

Wayland Real Asset Planning Committee

July 11, 2016 – 7:30 PM

APPROVED August 1, 2016

Present. Tom Abdella, Anette Lewis (presiding) and Gretchen Schuler.

Also Attending: Nicole Riley (new member yet to be sworn in)

Call to Order. The meeting was called to order at 7:37 PM by Anette Lewis who reviewed the agenda. Ms. Lewis welcomed Nicole Riley as the new member appointed by the Planning Board.

Minutes. The minutes of June 6, 2016 were approved as amended by a vote of 3-0-0. The notes of the June 16, 2016 meeting with staff were amended but were not voted as it was not an official meeting of WRAP – no quorum.

Staff Meeting Recap. Ms. Lewis and Ms. Schuler reported on Staff meeting about WRAP's work. They noted that the issues of synergies were raised by the Library director who questioned some of the overlapping uses and space needs. It was suggested that the four groups (Library, Recreation, Council on Aging, and Wayland Public Schools Programs) meet to explore overlapping programs and space requirements. It is likely that such a meeting will be scheduled in the near future.

The Fire Chief is in need of the full space at Station #2 to meet staff requirements at that facility. This means that there must be a solution for the location of the Arts Center, which is now using space in Station #2. It had housed a branch library and when that was closed reverted to space for art classes.

The process of selecting a site for an expanded or new library was discussed briefly and led members to the conclusion that WRAP should again pursue a meeting with the Permanent Municipal Building Committee. (Ms. Lewis had sent site and project selection criteria to PMBC asking for comment.)

Report/Discussion of Committee Members' Assignments. Discussion of Site Consideration sheets with maps led to a decision to combine and list utilities (water, septic, gas, telephone, electric, cable) and to add soils information when available as well as Zone I and II and capture zone designations. If there is a deficiency it should be listed in a separate bullet. Ms. Schuler will revise these with help from Ms. Lewis.

Regarding budget issues, Ms. Lewis referred to Weston's Capital Budget that has priority categories. To date there is no word from Ben Keefe, Capital Facilities Director on capital projects. Ms. Schuler started to write instructions for Site and Project Criteria. Mr. Abdella will continue with this task.

Demographics have been looked at by Ms. Lewis and Mr. Abdella. They are inconsistent and used from several sources for various reports. US Census information and Annual Report census data are substantially different. Mr. Abdella will try to learn why there are marked differences. Eventually this committee will recommend one source so that each department is using the same information when determining future needs.

Ms. Lewis has asked Mr. Sarkisian, Town Planner to check webpage links as some do not work.

Affordable Housing Trust's Requests. Through Mary Antes, member of the Wayland Affordable Housing Trust WRAP has been asked to identify parcels for single and multi-housing units.

Tasks for Next Meeting. Site Considerations Sheets should be updated for next meeting. Mr. Abdella handed out a WRAP activities chart with cells for tasks for each month between July 2016 and June 2017 when the WRAP final report is due. Each member is asked to fill in for next meeting. Ms. Lewis will try to contact PMBC requesting input as well.

Next Meetings.

August 1, 7:30 PM

August 17, 7:30 PM

The meeting adjourned at 10:02 following a 3-0-0 vote.

Respectfully submitted,
Gretchen G. Schuler

Distributed at Meeting

- 1) Census Data – Wayland Annual Reports (7/6/16, A. Lewis)
- 2) WRAP Activities Chart – template (7/11/16, T. Abdella)