



NAN BALMER  
TOWN ADMINISTRATOR  
TEL. (508) 358-7755  
www.wayland.ma.us

# TOWN OF WAYLAND

41 COCHITUATE ROAD  
WAYLAND, MASSACHUSETTS 01778

BOARD OF SELECTMEN  
LEA T. ANDERSON  
MARY M. ANTES  
LOUIS M. JURIST  
CHERRY C. KARLSON  
DOUGLAS A. LEVINE

January 16, 2018

Mr. David Watkins, Chair  
Wayland Finance Committee  
41 Cochituate Road  
Wayland, MA 01778

Dear Mr. Watkins,

The Board of Selectmen requests the written recommendation of the Finance Committee on the Board's proposed Proposition 2 ½ Ballot Question to be placed before the voters on March 27, 2018 to fund improvements and window design for the Town Building, Fire Station #2 and for design of a Community Center. Details of and justification for these two projects are outlined in the attached three warrant articles.

The Selectmen request that the Finance Committee make a presentation on its written recommendation for this and all proposed Proposition 2 ½ Questions at the meeting of the Board of Selectmen on January 29, 2018. After the Selectmen approve the placement of any Proposition 2 ½ questions on the March 27<sup>th</sup> ballot, the Finance Committee is asked to make a second presentation on its recommendation at a public forum before the election.

Attached are letters from other public bodies of the town requesting proposition 2 ½ debt exclusions. Also attached is the Board of Selectmen's Policy on Proposition 2 ½ Questions which outlines the local process for placing debt exclusions on the ballot and includes the information the Finance Committee should provide in its presentations.

Thank you for your service to the Town. The Finance Committee's role in understanding the impact of funding new projects is of the utmost importance and your work is greatly appreciated.

Sincerely,

Lea Anderson, Chair  
Wayland Board of Selectmen

## POLICY ON PROPOSITION 2 1/2 BALLOT QUESTIONS <sup>2</sup>

### Board Policy

From time to time, the Board may be asked by the Finance Committee or other boards or committees to place a Proposition 2 1/2 levy limit override question ("Override Question") or debt exclusion question ("Exclusion Question") on the ballot (although the Board can choose to place such questions on the ballot without having been asked by any other board or committee). Set forth below are the minimum steps that the Board should take before voting to place an Override or Exclusion Question on the ballot:

The Board shall ask the requesting board or committee to provide it with a written request to place an Override or Exclusion Question on the ballot. Such written request should be received at least two weeks prior, if possible, to the Board's vote. In the case where the Board desires to place an Override or Exclusion Question on the ballot without having been asked by any other board or committee to do so, it shall request a written recommendation from the Finance Committee. Such written recommendation should be received at least two weeks, if possible, prior to the Board's vote.

The Board shall ask the Finance Committee to make a presentation to the Board at a public meeting in which it reviews in detail (i) the Town's current and projected financial position, (ii) its understanding of the rationale for both the timing and amount of the Proposition 2 1/2 override or exclusion, (iii) the consequences of not placing the question on the ballot or, alternatively, the question being rejected by a majority of the voters, (iv) any discussions it may have had with other boards or committees concerning the need for a ballot question, and (v) any other information that it or the Board determines to be important in making a decision on placing the question on the ballot, e.g., any available details related to the Town's budget or the School budget. Such meeting should be held at least one week prior to the Board's vote.

After completing the above, the Board will discuss the merits of placing the Override or Exclusion Question on the ballot, review the ballot question language, and vote on whether or not to place the question on the ballot.

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<sup>2</sup> Proposition 2 1/2 limits the amount of revenue a town may raise from local property taxes each year to fund municipal operations. This amount is known as the annual levy limit. General Laws Chapter 59, Section 21C allows a town to increase tax revenues above that limit with voter approval.

Proposition 2 1/2 establishes two types of voter approved increases in taxing authority, i.e., levy limit overrides and exclusions. A levy limit override increases the amount of property tax revenue a community may raise in the year specified in the override question and in future years. The purpose of an override is to provide funding for municipal expenses, such as annual operating and fixed costs. An exclusion increases the amount of property tax revenue a community may raise for a limited or temporary period of time in order to fund specific projects, e.g., land acquisitions or building construction.

To seek voter approval, Proposition 2 1/2 referenda questions are placed on an election ballot by vote of the "local appropriating body," which is defined in towns as the Board of Selectmen. A majority vote of the entire board is needed to place an override question on the ballot. A two-thirds vote of the entire board is needed to place an exclusion question on the ballot. The board must vote the question exactly as it will appear on the ballot. Except for the purpose of the override or exclusion, specific language must be used for the ballot question. Proposition 2 1/2 referenda questions may not be placed on the ballot by vote of town meeting or through use of a local initiative, i.e., petitioners.

**Following a vote to place an Override or Exclusion Question on the ballot, the Board shall hold a publicly noticed meeting at which the subject of the Override or Exclusion Question is discussed. The Board shall ask the Finance Committee to make a presentation similar to the one noted in (2) above. The public should be given the opportunity to ask questions and make comments at this publicly noticed meeting.**

**The Board may or may not decide to take a formal position on the merits of the Override or Exclusion Question prior to the Town Election at which such question will be voted on by the electorate.**

*Adopted on November 12, 2002; revision prepared 10/1/10*

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RECEIVED

JAN 16 2018

Board of Selectmen

TOWN OF WAYLAND  
REQUEST FOR TOWN MEETING ARTICLE

Sponsor & Contact Information

1. SPONSOR:	BOARD OF SELECTMEN
2. DATE RECEIVED:	
3. CONTACT PERSON:	BEN KEEFE, PUBLIC BUILDINGS DIRECTOR
4. TELEPHONE/DAY:	(508) 358-3696
5. TELEPHONE/EVENING:	
6. BOARD VOTE:	
7. DATE OF BOARD VOTE:	JANUARY 8, 2018
8. PROPOSED FUNDING SOURCE:	

Article Information

9. ARTICLE TITLE:	APPROPRIATE FUNDS FOR WAYLAND TOWN BUILDING RENOVATIONS
10. COST:	\$ 2,010,000
11. NO COST:	<input type="checkbox"/>
12. DATE COST ESTIMATE AVAILABLE:	

Article Text

13. SPONSOR'S ARTICLE TEXT:

To determine whether the Town will vote to raise and appropriate **two million and ten thousand dollars** to fund mechanical and electrical system improvements, interior renovations and design exterior door and window replacements at Wayland Town Building located at **41 Cochituate Road Wayland, MA 01778**. Including funding necessary for the engineering or other professional and legal expenses and fees associated with this project, to fund equipment, installation, construction and to fund the payment of all other costs incidental or related thereto; to authorize the town to apply for and accept any grants or loans available for the project, that to meet this appropriation the Treasurer with the approval of the Board of Selectmen is hereby authorized to borrow the sum of **two million and ten thousand dollars** by issuance and sale of bonds or notes of the Town in accordance with General Laws Chapter 44, Section 7(1) or any other enabling legislation, said sum to be expended under the direction of the Board of Selectmen with the approval of the Permanent Municipal Building Committee, which is authorized to take any action necessary to carry out this vote, provided, however, that this vote shall not take effect until the town votes to exempt from the limitation on total taxes imposed under General Laws, Chapter 59, Section 21C (Proposition 2 1/2) the amounts required to pay the principal and interest on the borrowing authorized by this vote.

**(2/3 VOTE REQUIRED)**

14. SPONSOR'S COMMENTS (UP TO 150 WORDS MAY BE INCLUDED AT SPONSOR'S DISCRETION):

15. FINANCE COMMITTEE DRAFT COMMENTS (UP TO 500 WORDS):

This article requests \$2,010,000 for: mechanical and electrical system upgrades (\$1,575,000), interior renovations (\$375,000), and design work for replacement of all exterior windows and doors (\$65,000) at Wayland Town Building.

Mechanical and electrical upgrades are needed because the existing HVAC equipment is past its economic life and currently operates on R-22 refrigerant. R-22 refrigerant will no longer be manufactured after January 2020 because R-22 contains ozone-depleting fluorocarbons. As the stock of R-22 decreases the cost of repairs will increase dramatically. New equipment will be more efficient and will be designed to be more flexible to future remodeling and office relocations. The electrical system improvements will be required to accommodate the new HVAC equipment and improve the power distribution of the building. Because of the increased efficiency from the HVAC improvements, the project may qualify for State Energy Grants. The \$1,575,000 requested includes all construction, additional design costs and funding costs. Initial design costs of \$88,000 were previously approved at ATM 2017.

Interior renovations include improved organization and remodeling of all land use offices (Buildings, Conservation, Health, and Planning) to provide more efficient work conditions for both the staff and the public. Renovations also include improvements to the entrance lobby and renovation to accommodate staff changes in the Treasurer and Finance offices. The \$375,000 requested includes design fees, construction and relocation expenses.

Design work for the replacement of all exterior windows and doors is required because the existing doors and windows are deteriorated and much of the energy used for building climate control is lost through the doors and windows. The \$65,000 requested is for design fees only, construction/installation funding would be requested at next year's ATM. Replacement of exterior windows is a logical next step to maximize energy efficiency created by HVAC improvements.

All proposed renovations will add value to the building as well as improve habitability. Additional anticipated Town Building improvements will include the installation of the doors and windows, installation of an emergency generator, building wide flooring renewal, and reorganization of space after Council On Aging relocation.

16. FINANCE COMMITTEE DRAFT PROS (4-6 POINTS):

Reduce energy consumption and carbon footprint through more efficient HVAC equipment and increased insulation of building envelope.

Replace HVAC equipment before repairs become extremely expensive because of phasing out of R-22.

Increase workspace comfort from new climate control system associated with HVAC improvements.

Improved customer service through reorganization of "Land Use" offices, Finance offices, and entrance lobby.

The proposed renovations will be designed and accomplished in a manner that is accommodating to future adjustments in space usage.

17. FINANCE COMMITTEE DRAFT CONS (4-6 POINTS)

Timing; Too expensive to fund at this time. Could perhaps be pushed into future fiscal year with fewer expenses.

Need to take a "hard look" at the future of Town Building before proceeding with any renovations.

Incremental cost of continued repairs to HVAC system is less than proposed equipment upgrades.

18. CHAIR (OR DESIGNEE) SIGNATURE/DATE: Lea T. Anderson 1/16/18

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RECEIVED

JAN 16 2018

Board of Selectmen  
Town of Wayland

TOWN OF WAYLAND  
REQUEST FOR TOWN MEETING ARTICLE

Sponsor & Contact Information

1. SPONSOR:	BOARD OF SELECTMEN
2. DATE RECEIVED:	
3. CONTACT PERSON:	NAN BALMER, TOWN ADMINISTRATOR
4. TELEPHONE/DAY:	(508) 358-3620
5. TELEPHONE/EVENING:	(508) 237-1330
6. BOARD VOTE:	
7. DATE OF BOARD VOTE:	JANUARY 8, 2018
8. PROPOSED FUNDING SOURCE:	

Article Information

9. ARTICLE TITLE:	APPROPRIATE FUNDS FOR WAYLAND FIRE STATION NUMBER TWO RENOVATIONS
10. COST:	1,800,000
11. NO COST:	<input type="checkbox"/>
12. DATE COST ESTIMATE AVAILABLE:	

Article Text

13. SPONSOR'S ARTICLE TEXT:

To determine whether the Town will vote to raise and appropriate **One Million eight hundred thousand dollars** for renovations and improvements at Wayland Fire Station Number Two located at 145 Main Street Wayland, MA 01778, including to fund necessary engineering or other professional and legal expenses and fees associated with this project, to fund equipment, installation, construction and to fund the payment of all other costs incidental or related thereto; that to meet this appropriation the Treasurer with the approval of the Board of Selectmen is hereby authorized to borrow the sum of **One Million eight hundred thousand dollars** by issuance and sale of bonds or notes of the Town in accordance with General Laws Chapter 44, Section 7(1) or any other enabling legislation, said sum to be expended under the direction of the Board of Selectmen with the approval of the Permanent Municipal Building Committee, which is authorized to take any action necessary to carry out this vote, provided, however, that this vote shall not take effect until the town votes to exempt from the limitation on total taxes imposed under General Laws, Chapter 59, Section 21C (Proposition 2 ½) the amounts required to pay the principal and interest on the borrowing authorized by this vote.

**(2/3 VOTE REQUIRED)**

14. SPONSOR'S COMMENTS (UP TO 150 WORDS MAY BE INCLUDED AT SPONSOR'S DISCRETION):

15. FINANCE COMMITTEE DRAFT COMMENTS (UP TO 500 WORDS):

This article requests \$1,800,000 for renovations at Wayland Fire Station Number Two to adequately support both male and female staff and to meet current standards and regulations for equipment, maintenance and storage.

Renovations will include updated office space, separate male and female locker and rest rooms, proper storage for EMS and Hazardous materials containment equipment, a gear storage room, bunk rooms and a fully handicapped accessible restroom for public use. It is anticipated these updates and renovations will include full building fire suppression (building sprinkler system) installation. It is expected that no changes will be required in the building structure or exterior footprint. The \$1,800,000 requested includes all construction, project management, any additional design costs and funding costs. Initial design costs of \$75,000 were previously approved at ATM 2017.

Current berthing arrangements at Fire Station Number Two are inadequate at best for accommodating both male and female first responders. Equipment storage is currently below standards and could result in decreased life expectancy of equipment as well as increased response time. There is no installed fire suppression system in the building.

16. FINANCE COMMITTEE DRAFT PROS (4-6 POINTS):

Provides adequate berthing facilities for both male and female first responders. Improving work place conditions and possibly avoiding a labor grievance.

Installation of a full building fire suppression system not only provides safety for personnel but will also minimize damage to the building structure and stored equipment. Recent fire (January 2017) at Concord Fire Station Two, also without a fire suppression system, resulted in the total loss of a fire engine and loss of the building for several months. These losses impact not only the Town budget but also the safety of local residents when the local Fire Station is out of commission.

Renovations now could result in long term savings in avoiding the need to completely replace with new this older fire station.

17. FINANCE COMMITTEE DRAFT CONS (4-6 POINTS)

Timing; Too expensive to fund at this time. Could perhaps be pushed into future fiscal year with fewer expenses.

18. CHAIR (OR DESIGNEE) SIGNATURE/DATE: Lee T. Anderson 1/16/18

RECEIVED

JAN 16 2018

Board of Selectmen  
Town of Wayland

**TOWN OF WAYLAND  
REQUEST FOR TOWN MEETING ARTICLE**

**Sponsor & Contact Information**

1. SPONSOR:	BOARD OF SELECTMEN
2. DATE RECEIVED:	
3. CONTACT PERSON:	NAN BALMER
4. TELEPHONE/DAY:	508-358-3620
5. TELEPHONE/EVENING:	
6. BOARD VOTE:	5-0
7. DATE OF BOARD VOTE:	JANUARY 8, 2018
8. PROPOSED FUNDING SOURCE:	DEBT OR FREE CASH

**Article Information**

9. ARTICLE TITLE:	COMMUNITY CENTER AT TOWN CENTER: DESIGN, CONSTRUCTION AND BID DOCUMENTS
10. COST:	\$470,000
11. NO COST:	<input type="checkbox"/>
12. DATE COST ESTIMATE AVAILABLE:	

**Article Text**

**13. SPONSOR'S ARTICLE TEXT:** To determine whether the Town will vote to:

- a.) appropriate a sum of money to be expended under the direction of the Board of Selectmen for the purpose of preparing Design, Construction and Bid Documents for a multi-use Community Center (Counsel on Aging/Community Center) to be built on the Municipal Parcel and adjacent parcels of land located on and off Boston Post Road and Andrew Avenue in Wayland, Massachusetts shown as Lot 4-1 and Lot 8-1 on a plan entitled "Plan of Land in Wayland, MA" dated December 12, 2013 prepared by Hancock Associates and recorded with the Middlesex South Registry of Deeds as Plan No. 1008 or 2013, a copy of which plan is on file in the Office of the Town Clerk.
- b.) determine whether such appropriation shall be provided by taxation, by transfer from unappropriated funds, transfer from available funds already appropriated for another purpose, by borrowing under Massachusetts General Law Chapter 44 or other enabling authority, or otherwise, and
- c.) to authorize the Town Administrator to take any action necessary to carry out this program.

No funds appropriated under this Article shall be expended until the Town of Wayland acquires control of the named parcels and achieves satisfactory environmental testing for PCBs as requested at the November 9, 2015 Special Town Meeting.

**14. SPONSOR'S COMMENTS (UP TO 150 WORDS MAY BE INCLUDED AT SPONSOR'S DISCRETION):**

## **15. FINANCE COMMITTEE DRAFT COMMENTS (UP TO 500 WORDS):**

The proposed Community Center will serve unmet needs of the Council on Aging and the Recreation Department that are both operating with below standard facilities at this time, along with other organized community groups that compete for minimal meeting space. There are twelve peer towns of Wayland that are recognized by the Finance Committee; all of those towns have a separate council on aging facility, and ten have community centers (one of the two that does not have a community center, Lincoln, is in the process of planning a combined Council on Aging/Community Center, similar to the project that is proposed per this article). Wayland is only one of our twelve peer towns that does not have a facility of this type.

The COA/CC believes that the use of this land for the purposes set forth herein is consistent with the goals set forth by the Town in planning for municipal use at the Town Center property, which was to create a mixed-use project that would be a gathering place that would attract residents of Wayland for a multitude of purposes, including residences, shopping, dining and gathering for recreational and other activities, all within walking distance to one another. Use of this parcel for a community center is consistent with these goals.

The Wayland Recreation Department has very little space for indoor programming, including a non-standard basketball court at the Town Building, an aging pottery/painting studio appended to Fire Station #2 (to be closed in 2018 to building renovations), and limited, shared space in the Town Building and schools that does not provide sufficient meeting space for the large number of groups organized through Recreation and community groups. With the continued increase in youth participation in organized activities (both sports and other organizations), the need for group meeting space in town is increasing year-over-year. The community center will be designed specifically to offer flexible space suitable for programs offered by ANY municipal and community entity and spaces that can be made available for rent to private groups.

The existing building at the municipal pad represents a unique opportunity for the Town of Wayland. Since it is built and readily adaptable, many costs typically undertaken by a town to create a senior or community center are already covered. For less than the typical cost of a new building, this existing building can be finished for new uses for Wayland's future. Since 2006, the plan for the Town Center development has included this benefit of a municipal building gift pad. The BoS is negotiating for transfer of the site. The timing is right to move forward with specific planning for community uses on the site.

The need for space for the COA is acute and getting greater. More than twenty-five percent of Wayland residents are 60+ years old and eligible for local, state, and federal programs and services. These seniors are underserved by inadequate facilities, squeezed into 2800 sf of space at Town Building and a patchwork of other scattered resources. State guidelines recommend provision of 5 to 6 sq feet per senior, and surrounding towns are well ahead of Wayland in providing these resources. Wayland's senior population is growing and is expected to continue to grow until 2030 before declining, and this site represents an optimal, well-located, cost-effective way to meet this essential need. In addition, the COA is currently unable to serve the families of seniors due to a lack of private meeting space, and is sending town residents to other communities for these services.

The community also needs space for organized group activities. Participation in organized activities continues to rise, especially among youth, and the Town has little space for these groups to meet. Youth often participate in multiple sports and clubs over a year – and even over a season – and the town needs space to meet the needs of these groups.

This facility can be designed as flexible space that will serve citizens of all ages by managing program

schedules. Close coordination of shared space and resources, so that the rooms and spaces are used to their full potential and services can be streamlined can be achieved by the Recreation & CoA staff through joint planning.

Locating the senior/community center at the municipal pad increases its visibility & places it in a walkable community so that residents can walk to shops, restaurants, housing, a health club, and medical offices without having to drive between these uses. In addition to the space itself, adequate parking can be provided at the municipal pad, with overflow parking readily available in the nearby Town Center lots and on- street parking for peak events.

**16. FINANCE COMMITTEE DRAFT PROS (4-6 POINTS):**

- The current CoA designated space is only 1/10<sup>th</sup> the size recommended by the Commonwealth. The Council on Aging has been requesting additional space for their operations for many years and it has been shown that the facilities currently available to them are significantly less than other towns of comparable size to Wayland. Towns (so designated by the Fin.Com for benchmarking purposes) provide an average of 2 sq. ft. per senior resident in their Senior Centers. Wayland provides 0.66 sq. ft. per senior resident. The Commonwealth Office of Elder Affairs recommends that 5 to 6 sq. ft. per senior resident over 60 be provided.
- The Council on Aging provides elder services recommended by the Older American Act. The current space fails to provide minimum recommended facilities for counseling, storage of confidential information, and private spaces in which confidential information may be exchanged.
- The town has insufficient space for community groups to meet, and participation in these groups - especially among youth - is increasing.
- Many residents of all ages in Wayland have actively pursued a Community Center in Wayland for youth programs and recreational activities for citizens of all ages and have held events to demonstrate such support for a facility that is available in many of Wayland' s peer towns.
- This use would be consistent with the goals of the Town in acquiring the Town Center municipal parcel.

**17. FINANCE COMMITTEE DRAFT CONS (4-6 POINTS):**

- Some may feel that the Town cannot afford to spend money on a significant renovated facility at a time when our debt service is at the top of the Finance Committee' s recommended maximum debt service level (10% of Total Spending).
- Some may feel that providing better facilities for seniors is not a priority at this time.
- Some may feel that providing better indoor facilities for recreation is not a priority at this time.
- Some fear that the site selected may have environmental issues or be too close to the Sudbury River.
- Some may feel that the Town should not be undertaking new projects given that we have a relatively high per household tax bill as compared to peer Towns.

18. CHAIR (OR DESIGNEE) SIGNATURE/DATE:

Dea T. Anderson 1/16/18

Handout BOS

01/16/2018

To: The Board of Selectmen

From: The School Committee

Date: January 16, 2018

**RECEIVED**

**JAN 16 2018**

Board of Selectmen  
Town of Wayland

Dear Board of Selectmen,

The School Committee would like to request that the two athletic field capital projects (the High School Stadium Complex Renovation and the High School Tennis Courts/Softball Field Reconstruction) be funded with exempt debt and, therefore, be placed as a debt exclusion question on the spring 2018 ballot. Historically projects of this nature have been funded in this manner, as determined by the Finance Committee and Board of Selectmen, and we defer to both of your judgment. The related annual town meeting warrant articles for the two projects are attached to provide more detailed information about the projects.

Thanks you for your consideration.

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JAN 16 2018

Board of Selectmen  
Town of Wayland

TOWN OF WAYLAND  
REQUEST FOR TOWN MEETING ARTICLE

Sponsor & Contact Information

1. SPONSOR:	School Committee
2. DATE RECEIVED:	
3. CONTACT PERSON:	Jeanne Downs
4. TELEPHONE/DAY:	508.358.0270
5. TELEPHONE/EVENING:	508.317.7934
6. BOARD VOTE:	4-0
7. DATE OF BOARD VOTE:	1/11/18
8. PROPOSED FUNDING SOURCE:	Acc. Revolving Fund Twp Acct. & Debt

Article Information

9. ARTICLE TITLE:	High School Stadium Complex Renovation
10. COST:	\$3.5 MM
11. NO COST:	<input type="checkbox"/>
12. DATE COST ESTIMATE AVAILABLE:	

Article Text

13. SPONSOR'S ARTICLE TEXT:

See Attached

14. SPONSOR'S COMMENTS (UP TO 150 WORDS MAY BE INCLUDED AT SPONSOR'S DISCRETION):

See Attached

15. FINANCE COMMITTEE DRAFT COMMENTS (UP TO 500 WORDS):

See Attached

16. FINANCE COMMITTEE DRAFT PROS (4-6 POINTS):

See Attached

17. FINANCE COMMITTEE DRAFT CONS (4-6 POINTS)

See Attached

18. CHAIR (OR DESIGNEE) SIGNATURE/DATE:

 1/15/18

**ARTICLE XX: HIGH SCHOOL STADIUM COMPLEX RENOVATION**

*Proposed by: School Committee and Recreation Commission*

*Estimated Cost: \$3.5MM*

To determine whether the Town will vote to:

- 1.) appropriate a sum of money of up to \$3.5MM to be expended under the direction of the School Committee for construction of Part 1 of the Wayland High School Facility Strategic Master Plan (High School Athletic Preferred Improvement Plan-Stadium Complex Renovation); and
- 2.) determine whether said appropriation should be provided by debt, taxation, transfer from unappropriated funds, transfer from available funds already appropriated for other purposes or otherwise, provided not more than \$175,000 of the funds so appropriated shall be transferred from the Recreation Revolving Fund Turf Account for recreational use.

**Finance Committee Comments:**

The article requests \$3.5MM to fund construction for the renovation of the high school athletic facilities. Of this amount, a minimum of \$175,000 would be transferred from the Recreation Revolving Fund Turf Account. The remainder would be funded by the Town. More specifically, this article requests construction funds for Part 1 of the High School Athletic Preferred Improvement Plan (Stadium Complex Renovation). These funds are anticipated to be expended in FY19. Construction funds for Part 2 of the Plan are being requested in a subsequent article [co-sponsored by the Community Preservation Committee and the School Committee]. Part 3 of the plan, Baseball and Multi-Use Field Improvements, is being deferred until a later date.

For schematics, see *Appendix x*.

**DESIGN:**

The town has contracted with xxxx for design of this project. The OPM (Owner's Project Manager) is Leftfield who is working with xxxx to oversee the project. After the design is completed, Construction Documents will be drawn up and used to price, bid and build the project. Construction Documents will include detailed plan drawings and technical specifications, from which bids can be obtained and the project can be constructed.

**TOTAL PROJECT COST:**

The scope and estimated costs for the Stadium Complex Renovation are as follows:

Track (full-depth construction)	\$840,000
Synthetic Turf Field (full-depth construction, modified configuration, new location, 1/2 acre of additional space yielded)	1,400,000
Lighting	560,000
Bleachers (home with storage and away)	<u>700,000</u>
<b>Total</b>	<b>\$3,500,000</b>

**BACKGROUND:**

Recommendations for Stadium Complex Renovations were first proposed by Gale Associates in a report published in 2010, and were projected to be financed in fiscal year 2019, at an estimated cost of \$2,750,000, as noted in the Town's five year capital plan of the 2017 Annual Town Meeting Warrant.

Weston and Sampson, the Town's on-call design consultant, was hired in the fall of 2016 to develop preliminary schematic plans and cost estimates for a revised Wayland High School Athletic Facility Strategic Master Plan. Some of their conclusions as they relate to current Stadium Complex Renovation were that turf quality is substandard, drainage facilities are lacking, grading is substandard (lack of positive pitch to shed water), irrigation systems are inadequate, bleachers at track/field are non-code compliant/deteriorated (home meets potentially cancelled), storage is lacking site-wide, and ADA (Americans with Disabilities Act) accommodations are lacking.

These observations drove a change in scope of the Stadium Complex Renovation, which then drove most of the difference between the cost estimate carried in the 2017 Warrant, \$2,750,000, and the current estimate of \$3,500,000 (excluding design services). Track repair was modified from resurfacing to full-scale reconstruction, at an additional cost of \$175,000; and the scope of the stadium renovation changed from carpet replacement to full-scale reconstruction, resulting in an additional cost of \$560,000. The remaining difference, \$15,000, is due to an update in the estimate of the work contemplated in the Warrant.

Three additional aspects of the proposed redesign have also contributed to the increased cost estimate for the stadium renovation:

- The footprint inside the track has been increased by ½ acre.
- The footprint of the stadium complex has shifted to the north east to permit the swap between the tennis courts and the softball field, thus taking the tennis courts out of the Happy Hollow Wells Zone I Protection Area.
- Drainage of the newly constructed turf field has been improved and expanded, which enhances the protection of the Sudbury River Watershed.

A significant driver of the Weston and Sampson recommended athletic improvement plan is rooted in the effort to enhance the protection of both the Happy Hollow Wells as well as the Sudbury River Watershed. Well protection is enhanced as a result of Part 2 of the Athletic Improvement Plan, which recommends swapping the locations of the tennis courts and the softball field. (To be discussed more fully in Article Y). Watershed protection is enhanced by full reconstruction with improved and expanded drainage rather than mere resurfacing.

If construction funding is appropriated for both Part 1 and Part 2, the project would be phased in two parts starting with the repairs and renovation to the high school stadium complex followed by the tennis courts/softball field swap and renovation/construction of the outdoor basketball and volleyball courts.

The Board of Selectmen has assigned oversight of this project to the Permanent Municipal Building Committee.

[Add votes of committees in support or not of article]

**ARGUMENTS IN FAVOR:**

- Intermediary improvements to the deteriorating track are no longer cost effective. The track itself could fail before the spring 2018 season resulting in non-use for both the high school and community.
- The current high school synthetic turf field is at the end of its useful life and could fail before the fall 2019 season resulting in non-use for both the high school and community.
- The high school stadium bleachers are not in ADA compliance.
- The stadium lights are inefficient compared to modern lights. Modern stadium lights will reduce the amount of light spillage to the surrounding neighbors.
- The existing drainage at the synthetic turf field at the high school is questionable.
- Without adequate stadium facilities, Wayland High School will be unable to host athletic events.
- Protecting the wells and the watershed is a high priority for the Town.

**ARGUMENTS OPPOSED:**

- The Stadium Reconstruction project is merely Part 1 of a larger effort called the Wayland High School Athletic Improvement Master Plan. Part 2 of the Master Plan is also discussed at this town meeting. Consideration of Part 3 of the Master plan is being deferred to a later date. Although largely independent the total cost for the Master Plan is estimated at: \$3,500,000 (Part 1) plus \$1,960,000 (Part 2) plus \$1,500,000 (Part 3). Some would argue that the Town should have a chance to weigh in on the entire concept before proceeding with construction funds on any one piece.
- Some would argue that from a cost-benefit perspective, minimal repairs to the stadium complex and tennis courts are sufficient.
- Although some of the high school facilities are currently in the Happy Hollow Wells Zone I Protection Area, their location is grandfathered and no impact to the water quality has as yet been detected.
- There are other large capital projects competing for Town funding.
- Some would argue that full reconstruction and improved drainage design will still not adequately protect the wells or the Watershed during severe draughts or floods.

**RECOMMENDATION:** The Finance Committee recommends xxxxxx. (Vote x-y-z)

**QUANTUM OF VOTE:** Majority – see Massachusetts General Laws Chapter 40, Section 5 and Chapter 44, Section 33B and Chapter 44, Section 53. For borrowing, two-thirds – see Massachusetts General Laws Chapter 44, Sections 2 and 7.

*For more information about this article, contact Jeanne Downs <jeanne\_downs@wayland.k12.ma.us>.*

RECEIVED

JAN 16 2018

Board of Selectmen  
Town of Wayland

TOWN OF WAYLAND  
REQUEST FOR TOWN MEETING ARTICLE

Sponsor & Contact Information

1. SPONSOR:	School Committee
2. DATE RECEIVED:	
3. CONTACT PERSON:	Jeanne Downs
4. TELEPHONE/DAY:	508-358-0270
5. TELEPHONE/EVENING:	508-347-7934
6. BOARD VOTE:	4-0
7. DATE OF BOARD VOTE:	1/11/18
8. PROPOSED FUNDING SOURCE:	CPC Funds and Debt

Article Information

9. ARTICLE TITLE:	High School Tennis Courts / Softball Field Reconstruction
10. COST:	\$ 1.96 MM
11. NO COST:	<input type="checkbox"/>
12. DATE COST ESTIMATE AVAILABLE:	

Article Text

13. SPONSOR'S ARTICLE TEXT:  
*See Attached*
14. SPONSOR'S COMMENTS (UP TO 150 WORDS MAY BE INCLUDED AT SPONSOR'S DISCRETION):  
*See Attached*
15. FINANCE COMMITTEE DRAFT COMMENTS (UP TO 500 WORDS):  
*See Attached*
16. FINANCE COMMITTEE DRAFT PROS (4-6 POINTS):  
*See Attached*
17. FINANCE COMMITTEE DRAFT CONS (4-6 POINTS)  
*See Attached*
18. CHAIR (OR DESIGNEE) SIGNATURE/DATE: *[Signature]* 1/15/18

**ARTICLE Y: HIGH SCHOOL TENNIS COURTS/SOFTBALL FIELD RECONSTRUCTION (PART 2 OF THE HIGH SCHOOL PREFERRED IMPROVEMENT PLAN)**

*Sponsored by: [Community Preservation Committee and] School Committee Estimated Cost: \$1.96 MM*

To determine whether the Town will vote to:

- a) appropriate a sum of money up to \$1.96 MM to be expended by the School Committee to construct Part 2 of the High School Athletic Preferred Improvement Plan (tennis courts/grass softball swap and reconstruction, outdoor basketball and volleyball courts, and related parking); and
- b) determine whether said appropriation shall be provided by debt, taxation, transfer from unappropriated funds, transfer from available funds already appropriated for other purposes or otherwise, provided not more than \$350,000 of the funds so appropriated shall be transferred from the Community Preservation Fund's Uncommitted fund for recreational purposes.

---

**Finance Committee Comments:** The article requests \$1.96MM for construction of Part 2 of the High School Athletic Preferred Improvement Plan. Of this amount, a minimum of \$350,000 would be transferred from the Community Preservation Fund. The remainder would be funded by the Town. These funds are anticipated to be expended in FY20. The request for construction for Part 1 of the High School Athletic Preferred Improvement Plan is being requested in a different article co-sponsored by the Recreation Commission and the School Committee and this article is contingent on its passage. Part 3 of the plan, Baseball and Multi-Use Field Improvements, is being deferred until a later date.

Partial funding of this project would come from the Community Preservation Fund, monies that have already been collected by the Town. The CPA mandates that at least 10% of receipts be earmarked for historic preservation initiatives, 10% for open space, and 10% for affordable housing. Uncommitted funds may be used on any of those three disciplines as well as recreation projects. This is an allowed use of CPA monies.

For schematics, see *Appendix x*.

**DESIGN:**

The town has contracted with xxxx for design of this project. The OPM (Owner's Project Manager) is Leftfield who is working with xxxx to oversee the project. After the design is completed, Construction Documents will be drawn up and used to price, bid and build the project. Construction Documents will include detailed plan drawings and technical specifications, from which bids can be obtained and the project can be constructed.

**TOTAL PROJECT COST:**

The scope and estimated costs for Part 2 of the Athletic Improvement Plan is as follows:

Tennis Courts (full-depth construction, 6 courts, lighting, parking at new location)	\$840,000
--	-----------

Softball Field (full-depth and new location)	840,000
Basketball Court (new construction, 2 courts, one volley ball ct.)	<u>280,000</u>
Total	\$1,960,000

**BACKGROUND:**

During the fall of 2016, Weston and Sampson, the town's on-call design consultant, was retained to develop schematic plans and cost estimates for a revised Wayland High School Athletic Facility Strategic Master Plan. This included field investigations, four public forums, and evaluation of prior studies, data and plans.

A key consideration guiding the Athletic Improvement Plan was to incorporate community concern for the environmental issues related to the athletic facilities and fields being too close to the town's principal drinking water wellfield.

Because a portion of the tennis courts is in the Happy Hollow Wells Zone I Protection Area, Weston and Sampson recommends that we swap the location of the tennis courts and the softball field, thus relocating the tennis courts to the front of the high school.

The swap was proposed in order to better protect the public water system, wetland resources, and the Sudbury River Watershed. It is considered a best practice to only allow water-supply-related activities in the Zone 1 protection area. The impervious surface of the tennis court violates best practice by reducing the infiltration of storm water. As long as no further construction occurs, the swap is not legally required. Today, however, construction within the Zone I of the wells would be prohibited.

A scheduled repair of the tennis courts (overlay + color sealcoat, new posts + nets, 10 courts) was projected to be expended in fiscal year 2019, at an estimated cost of \$300,000, as noted in the Town's five year capital plan of the 2017 Annual Town Meeting Warrant.

The following factors will serve to explain the increase from the \$300,000 in the current Capital Improvement Plan for fiscal year 2019, to the current projected amount of \$1,960,000 for Part Two of the Athletic Improvement Plan:

- The estimate for resurfacing the tennis courts was too low. It should have been \$539,000 instead of \$300,000.
- The current estimate for tennis court reconstruction is \$840,000. The additional "delta" is due to change in scope, from resurfacing at the old location to full reconstruction at the new location, and the addition of lighting and parking.
- Relocating and rebuilding the softball field is projected to cost \$840,000. None of this cost was anticipated in prior capital improvement plans. While there will be design improvements over the existing softball field, most of the added cost would need to be justified by environmental considerations.
- The extra basketball court, at a projected cost of \$280,000, is justified because of demand.

The Board of Selectmen has assigned oversight of this project to the Permanent Municipal Building Committee.

[Add votes of committees in support or not of article]

**ARGUMENTS IN FAVOR:**

- CPA funds to be used for this initiative have already been collected. A favorable vote by Town Meeting will reduce the Town funds used.
- The tennis courts are in need of repair. Two of the ten tennis courts have been taken offline due to disrepair and more may be taken offline before the spring season.
- Intermediary improvements to tennis courts are no longer cost effective.
- Swapping of the tennis courts and the softball field will improve compliance with current Zone I Protection Area regulations.
- Moving the tennis courts to the front of the high school will allow for full reconstruction and replacement of the tennis courts thus mitigating the annoyance of frequently needed repairs. It is unclear whether the Town would receive permission from the Conservation Commission for full reconstruction *in situ*.
- Moving the tennis courts will allow better access for the larger community without having to penetrate school grounds, thus improving security.
- Moving tennis courts out of the wet areas is thought to mitigate frequent and severe cracking, making maintenance and upkeep less expensive and intensive. E.G. If weeds emerge in their current location, they need to be pulled by hand since chemical weed killers are not permitted in the Zone 1 Wells Protection area.
- The proposed relocation of the tennis courts has received generally good support at various public meetings on this issue.
- The proposed project adds a volleyball court.
- Should the wells become contaminated, the permitting process for a new well could take 10 years.

**ARGUMENTS OPPOSED:**

- Wayland's CPC can elect to retain annual funding for the benefit of future historical opportunities, open space, housing or recreational initiatives or the reduction of Mainstone debt. There may be other allowed uses not yet brought to the attention of the Community Preservation Committee that will require future funding.
- Some would argue that from a cost benefit perspective, minimal repairs to tennis courts are sufficient. However, depending on the repair, it might or might not be permitted by the Conservation Commission.
- This second phase of the design of the High School athletic facilities is one part of a larger effort called the Wayland High School Athletic Improvement Master Plan. Part 1 of the Master Plan is also discussed at this Special Town Meeting. Consideration of Part 3 of the Master plan is being deferred to a later date. Although largely independent the total cost for the Master Plan is estimated at: \$3,500,000 (Part 1) plus \$1,960,000 (Part 2) plus \$1,500,000 (Part 3). Some would argue that the Town should have a chance to weigh in on the entire concept before proceeding with design funds on any one piece.
- Although a portion of the tennis courts is situated in the Happy Hollow Wells Zone I Protection Area, its location was permitted and no impact to the water quality has as yet been detected.
- The proposed project reduces the number of courts from 10 to 6.

**RECOMMENDATION:** The Finance Committee recommends xxxxxx. (Vote x-y-z)

**QUANTUM OF VOTE:** Majority – see Massachusetts General Laws Chapter 44B, Section 7. For borrowing, two-thirds – see Massachusetts General Laws Chapter 44, Sections 7 and 8

*For more information about this article, contact Gretchen Schuler/508-358-7980/  
ggschuler@verizon.net.*



Recreation Department  
TOWN OF WAYLAND  
41 Cochituate Road  
Wayland, Massachusetts 01778  
[www.wayland.ma.us](http://www.wayland.ma.us) | [waylandrec.com](http://waylandrec.com)  
(508) 358-3660

Handout BOS  
01/16/2018

RECREATION COMMISSION  
Asa Foster, Chair  
Thruston Wright, Vice Chair  
Dr. Frank Krasin  
Heidi Seaborg  
Christopher Fay

**TO:** Board of Selectman  
**CC:** Selectman's Office, Recreation Commission  
**RE:** Request for Debt Exclusion Ballot Question through Prop 2 ½  
**FROM:** Asa Foster, Recreation Commission Chair  
**DATE:** Tuesday, January 16, 2018

RECEIVED

JAN 16 2018

Board of Selectmen  
Town of Wayland

*Board of Selectman,*

*The Recreation Commission would like to request that Board of Selectman to consider placing a Proposition 2 ½ debt exclusion question on the March 2018 Election ballot in regard to the "Loker Recreation" capital project. The Recreation Commission is concurrently submitting the corresponding ATM 2018 Article to determine and appropriate funding for the project, that article is attached.*

*Thank you for your consideration,*

*Asa B. Foster 1-11-18*

RECEIVED

2

JAN 16 2018

Board of Selectmen  
Town of Wayland

**TOWN OF WAYLAND  
REQUEST FOR TOWN MEETING ARTICLE**

**Sponsor & Contact Information**

1. SPONSOR:	RECREATION COMMISSION
2. DATE RECEIVED:	
3. CONTACT PERSON:	Asa Foster, Rec Commission Chair
4. TELEPHONE/DAY:	(508) 358-6864   (508) 397-9130
5. TELEPHONE/EVENING:	
6. BOARD VOTE:	RECREATION COMMISSION 4-0-0
7. DATE OF BOARD VOTE:	01/08/2018
8. PROPOSED FUNDING SOURCE:	PROPOSITION 2 ½ DEBT EXCLUSION

**Article Information**

9. ARTICLE TITLE:	<b>CONSTRUCTION OF SYNTHETIC TURF ATHLETIC FIELD AT LOKER CONSERVATION &amp; RECREATION AREA</b>
10. COST:	\$2,000,000
11. NO COST:	<input type="checkbox"/>
12. DATE COST ESTIMATE AVAILABLE:	MARCH 2018

**Article Text**

13. SPONSOR'S ARTICLE TEXT:

**ARTICLE XXXX:**

**Construction of Synthetic Turf Multi-Purpose Athletic Playing Field at Loker Conservation & Recreation Area  
Sponsored by the Recreation Commission**

To determine whether the Town will vote to:

- 1) Appropriate a sum of money of up to \$2,000,000 to be expended under the direction of the Wayland Recreation Commission for permitting and constructing of a multi-purpose synthetic turf athletic playing field at the Loker Conservation & Recreation Area including playing surfaces, lighting, drainage, landscaping, access and parking.
- 2) Determine whether said appropriation should be provided by taxation, transfer from un-appropriated funds, transfer from available funds appropriate for other purposes, by borrowing, or otherwise.

14. SPONSOR'S COMMENTS (UP TO 150 WORDS MAY BE INCLUDED AT SPONSOR'S DISCRETION):

*This Project is being managed by the PMBC in conjunction with two phases of WHS Athletic site renovation; Articles X and Article X.*

**SITE**

*An exhibit with the design schematics can be found in **Appendix X** of this warrant. ---SLIDE 1 Assessor's Parcel 49-064B; current vacant parcel is accessible by Route 30, just east of the intersection of Route 30 and Rice Road.*

*Schematics, minutes and deeds can be found here: <http://waylandrec.com/facilities/capital-projects/loker/>*

**SITE HISTORY**

*The Town acquired this 28.20 acre site from the Dow Chemical in 2000. It is restricted for passive or active recreation use. Most of the proposed area for the new field is already flat open land deeded for recreational use.*

*In 2013, Recreation explored this site for a potential grass field and conducted a Wetlands Study, Historical Artifact Study, and two Licensed Site Professional (LSP) Reviews. Additionally Well Investigation and Fracture Trace analysis were conducted to explore irrigation at the site, it was determined to be cost prohibitive and the CPC funds were returned.*

*In 2017, STM 11/14/2017 –the Town voted and passed by 2/3 vote (481 to 220) to design*

**DEED PARTICULARS:**

*All of the "premises are conveyed with the limitation that the premises be used only for recreation and conservation"; subject to the restriction that the parcels "shall not be used for the sale, lease, rental or use as a single family, multi-family, or other type of temporary or permanent residence".*

**SITE PLAN APPROVAL**

*There will predictably be some amount of traffic increase on the surrounding roads. A traffic study will be conducted to measure traffic and pedestrian flow. The Recreation Commission is sensitive to the concerns of residents in the area and is confident that any increase in traffic volume can be kept to a reasonable level with careful scheduling of the site.*

*Site Plan Approval will include considerations for LIGHTING, DRAINAGE, TRAFFIC, NOISE, ACCESS, SIGNAGE, and PARKING for the site.*

**CONSERVATION PERMITS**

*There will be land disturbance and approximately XX trees will need to be removed so the area will be large enough to accommodate a regulation field and additional fill and grading is required, Chapter 193 Land Disturbance Permit will be required from Conservation. Chapter 194 Wetlands and Water Protection Permit also required.*

**BOARD OF HEALTH**

*Turf and infill material selection to be assessed by Designers, Recreation and Board of Health, as well as addressing high-temperature concerns. Water run-off (turf vs grass run-off ie fertilizers, etc). Land continues to be monitored by prior land owners (Dow Chemical) and have determined that*

*recreational use of parcel is not a health hazard to users.*

### **SYNTHETIC TURF**

*Synthetic turf cost savings over 10 year period. Higher initial up front cost, but lower maintenance costs and allows 3x usage of a grass field. (SEE APPENDIX E of FTM 11/14 Warrant Book)*

### **PUBLIC DEMAND**

*Wayland has dire need for a second lighted synthetic turf field. Having a field at Loker Conservation & Recreation Area will allow the Recreation Department to offer additional programs as well as allow maintenance opportunities to "rest" other grass fields that are currently overused, ensuring the safer recreational venues for all residents. The Town Wide Rec Strategic Plan outlines the time line for field care and maintenance.*

*Additionally it will allow for continuity of public programming and services with the temporary use by Wayland Public School Athletics for practice and competition while the WHS Athletic site (ARTICLE X and ARTICLE X) are under construction.*

### **CARE & MAINTENANCE**

*Maintenance of natural areas, trash and recycling, and parking areas will be performed by the Department of Public Works (DPW) and facilitated through the Memorandum Of Understanding (MOU) process. The MOU is an agreement among the School Committee, the Recreation Commission and the Board of Public Works.*

### **SUPPORT**

*The Recreation Commission recommends approval. (Vote 4-0-0)*

*The Board of Selectmen recommends approval. (Vote X-X-X)*

*The Finance Committee recommends approval (Vote X-X-X)*

*WILL UPDATE VOTES AFTER DESIGN*

#### **15. FINANCE COMMITTEE DRAFT COMMENTS (UP TO 500 WORDS):**

*FROM FTM WARRANT BOOK:*

*2017 Fall Town Meeting passed and allocated \$154,000 of Recreation Stabilization Funds to design a synthetic turf athletic playing field at Loker Conservation & Recreation Site. The design work will be completed by March 1, and the Recreation Commission recommends construction of a synthetic turf multi-purpose athletic field at the Loker Site including lighting, drainage, landscaping, access and parking.*

#### **16. FINANCE COMMITTEE DRAFT PROS (4-6 POINTS):**

- A. The average cost to maintain a synthetic turf field (\$10,000-\$15,000 annually) is less than the average cost to maintain a grass field. (\$25,000-\$50,000 annually.)*
- B. Synthetic turf fields do not require watering, fertilizing or mowing, they do not attract geese. They are available for play during and after rain and result in fewer weather cancellations. They extend a playable season by many weeks, when grass fields are not playable. Turf fields need not be rested as grass fields need after heavy usage; a turf field would thereby allow more down-time and "rest" to existing grass fields to ensure the long-term life, quality and safety of our natural grass fields.*

- C. *Recreation estimates that one lighted synthetic turf field can accommodate three times the capacity of a grass field (based on typical usage trends in Wayland). An additional turf field will allow the rehabilitation of existing recreation fields that need repair; and accommodate about 50% of the current over-usage. Currently, all Wayland fields are overused by three or more hours per day. Existing conditions are deteriorating, deficient and non-conforming; some venues aren't able to host Wayland home games at all because they do not meet competitive regulation standards. There is a outdated reputation that Wayland fields are rented out to out-of-town groups, in 2010 some reports estimated as high at 35% of out-of-town usage, but 2017 data suggests that percentage is under 15%, and some playing fields see 0% out-of-town usage.*
- D. *Lighting a field would allow more evening hours on the field; this will become increasingly important if Wayland Public Schools follow the national trend to shift school start times later in the day. It would also allow the Recreation Department opportunity to expand and enhance current offerings for youth, teens, adults and seniors.*
- E. *Since the High School Synthetic Turf Field was completed in 2007, the number of youth, middle school and high school students participating in town or school sports teams has steadily increased. In 2017-2018, over 75% of high school students participated on the 61 high school teams*
- F. *An additional turf field will allow programming for practice and competition within the town during the period the High School athletic facilities and fields may be under construction. This will save the approximately \$20,000 cost per season to relocate middle school and high school sports team practices and games during the high school athletic facility construction.*
- G. *Constructing this project now in conjunction with **Article X and Article X** will maximize financial efficiencies;*

17. FINANCE COMMITTEE DRAFT CONS (4-6 POINTS)

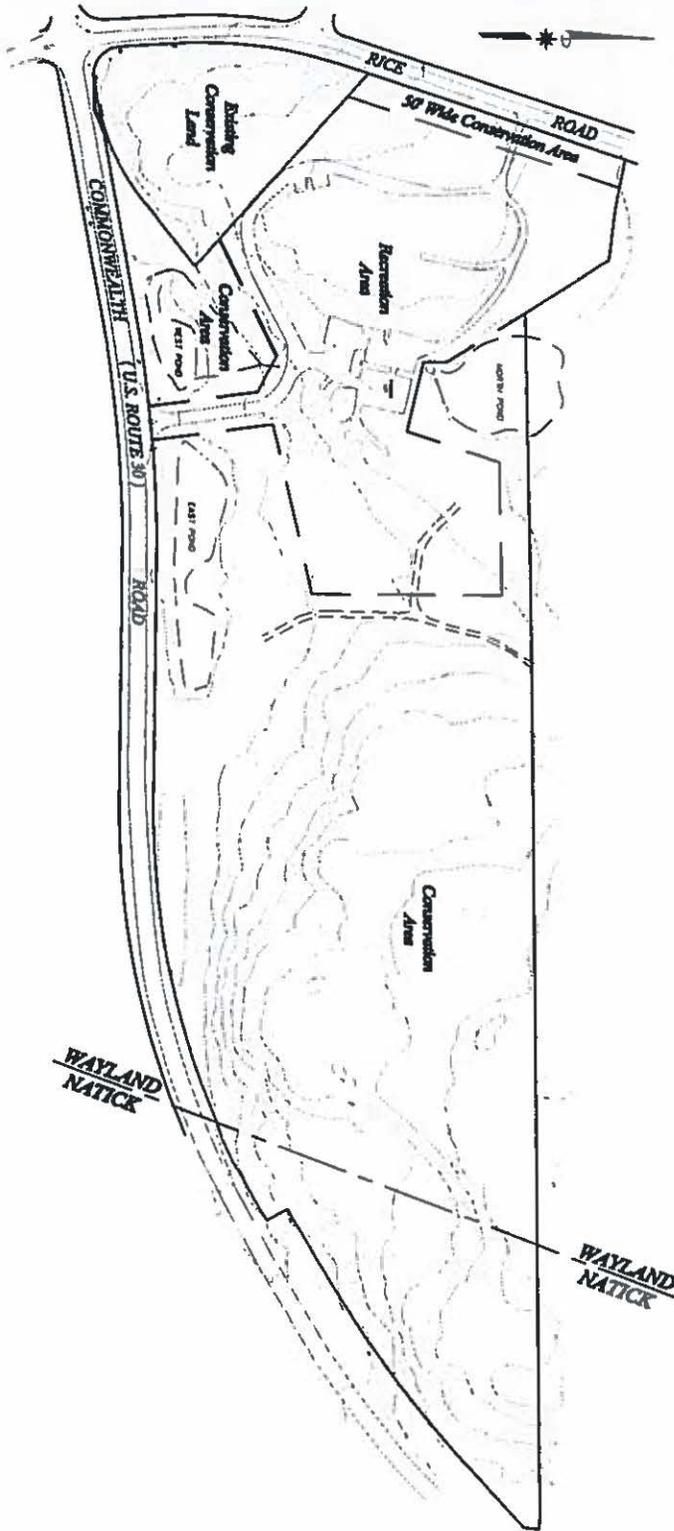
**FROM FTM WARRANT**

- A. The results of a highly anticipated study on the potential health hazards of synthetic fields with "crumb" rubber in fill material, sponsored by the EPA, Federal Research Action Plan on Recycled Tire Crumb Used on Playing Fields and Playgrounds (<http://bit.ly/1YwgRHu>), is currently underway and due in late 2017. Some would argue that we should await the results of that study.
- B. Synthetic turf fields can become too hot for safe usage when temperatures are high, which could be a safety factor.
- C. Some have raised Concerns about synthetic turf fields' potential leaching of infill material that could impact nearby wetland resources.
- D. Some argue that there are other large capital projects in Town that are requesting funding at this time and the Town cannot afford to support them unless they are funded over multiple years.
- E. Neighbors have raised concerns about the negative impact of increasing traffic, noise, and lighting.
- F. Some have questioned whether an athletic field is the correct use for this site, as in the past it has been proposed for an indoor athletic facility, a skating rink and other potential uses.

18. CHAIR (OR DESIGNEE) SIGNATURE/DATE:

 1-11-18





1. This plan was completed from a field sketch and is not intended to be a final plan. It is subject to change without notice.

2. It is without effect until it has been approved by the Board of Selectmen.

3. It is without effect until it has been approved by the Board of Selectmen.

Plan No.	100
Date	11/1/2000
Scale	1" = 100'

**Plan of Land**  
 in  
 the Town of  
 Wayland, Massachusetts  
 for  
 Conservation and  
 Recreation Areas



No.	100
Author/Title	
Date	

Handout BOS  
01/16/2018



# WAYLAND FREE PUBLIC LIBRARY

5 CONCORD ROAD | WAYLAND MA 01778 | 508 358 2311 | WAYLANDLIBRARY.ORG

January 12, 2018

Ms. Lea Anderson, Chair  
Wayland Board of Selectmen  
41 Cochituate Road  
Wayland, MA 01778

**RECEIVED**  
**JAN 12 2018**  
Board of Selectmen  
Town of Wayland

Dear Ms. Anderson,

The Board of Library Trustees respectfully requests that a debt exclusion question be presented to the voters of the Town of Wayland at the March 27, 2018 Town Election.

On July 13, 2017, the Town received a provisional state funded construction grant of \$10,137,980 to assist with the costs of a new library building at 195 Main Street. The Massachusetts Board of Library Commissioners (MBLC) requires that we prove we have secured local funding to release grant funds to us. The deadline for this proof is today, January 12, 2018, however on October 5, 2017, the Board of Library Trustees petitioned the MBLC for an extension of this deadline. The MBLC granted an extension to April 11, 2018 which allows us to use our already scheduled Town Election and Annual Town Meeting to secure local funding.

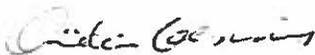
The ballot question is requested as part of a two-step process to secure local funding. Voters must be presented and must approve both: 1. a ballot question for a debt exclusion, and 2. a warrant article at 2018 Annual Town Meeting requesting authorization to fund the library project. Results of these votes must be certified and received by the MBLC on or before April 11, 2018.

The total cost of the project, \$28,940,710, will be defrayed by the following: the \$10,137,980 state construction grant from the MBLC payable in five equal installments over five fiscal years commencing in FY2018; \$354,829 upon receipt of LEED Platinum certification in the fifth year; a contribution of \$750,000 by the Trustees from The Millennium Fund.

Although voters will be asked to authorize the appropriation of the full amount of the project at Town Meeting (per the strong recommendation of the Massachusetts Board of Library Commissioners), the actual cost to the Town will be \$17,697,901. The Trustees are launching a capital campaign to further reduce the costs of this project to the Town.

Please see the warrant article and proposed Finance Committee comments for further details.

Thank you very much for your consideration.

Sincerely,   
Aida Gennis, Chair  
Board of Library Trustees

Enc: Board of Library Trustees Article for submission to Annual Town Meeting  
Proposed Comments for Wayland Finance Committee

RECEIVED

JAN 12 2018

X

TOWN OF WAYLAND  
REQUEST FOR TOWN MEETING ARTICLE

Board of Selectmen  
Town of Wayland

Sponsor & Contact Information

1. SPONSOR:	BOARD OF LIBRARY TRUSTEES
2. DATE RECEIVED:	FRIDAY, JANUARY 12, 2018
3. CONTACT PERSON:	AIDA GENNIS, CHAIR
4. TELEPHONE/DAY:	508-650-3869
5. TELEPHONE/EVENING:	SAME
6. BOARD VOTE:	4-0-0
7. DATE OF BOARD VOTE:	JANUARY 10, 2018
8. PROPOSED FUNDING SOURCE:	Debt Exclusion

Article Information

9. ARTICLE TITLE:	APPROPRIATE FUNDS TO CONSTRUCT NEW LIBRARY BUILDING
10. COST:	\$28,940,710
11. NO COST:	<input type="checkbox"/>
12. DATE COST ESTIMATE AVAILABLE:	

Article Text

13. SPONSOR'S ARTICLE TEXT:

ARTICLE I: TITLE: Appropriate Funds to Construct New Library Building

Sponsored by: Board of Library Trustees Estimated Cost: \$28,940,710

To determine whether the Town will vote to:

1) raise and appropriate, transfer from available funds, or borrow the sum of **Twenty-eight Million, nine hundred and forty Thousand, seven hundred and ten dollars (\$28,940,710)** for the construction, equipping, and furnishing of a new **Wayland Free Public Library** to be located at **195 Main Street, Wayland, MA 01778**, and any and all incidental and related costs, including but not limited to, site evaluation, engineering and design services, and project management services for the design, bidding and construction, including but not limited to schematic and final design, construction documents, and bidding and construction oversight, building demolition and site preparation, paving, and landscaping as well as a lease or leases for alternative operational space, storage, furnishings, moving expenses and other professional and legal expenses and fees and related necessary costs for the duration of the project, and to authorize the Board of Selectmen and/or the Board of Library Trustees to expend these funds, without further appropriation, but with the approval of the Permanent Municipal Building Committee;

2) authorize use of the construction management at risk delivery method pursuant to the provisions of G.L. c.149A, §§1-13;

3) authorize the Treasurer with the approval of the Board of Selectmen, to borrow said sum pursuant to G.L. c. 44, §§7 or 8 or any other enabling authority, and issue bonds or notes of the Town therefor;

4) authorize any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, to be applied to the payment of costs approved hereunder in accordance with G.L. c.44, §20, thereby reducing by a like amount the amount authorized to be borrowed to pay such costs; and

5) authorize the Board of Selectmen and other appropriate officials to apply for federal, state, or private grants, enter into any agreements and execute all documents including contracts for a term in excess of three years as may be necessary to effectuate the purposes of this Article, and to accept any gifts or grants provided to the Town for such purposes;

provided, however, that the appropriation made hereunder shall be expressly contingent upon approval by the voters of the Town of a ballot question to exclude from the limitations of Proposition 2 1/2, G.L. c. 59, §21C, the amounts required to pay for any such bonds or notes; and further that no funds appropriated hereunder shall be expended until the Town has been allotted a grant by the Massachusetts Board of Library Commissioners; or take any action related thereto.

**14. SPONSOR'S COMMENTS (UP TO 150 WORDS MAY BE INCLUDED AT SPONSOR'S DISCRETION ):**

In July 2017, the Town of Wayland was awarded one of nine state construction grants to build a new library at 195 Main Street. This award was the culmination of over two years of work by the Board of Library Trustees, the Library Planning Committee, and community members to identify Wayland's current and future library needs, study contemporary library use and design in Massachusetts and elsewhere, and work with architects to determine whether our current library could be expanded and, if not, where the Town could successfully locate a new one.

As a site-specific, time-sensitive offer, the grant presents a unique opportunity to design a building that reflects Wayland's emphasis on education and dialogue for all ages. Residents deserve a library commensurate with their expectations for intellectual engagement, lifelong learning, and community cohesion. Now is the time for Wayland to invest in the future of this crucial Town institution.

**15. FINANCE COMMITTEE DRAFT COMMENTS (UP TO 500 WORDS):**

Passage of this article will authorize the appropriation of \$28,940,710 to build a new library at 195 Main Street adjacent to the Middle School, on the site of the former Highway Department garage.

The cost of the project to the Town will be \$17,697,901. Monies defraying the cost to the Town are:

- \$10,137,980 provisional state construction grant, awarded by the Massachusetts Board of Library Commissioners (MBLC) on July 13, 2017
- \$354,829 LEED Platinum certification grant for energy efficiency
- \$750,000 contribution from Board of Library Trustees Millennium Fund
- Contributions to a capital campaign, currently being launched by the Trustees to further reduce the Town's costs

The Town will receive the grant funds only if this article passes at this April 2018 Town Meeting. If the article does not pass, the grant will be offered to another community in the Commonwealth.

The proposed new library will be a two-story, 33,530-square-foot, LEED-certified building partially powered by solar arrays over the roof and the parking lot. In addition to its current functions, the library will offer enhanced spaces, services, and collections for children and teenagers; private rooms for small-group study; dedicated spaces for lectures, meetings, and technology classes; and improved work areas for staff.

At the November 2015 Special Town Meeting, voters authorized \$150,000 for a Library Planning & Design Study to examine the feasibility of expanding and renovating the current library building and the feasibility of building a new library on a different site. After extensive study of the current site and two other parcels, it was determined that expansion at 5 Concord Road was impossible because the 1.02-acre site in the Aquifer Protection District would not support an increase in either the size of the building or the number of parking spaces needed. The Trustees selected 195 Main Street as the most appropriate site for a new library.

The proposed building meets the space-needs assessment set forth in Wayland's Library Building Program, produced by an independent library consultant. The consultant worked closely with library staff to analyze the needs of each department, and then applied national standards and state guidelines to recommend an appropriate size for the Town's library. To qualify for state grant funding, Wayland must base total square footage on the Library Building Program submitted to and accepted by the MBLC prior to applying for the grant.

If this article passes, the Town will receive the grant in 5 equal installments:

- 20% (\$2,027,596) in May/June 2018 for development of a schematic design
- 20% in May/June 2019, after construction documents are submitted to the MBLC
- 20% in May/June 2020 upon issuance of a building permit
- 20% in May/June 2021 upon issuance of a certificate of occupancy
- 20% in May/June 2022 after a final audit

In the final year, LEED Platinum certification for energy efficiency entitles the Town to an extra disbursement of 3.5% (\$354,829) of the initial grant award.

Construction is expected to begin in mid- to late 2019 and the building is scheduled to open in 2021.

The Board of Library Trustees recommend this article. Vote: 4-0-0

An exhibit with relevant information can be found at Appendix ? of this warrant. The preliminary conceptual design for a new library at 195 Main Street is online at: (town's website)

#### 16. FINANCE COMMITTEE DRAFT PROS (4-6 POINTS):

This is a one-time opportunity to accept this substantial grant of \$10,137,980 to help defray the cost of a new library building that will meet the current and future needs of Wayland residents.

The proposed building will address longstanding deficiencies known to town officials, staff, and patrons. In a 2015 town-wide survey, a majority of respondents explained that they underuse—or avoid altogether—the current building at 5 Concord Road because of dissatisfaction with its interior spaces, limitations in services, and parking. Extensive study and due diligence have led to the conclusion that the current library cannot be renovated or expanded, now or in the future, in a way that would meet the Town's needs. The proposed new library, in contrast, will offer:

- an expanded children's room with sufficient collection, program, and activity spaces
- a new teen/young adult room with dedicated study spaces
- a wide variety of seating choices (single and group, desk and lounge)
- separate study/work spaces and rooms
- a large multi-purpose room for lectures, large meetings, and events
- a conference room for midsize meetings
- a wing that can be closed and used after hours for other town/group events
- a technology room with public access computers for individual use, classes, and meetings
- ADA compliance
- expanded space for collections
- efficient spaces for staff to work safely and comfortably
- appropriate space to house the library's technology infrastructure
- a flexible interior design for optimal space configurations
- twice the parking in a well laid out accessible lot
- a site unlikely to flood

The new location is adjacent to the Wayland Middle School and in close proximity to the high school, two of the three elementary schools, and recreation parcels. Communities with dedicated teen rooms find that they are heavily used for homework, informal socializing, interest groups, and organized events.

The varied seating options, study rooms, and conference room will make the library attractive to local interest and professional groups looking for a common space to meet.

The Recreation parcel between the library and the middle school will allow students, neighbors, and patrons to move freely between Recreation and library activities. This location, in the Town's most densely populated area, provides easy access for pedestrians and bicyclists.

The building will meet LEED certification standards, with sustainable materials, rooftop solar panels, and energy and water conservation incorporated into the design.

17. FINANCE COMMITTEE DRAFT CONS (4-6 POINTS)

Some worry about the cost of the project and the impact on the Town's debt schedule given other competing capital projects on the horizon.

Some argue that the scope and size of the project are too large.

Some are concerned with the increased staffing and operating costs of a larger library building.

Some are concerned that the relocation of the library will affect traffic and congestion at and around the middle school and the adjacent neighborhood.

Some are concerned about the undetermined future of the current building at 5 Concord Road, given the possible use restrictions on a portion of the property. They argue that the Town may need to go through the process of challenging the terms of a public charitable trust, with an unclear outcome. In addition, there will be costs to operating the building after the library function has moved.

18. CHAIR (OR DESIGNEE) SIGNATURE/DATE: *Olida Comis, chair* *1/12/2018*