

**Minutes of a Meeting of the  
Wayland Community Preservation Committee  
Wayland Town Building – Via Zoom/WAYCam  
October 18, 2023**

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

**Other Attendees** – Gretchen Schuler, Wayland Historical Society and Museum

**Public Comment** – None

**Minutes**

The minutes of the September 7, 2023 Community Preservation Committee (CPC) meeting were reviewed and comments provided. K. Gardner-Westcott made a motion to accept the minutes, as amended. I. Montague seconded the motion. The September 7, 2023 minutes, as amended, were approved unanimously 6-0-0 (Weinstein-yes; Cavanaugh-yes; Gardner-Westcott-yes; Montague-yes; Pierce-yes; Stotz-yes).

**Community Preservation Coalition Dues**

Payment is due on Wayland's annual membership fee in the Community Preservation Coalition (Coalition) at the rate of \$4,350. D. Stotz made a motion to allocate \$4,350 from the Administrative Fund for Coalition dues. K. Pierce seconded the motion. The allocation of \$4,350 for Coalition dues from the Administrative Fund was approved unanimously 6-0-0 (Weinstein-yes; Cavanaugh-yes; Gardner-Westcott-yes; Montague-yes; Pierce-yes; Stotz-yes).

**Grout Heard House**

G. Schuler explained that the Wayland Historical Society and Museum received one bid at \$20,000 for a structural analysis of the Grout Heard House. The CPC previously voted to approve allocating \$17,500 from the Administrative Fund for a structural analysis; G. Schuler is requesting an additional \$2,500. In addition, to complete the analysis, removal of the insulation is required to expose the structure at a cost of \$1,200. G. Schuler explained that an additional \$5,000 may be needed to complete a site plan, though the Town may be able to prepare the plan. Following discussion, CPC members agreed on approving \$3,700 for the structural analysis and insulation removal. If an additional \$5,000 is needed, G. Schuler will request at a future CPC meeting. I. Montague made a motion to approve an additional \$2,500 for the structural analysis and \$1,200 for removal of insulation from the Administrative Fund. D. Stotz seconded the motion. The allocation of \$3,700 for the structural analysis and insulation removal from the Administrative Fund was approved 5-0-1 (Weinstein-yes; Cavanaugh-yes; Gardner-Westcott-abstain; Montague-yes; Pierce-yes; Stotz-yes).

**New Project Applications**

S. Weinstein confirmed that Community Preservation Act applications for 2024 Annual Town Meeting have been circulated to boards, departments, local newspapers. Applications are due by November 30, 2023.

**Next meeting**

December 14, 2023

**Adjournment**

M. Cavanaugh made a motion to adjourn the meeting. K. Pierce seconded the motion. The motion passed unanimously, 6-0-0 (Weinstein – yes; Cavanaugh-yes; Gardner-Westcott-yes; Montague-yes; Pierce-yes; Stotz-yes).

The meeting was adjourned at 6:25 p.m.

Respectfully submitted,

Maureen A. Cavanaugh