



# Town of Wayland Massachusetts

## Members:

Mark Foreman, Co-Chair  
Carol Glick  
Frank Krasin  
Jean Milburn, Co-Chair  
William Sterling, Co chair

Council on Aging /Community Center Advisory Committee (“CoA/CCAC”)  
Minutes: December 12, 2017 7:00 PM

In attendance: Frank Krasin, Jean Milburn, Mark Foreman, Carol Glick and William Sterling  
Also in attendance was CoA Director, Julie Secord, Mary Antes, and Ben Keefe, ex officio.  
Absent: Two unassigned members and ex officio participants: Steve Correia & Katherine Brenna.

The meeting was called to order, as a quorum was present at 7:02 PM at the CoA Meeting Room in the Wayland Town Building.

I. Public Comment- There was no public comment.

II. Review of Kang scope- William Sterling explained that Kang Associates is very busy through December and will not be available to help us until the new year. However, Kaffee offered to have us work directly with her estimator to get started on the estimate in December. Ben Keefe has been communicating with Charles McGrory of D.G. Jones to get that work started. A contract is in the works.

In the meantime, Mr. Sterling has prepared three options to share with the FinCom on Monday. Option A is the least cost option, but consists of keeping existing vinyl siding and vinyl windows and merely renovating the interior spaces to meet the functional needs of the new programs for the CoA and the Recreation Department. Option B is upgrading the exterior envelope with continuous foam insulation exterior wrap to meet minimum code requirements. Add cement board siding in a shingle style and add new energy efficient windows. Option C is to design a Net Zero Energy building with super insulated exterior envelope, solar PV panels on the roof and in the parking lot and electric heat pumps for heating and cooling. This option is recommended by the Wayland Energy Committee.

Recreation Department needs to meet the committee to discuss their potential activities in the building. Most pressing is the question, “Where will the art room go?” Now that the Town is eliminating the art classrooms at Fire Station #2, there will be no place for the classrooms to go.

Kang will help edit the program to show the reduced size and number of programs that will fit into the 10,250 SF building with a related schedule of a typical week of activities. The Recreation Department offices will remain where they are. The Library Building Committee is contemplating an art center in the old library building if the new library is approved at ATM. Alternatively, the art rooms may be moved into the old CoA space once they move to the Town Center.

Jean Milburn moved that Option C be approved as the proposed scope of construction to have J.G. Jones estimate. Mark Foreman seconded the motion. The vote was affirmative 5-0.

### III. Tighe & Bond /engineering scope of work.

- a. River frontage and wetlands flagging need to be renewed every three years. So new flagging is required before we can apply for a permit. However, the window for doing the flagging wetlands closed in November and will not reopen until April. The river mean high water line may be identified with soil sampling if there is no snow on the ground. The contract with Tighe & Bond is being negotiated at this time so that work.
- b. Tighe & Bond may be available to analyze the existing building for MRP & FP trades.
- c. Ben Gould's report on PCB's has been submitted, but not available to the public at this time. There were no surprises.

### IV. Work items

Jean Milburn has offered to coordinate website management and PR issues for the committee. Public information press will begin after the holidays. She encouraged attendance at other board meetings to spread the word that we are back on the agenda.

### V. Committee task assignments- the following boards need to be met

Recreation Department meets on Monday. Frank Krasin volunteered to set up a meeting with Katherine Brenna before it can get us on the agenda for that meeting.

ConCom- The committee should meet with Linda and Sarkis to go over the scope of engineering and testing needed for permitting the alterations to the existing building and related site work.

Zoning/Building Department head should be consulted about the project.

Veterans should be contacted about the availability of program/activity space in the building.

Board of Health needs to become aware of proposed septic treatment plans.

Historical Commission needs to weigh in on their display space and potential activities for lectures and workshops on archeology.

PMBC needs to be brought up to date on the scope of work and proposed schedule of the project.

The Wayland Energy Committee needs to be apprised of the Net Zero Energy proposal being pursued.

Finally a draft Article needs to be developed over the next two weeks so we are ready to discuss it at our next regular meeting. There is a new form to be used. Ms. Milburn volunteered to start the first draft following that format.

### VI. Public outreach - Ms. Milburn will coordinate the following:

Mark Foreman suggested the committee prepare to present at the League of Women voters ATM informational meeting.

WayCam is interested in doing an interview about the Community Center.

The Town Crier is a good avenue of public outreach.

The Town Website is available, but managed by David Porter.

Enews is also available for spreading the word.

The four assisted living centers in town should also be contacted. Ms. Glick agreed to contact all of them. She should start with Betsy Willard at Sunrise, who served on the CoA for years and is supportive of the Community Center project.



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Wayland Dads has a newsletter that we may be able to get news into.

## VII. Minutes of 11/29/2017 meeting reviewed.

Mark Foreman corrected the location as the Selectmen's Meeting Room, then moved that the minutes be approved as amended. Carol Glick seconded the motion. The vote was affirmative 5-0.

## VIII. Date and time of next meetings

The CoA/CCAC scheduled the next meeting for Monday, December 18 at 6:30 PM with Katherine Brenna followed by a meeting with the Recreation Committee at 7PM.

## VIII. Adjournment

At 8:50 PM, Mr. Foreman moved to adjourn. Ms. Glick seconded the motion. The vote in favor was 5- 0.

Handouts:

Agenda of tonight's meeting

Options A, B & C cost summaries

Estimated Operating and Maintenance costs

Respectfully submitted

William A. Sterling, Co-Chair