

**Minutes of a Meeting of the  
Wayland Community Preservation Committee  
Via Zoom/WayCAM  
June 1, 2023**

**Member Attendees** – Susan Weinstein, Chair, Maureen Cavanaugh, Kay Gardner-Westcott, Sherre Greenbaum, Ira Montague, Kelly Pierce, Doug Stotz

**Other Attendees** – Gretchen Schuler, Wayland Historical Society; Kelsi Power-Spirlet, WayCAM

**Public Comment** – None

**New Business - Wayland Historical Society Request for Administrative Funds for Grout-Heard House Structural Analysis**

G. Schuler presented the Wayland Historical Society (WHS) request for Community Preservation Act (CPA) funds to support a structural analysis of the Grout-Heard House. An earlier study identified that the weight from books and files require structural reinforcement and made recommendations. This structural analysis will follow those recommendations. WHS is prepared to provide half the funding and is requesting \$17,500 in CPA administrative funds. G. Schuler has consulted with Town Counsel, who advised that studies and administrative uses should be funded by the administrative fund and not go before Annual Town Meeting (ATM).

D. Stotz confirmed there is a balance of \$68,000 in the administrative funds and believes the WHS request is a fine use of those funds. Community Preservation Committee (CPC) members encouraged the WHS to also seek other sources of funds (e.g., Massachusetts Historical Commission Preservation Projects Fund).

I. Montague made a motion to approve up to \$17,500 in administrative funds for structural analysis and plans. M. Cavanaugh seconded the motion. Following discussion, the motion was approved 6-0-1 (Weinstein-yes; Cavanaugh-yes; Gardner-Westcott-abstain; Greenbaum-yes; Montague-yes; Pierce-yes; Stotz-yes).

**Minutes**

The minutes of the April 13, 2023 CPC meeting were reviewed. K. Pierce made a motion to accept the minutes, as written. K. Gardner-Westcott seconded the motion. The April 13, 2023 minutes were approved unanimously 7-0-0 (Weinstein-yes; Cavanaugh-yes; Gardner-Westcott-yes; Greenbaum-yes; Montague-yes; Pierce-yes; Stotz-yes).

**Other Business**

- **Annual Report for ATM Warrant** – CPC members expressed appreciation to D. Stotz for completing the financial numbers for the annual report included in the 2023 ATM Warrant.
- **89 Oxbow Condominium Trust Fire Sprinkler System** – the project has commenced and S. Weinstein received an invoice for the completed work, to date.

- **Grant Letters** – were sent to new CPA fund recipients.
- **Launcher Way** – S. Weinstein reported that the sale has been completed. At the next ATM there will be an article to rescind the debt.
- **CPA Open Seats** –
  - Select Board – is looking to CPA members to recommend a candidate.
  - Conservation Commission – S. Weinstein to reach out to Sean Fair for Con Comm appointee.

### **Next meeting**

September 2023 - TBD

### **Adjournment**

M. Cavanaugh made a motion to adjourn the meeting. I. Montague seconded the motion. The motion passed unanimously, 7-0-0 (Weinstein-yes; Cavanaugh-yes; Gardner-Westcott-yes; Greenbaum-yes; Montague-yes; Pierce-yes; Stotz-yes).

The meeting was adjourned at 7:00 p.m.

Respectfully submitted,

Maureen A. Cavanaugh