms. Schuler handed out a draft memo to the Planning Board reporting on the Community Forums and what the next steps for WRAP would be. The memo was edited at the meeting with Mr. Abdella as the scribe. He will make final edits and send to all to read through before sending to Planning Board on behalf of WRAP.

A brief discussion of where to park school buses and how to deal with inconsistencies in GIS data base ended the meeting.

Next Meeting.
June 21, 7:30 PM

The meeting adjourned following a 4-0-0 vote.

Respectfully submitted,
Gretchen G. Schuler