

## Wayland Long-Range Planning – Town-Owned Land

October 17, 2014 – 9:00 AM

Present: Kent Greenawalt, presiding; Frank Krasin, Anette Lewis, Mike Lowery, Gretchen Schuler. Also attending: Sarkis Sarkisian, Town Planner; Anne Heller, Linda Segal, Molly Upton.

Kent began by explaining genesis of this working group as he has understands it and then reported that the Board of Selectmen has asked the Planning Board to make a recommendation to its board on a process for evaluating town-owned property with a particular project in mind – the Town Building that needs substantial investment.

Frank stated what Tom Greenaway had said at the last FinCom meeting about the “charge” of the working group – to consider options or recommendations on either the process or approach for evaluating and recommending on how best to use town owned property. Frank went on to say that he thinks that we should line up the factors to consider so that each property is evaluated by same criteria.

A Capital Facilities Committee must think strategically about town-owned property. Such a committee, if created by TM, should file an annual report given at TM yearly. All projects would be screened by a process and the result would be recommendations on how to proceed.

There was some discussion about whether the Planning Board is the group to do long range planning. Some believed that it was not part of the legal mandate of PBs; others disagreed and believe it is precisely what PBs do. The discussion then turned away from the legality of who does long range planning to what type of committee should practically do this work. The discussion was about a committee made up of members who are independent of town boards. It was decided that the committee membership and numbers would be discussed later – after it was determined what the process would be to implement long range planning for town-owned property. It was also expressed that whatever is recommended to FinCom is likely to be a process that is bigger than FinCom’s needs. When describing such a committee to FinCom this working group will want to include topics of scope, factors to consider, staff support or not, numbers, who appoints, etc.

When looking at the outline developed in 2005 by the PB regarding a Capital Facilities Committee three major topics are addressed: capital facilities construction, capital facilities maintenance, land use planning. Some believe that land use planning should be first on list – then construction and then maintenance and that this long range planning committee should not be the maintenance planning committee too. Under the topic of land use planning it was suggested to add a second task which would be to maintain a watch list of key privately owned properties that the town may want to consider for purchase in the future.

At this point Anne Heller, who had to leave, stated that she would be attending to understand how this process would evolve with her concern for the library for

which she is a Trustee. She stated that this type of process is what the Library Trustees have been looking for.

The rest of the discussion was about factors to consider and tools available providing information about town-owned property.

Tools (Evolving Partial List)

- Up-to-date land list including information (fields) such as owner/responsible town entity; location; acreage; zoning, etc.
- GIS with ability to create elements within GIS that will be useful to this planning process;
- Deed restrictions on property
- Aggregation potential
- Utilities – water, sewerage, electricity
- Facilities list with year of construction, additions, renovations
- Prior studies
- Conditions reports (should be on a cycle administered by facilities staff)
- Census information – growth
- Master Plan
- Environmental reports
- State GIS with information such as ground water data...
- Historical Commission sensitivity map.

Consideration Factors – (Evolving Partial List)

- Environmental factors – wetlands, well heads, flood plain, contaminations, river front, topography, etc.
- Ownership and responsibility
- Deed restrictions
- Availability of utilities
- Needs evaluation – e.g. town water supply
- Access availability – roadways, topography etc.

**NEXT MEETING – OCTOBER 24 at 9:00 AM.** Sarki will invite Alf Berry (Surveyor) and Brendan Decker (GIS) and Leisha Simon (IT) to attend meeting. No meetings scheduled beyond that date.

Adjourned at 10:30 AM.

Respectfully submitted,

Gretchen G. Schuler