

**Minutes of a Meeting of the
Wayland Community Preservation Committee
Wayland Town Building
January 4, 2024, 7:00 p.m.**

Member Attendees – Susan Weinstein, Chair, Maureen Cavanaugh, Sean Fair, Kay Gardner-Westcott, Sherre Greenbaum, Ira Montague, Kelly Pierce, Doug Stotz (by telephone)

Other Attendees

C. Alex Crowell, Shaw Drive
Melissa Davis-Bell, Draper Road
Dave Dornaus, Three Ponds Road
Benjamin Downs, Concord Road, Wayland Community Pool, Inc., President (Lead Applicant, Pool project)
Jeanne Downs, Concord Road, Wayland Community Pool
Kim Fox, Forty Acres Drive
Lisa Gagnon, Rolling Lane
Sherman Homan, Shore Drive
Ben Keefe, Wayland Facilities Department Director
Jillian Kohl, Decatur Lane
Linda Malenfant, Shore Drive (Lead Applicant, Stone's Bridge project)
Anna Meliones, Concord Road
Keith Meliones, Concord Road
Julie Norton, Sears Road
Mark Norton, Sears Road
Carol Plumb, Bald Rock Road
Julie Rainville, Draper Road
Caroline Rent, Three Ponds Road
Emily Rent, Three Ponds Road
Steve Schamberg, Decatur Lane (Lead Applicant, Eliza's Park project)
Gretchen Schuler, Old Connecticut Path, WHS Past President (Lead Applicant, Grout-Heard House HVAC project)
Kristen Snyder, Webster Lane
Julie Suratt, Davelin Road
Kate Taunton-Rigby, Old Connecticut Path
Margaret West, Rich Valley Road

Public Comment (not related to agenda items on the agenda) – None

Launcher Way – S. Weinstein explained that the Town will not be acquiring housing units at Launcher Way and recommends the Community Preservation Committee (CPC) vote to release \$100,000 previously appropriated for the housing acquisition, to be returned to the Uncommitted Fund. S. Fair made a motion to return \$100,000 previously appropriated for Launcher Way housing acquisition be returned to the Uncommitted Fund. K. Pierce seconded the motion. The motion was approved unanimously 8-0-0.

Community Preservation Act Applications for 2024 Annual Town Meeting – copies of all applications are available on the CPC website at <https://www.wayland.ma.us/community-preservation-committee/pages/2024-atm-cpa-project-applications>

Correspondence

Correspondence received regarding 2024 Annual Town Meeting (ATM) Community Preservation Act (CPA) applications received since last meeting:

- Letters in support of the Wayland Community Pool Project
 - Emily Rent, Three Ponds Road
 - Gretchen Schuler, Old Connecticut Path
 - John and Amy Fox, Concord Road
 - Tait Larson, Lincoln Road
 - Keith and Anna Meliones, Concord Road
 - Kim and Rob Fox, Forty Acres Drive
 - C. Alex Crowell, Shaw Drive
 - Julieann Rainville, Draper Road
 - Ellen Grieco, Mellen Lane
 - Cathy Bloch-Shapley & Family, Oak Street
 - Carla and Rich Stafford, Rolling Lane
- Letters in support of the Stone's Bridge Project
 - Linda Malenfant, Short Drive – petition signed by Wayland residents
 - Gretchen Schuler, Old Connecticut Path
 - Tom Largy, Moore Road
 - Stephen Coy, Hawthorne Road
 - Karen Tripp, Old Stonebridge Road
 - Will Tripp, Old Stonebridge Road
 - Ed Featherston, former Wayland resident
 - Jonathan Magsino, former Wayland resident
- Letters submitted in support of the Grout Heard House
 - Marjorie Baston, Concord Road, Wayland Historic District Commission
- Letters submitted in support of the Cochituate Park and Playground
 - Jeff Bergeron, Snake Brook Road
 - Greg Duranian, Amey Road
 - Annie Matthews, Pelham Island Road
 - Donny Guerinoni, Adelaide Avenue

Standard CPA Article for 2024 Annual Town Meeting

CPC members reviewed the standard annual Community Preservation Act (CPA) article to be considered at 2024 Annual Town Meeting (ATM).

- Administrative Fund appropriation – The CPA allows use of up to 5% of the estimated annual revenue to the Community Preservation Fund for CPC administrative and operating expenses necessary to support the CPC's statutory responsibilities. These can include coalition dues, studies, appraisals, etc.
 - The fund has \$52,000 of which a little less than \$5,000 is needed for Community Preservation Coalition dues and \$20,000 has previously been allocated for the Grout-Heard House structural analysis. CPC members recommend replenishing the \$20,000 to keep the fund at \$52,000.
- 10% set asides allocation to each primary purpose fund (Historic Preservation, Community Housing, and Open Space) and 70% allocation to the Uncommitted Fund
- Funds for Mainstone Farm Conservation Restriction debt service

- Transfer of Community Housing funds to the Wayland Municipal Affordable Housing Trust Fund (WMAHTF) to include the current 10% plus \$800 from the Community Housing Fund.

CPC members concurred with the proposed allocations.

Wayland Archaeological Lab and Historical Commission Supplies (requested by Wayland Historical Commission)

CPC members discussed the application requesting funds for supplies, including archival containers, to preserve and protect historical archaeological artifacts and documentation housed in the Wayland Archaeology Lab and Wayland Historical Commission Office (\$2,673). S. Fair made a motion to recommend the allocation of \$2,673 from the Historic Preservation Fund. K. Pierce seconded the motion. The motion was approved unanimously, 8-0-0.

Biocontrol of Purple Loosestrife (requested by Wayland Conservation Department)

CPC members discussed the application for wetland preservation at Cow Common, which would introduce the *Galerucella* beetle to biologically treat purple loosestrife (\$6,000) over a two-year period. M. Cavanaugh made a motion to recommend the allocation of \$6,000 from the Open Space Fund. K. Pierce seconded the motion. The motion was approved unanimously, 8-0-0.

Open Space Enhancements at Pine Brook, Sedge Meadow, Loker, and Cow Common Conservation Areas (requested by Wayland Conservation Department)

CPC members discussed the application to fund open space enhancements at conservation areas, including installation of granite steps at Pine Brook and new dog waste pickup stations at Sedgemoor, Loker, and Cow Common (\$15,542). S. Weinstein noted that CPA funds can be used for installation of the dog waste pickup stations but has submitted an inquiry to the Community Preservation Coalition. CPA funds can be used for the Pine Brook steps but cannot be used to service the pickup stations, because that constitutes maintenance. The cost of service was subtracted from the requested amount. D. Stotz made a motion to recommend appropriation of \$10,238 from the Open Space Fund. M. Cavanaugh seconded the motion. The motion was approved unanimously, 8-0-0.

Regional Housing Services Office Services Contract (requested by Wayland Town Planner)

CPC members discussed the application to fund the Town's continued participation in the Regional Housing Services Office (RHSO) for the next two fiscal years (\$28,000). S. Weinstein requested this amount be allocated from the Uncommitted fund, as it has in past years, and that the WMAHTF monies continue to be used to create and maintain affordable housing units. The WMAHTF had received "linkage" money from some earlier developments but now the CPA allocations are its only funding source. K. Gardner-Westcott made a motion to recommend appropriation of \$28,000 from the Uncommitted Fund. S. Fair seconded the motion. The motion was approved unanimously, 8-0-0.

27 Sherman Bridge Road Conservation Restriction, House Demolition, and Trail Construction (requested by Wayland Conservation Department)

CPC members discussed the application to fund the drafting of and an endowment for monitoring a conservation restriction for 27 Sherman Bridge Road, construction of an Americans with Disability Act (ADA) accessible trail linking the property to Trout Brook, and additional funds for demolition of the house (\$36,000). S. Weinstein explained that CPA Administrative funds cannot be used for the conservation restriction. K. Gardner-Westcott noted that no ground disturbing activity may occur on

public land without archaeological monitoring, which may be required for the trail construction and filling of the house foundation, if fill. CPC members discussed adding funds from the Historic Preservation Fund for an archaeological monitor. M. Cavanaugh will follow up with Linda Hansen, Wayland Conservation Administrator, to get an understanding of the extent of ground disturbing activity associated with the trail construction and house demolition in order to estimate the cost of an archaeological monitor.

Town Historical Records Preservation (requested by Town Clerk)

CPC members discussed the application for funds to protect, conserve, and preserve the Town's permanent documents including Annual Town Reports, Birth/Marriage/Death Certificates, and Annual Street Listings (\$200,000). K. Gardner-Westcott explained the process of record preservation and digitization, noting the Town is a member of Digital Commonwealth, so the Boston Public Library (BPL) will do the digitization for free. Trudy Reid, Wayland Town Clerk, would like to use the services of Kofile, a Texas-based firm that she has experience with, but will use the successful bidder when the project is put out to bid. K. Gardner-Westcott noted the Northeast Document Center has provided services for Wayland and New England communities. S. Weinstein will follow up with T. Reid regarding using the BPL services, which could save \$36,000-\$39,000. CPC members agreed on funding the first year of the multi-year project with \$100,000 from the Historic Preservation Fund, less the cost savings resulting from BPL digitization plus any extra shipping costs.

Grout-Heard House HVAC Replacement (requested by Wayland Historical Society)

CPC members discussed the application to replace the heating, ventilation, and air conditioning (HVAC) system and associated electrical work at the Grout-Heard House (\$55,000). K. Gardner-Westcott commented that she is an employee of the Wayland Historical Society and would be abstaining from voting on the application. D. Stotz made a motion to recommend appropriation of \$55,000 from the Historic Preservation Fund for the project. K. Pierce seconded the motion. The motion was approved, 7-0-1.

Stone's Bridge Preservation (requested by Linda Malenfant, supported by Permanent Municipal Building Committee)

CPC members discussed the application for additional funding to preserve Stone's Bridge (\$400,000). CPC members asked, if funded, what happens next? B. Keefe responded that, if the CPC votes to recommend funding the project, he intends to put out a request for bids so that the Town has an actual cost prior to ATM, noting the \$400,000 is an upper limit and the requested funding may be reduced. K. Gardner-Westcott commented that if the bridge collapsed, it would cost the Town. The Town saved the bridge after the hurricane in 1955 and voted to fund the project in 2015 and 2019. The Town Surveyor has confirmed that two of the bridge's arches are in Wayland and two arches are over the Town boundary in Framingham. CPC members agreed the written approval of Framingham would be a requirement of any appropriation. S. Weinstein will follow up with the Town Manager about contacting Framingham. M. Cavanaugh made a motion to recommend allocating \$100,000 from the Historic Preservation Fund and \$300,000 from the Uncommitted Fund for the Stone's Bridge project, subject to written approval from Framingham. D. Stotz seconded the motion. The motion was approved unanimously, 8-0-0.

Wayland Community Pool Rehabilitation (requested by Wayland Community Pool, Inc.)

CPC members discussed the application to fund the rehabilitation of the Wayland Community Pool (WCP) and associated infrastructure (\$401,000). S. Weinstein contacted the Community Preservation

Coalition to ask if the pool would be eligible for funding as an outdoor resource. Having not heard back, the CPC will move ahead with the assumption that the project can be funded with CPA funds. CPC members questioned if the design fees (\$30,000) could come from the Administrative Fund. Assuming yes, those fees will be deducted from the overall request. D. Stotz made a motion to fund up to \$30,000 for pool rehabilitation design fees from the Administrative Fund. K. Pierce seconded the motion. The motion was approved unanimously, 8-0-0.

CPC members questioned the payment of the WCP water bill. B. Downs explained that WCP is concerned it is being charged for water at the highest tier of residential users. He noted there is a dispute between WCP and the Department of Public Works regarding what is owed, stating WCP is not insolvent, has made payments on the remainder of the water bill, and will pay off the remaining portion of the water bill when agreement is reached.

CPC members discussed funding only some of the requested line items to allow for more available uncommitted funds, while some members support funding the entire project. D. Stotz made a motion to recommend appropriation of \$371,000 for the rehabilitation of the WCP from the Uncommitted Fund. K. Pierce seconded the motion. CPC members discussed funding it a lower amount, such as \$300,000 or removing specific items from the request such as the diving board and the starting blocks, requiring the WCP to engage in additional fundraising. B. Downs noted the plumbing is the top priority, but all requested funds are for critical, time-sensitive items. S. Greenbaum made a motion to recommend the allocation of \$300,000 for the rehabilitation of the WCP from the Uncommitted Fund. I. Montague seconded the motion. The motion was not approved 3-5-0. The CPC held off voting on the original motion, pending a discussion of the Cochituate Park and Playground Project (see below).

Cochituate Park and Playground Project (requested by the Eliza J. Norton Foundation)

Prior to CPC members discussing the application to fund the Cochituate Park and Playground (\$1,000,000), the CPC discussed what amount is available in the Uncommitted Fund for both the WCP and Cochituate Park and Playground Project. Wayland has \$1,326,000 in the Uncommitted fund. CPC discussed its practice to keep \$500,000 in the Uncommitted Fund, which was affirmed in the 2021 Community Preservation Plan. While some CPC members questioned not spending some or all of the \$500,000, the CPC consensus is that it is a reasonable amount and should be kept at \$500,000 for the time being.

K. Pierce expressed the Recreation Commission's support for both the WCP and Cochituate Park projects, totaling \$1,371,000. S. Weinstein commented that she is looking forward to having the updated Open Space and Recreation Plan to assist the CPC in its evaluation of projects. D. Stotz commented that, short of any major projects on the horizon, the CPC needs to judge each round of funding on its merits and recommend allocations on projects that are ready to go. CPC discussed closing out older appropriations that have not advanced. S. Weinstein indicated that she has been making efforts in that regard.

CPC members discussed the Cochituate Park and Playground proposal, reiterating many topics discussed at the prior meeting, including accessibility, inclusion of all ages, beautification, and utilization of the park. CPC questioned if there has been any collaboration with the Recreation Department or Commission and/or public involvement in the design of the structure, and also whether the Recreation Department was prepared to take on the project at this point. CPC members expressed concern about the cost of the project, that it was an extraordinary amount to invest in a single playground, and within the current playground space. The CPC asked what could be done if partial

funds were recommended. The Eliza J. Norton Foundation (EJNF) responded they are seeking the full amount so that their vision can be implemented.

With some uncommitted funds having been approved for other projects (RHSO, Stone's Bridge), the remaining available funds for 2024 ATM, excluding the \$500,000 reserve funds, are \$526,000.

The CPC returned to the original WCP motion to recommend appropriation of \$371,000 to the WCP project. The motion was approved 7-1-0.

S. Fair made a motion to set aside for later spending \$155,000 of uncommitted funds for the Cochituate Park and Playground project, noting it would indicate the CPC's interest in supporting the project. It could also be worded such that excess funds from other projects could be added to the amount as they become available. D. Stotz expressed concern that unnecessarily restricts the flexibility of the CPC in future years.

K. Pierce recommends using the amount that is typically kept in the Uncommitted Fund (\$500,000), and to fund the project at \$655,000. CPC members expressed concern that the amount would deplete the uncommitted fund. The CPC consensus is to keep \$500,000 in the Uncommitted Fund.

S. Weinstein encouraged cooperation among the Town Manager, Recreation Department, Recreation Commission, and EJNF to coordinate and develop a solid proposal that the Town can afford, using CPA and other funds. The CPC discussed putting funds into a plan for the playground; however, the EJNF is not requesting planning funds and it does not seem to be how playgrounds are designed.

The CPC had mixed support for the playground, with members wanting to help create a more inclusive playground but not wanting to disrupt the Town's playground replacement plan or give priority to a recreation project inconsistent with the Open Space and Recreation Plan. The CPC agreed set aside for later spending \$155,000 from the Uncommitted Fund for recreation use, which could be allocated to the playground or some other eligible recreation use. Given the Community Preservation Fund annual revenues, it is unlikely the remainder of the request (\$845,000) would be available at 2025 ATM.

Minutes – the minutes of the December 14, 2023 meeting will be reviewed at the January 11, 2024 meeting.

Project and Funding Updates

- S. Weinstein is working with Brian Keveny, Wayland Finance Director, to rectify CPA projects that are closed.
- Invoices have been received from the 89 Oxbow Condominium Trust for the fire sprinkler system installation
- The rehabilitation of 70-74 Main Street may be moving ahead. Becky Stanizzi, Chair, Wayland Economic Development Committee, is going to connect with the property owner.

CPA Application Schedule

- January 11, 2024 – CPC Meeting
- January 16, 2024 – Final Articles to Town Manager
- April 11, 2024 – CPC Public Hearing
- May 7, 2024 – Annual Election

- May 13, 2024 – Annual Town Meeting

Adjournment

S. Fair made a motion to adjourn the meeting at 10:50 p.m. I. Montague seconded the motion. The motion was approved unanimously, 8-0-0

The meeting was adjourned at 10:50 p.m.

Respectfully submitted,

Maureen A. Cavanaugh