

WAYLAND BOARD OF PUBLIC WORKS

DPW Facility
66 River Road
Wayland, MA 01778
February 14, 2017

MEETING MINUTES

Present: C. Brown (Chair), M. Lowery (Vice Chair), W. Baston, J. Mishara, M. Wegerbauer, T. Holder (DPW Director)

Meeting opened at 7:00 PM

Brown announced that the meeting is being recorded.

Brown asked for public comment – there was none.

Discussion and Possible Votes on DPW and DPW-Related ATM Articles

Baston discussed a recent meeting with the Board of Selectmen concerning the ATM Article to authorize the acquisition of an access and utility easement at 89 Stonebridge Road.

Lowery discussed the status of the ATM Article for Transfer Station Access Road improvements.

Brown noted that maps are still need to be submitted for inclusion in the ATM Warrant Book for both articles.

Lowery discussed a recent redraft of the article that separates the project into sections, with funding sought to construct 2/3 of the original project.

Lowery noted that both the Board of Selectmen and the Finance Committee voted in support of the article.

Holder expressed his desire to speak with the Conservation Commission to seek the preservation of the salt shed that had previously been slated for removal.

Mishara suggested that the language of the DEP ruling be clarified within the Finance Committee Comments of the article.

Brown made a motion to accept the language for the ATM Article for Transfer Station Access Road Improvements, with suggested clarification and typographical errors corrected.

Mishara 2nd, all in favor.

Brown made a motion to reaffirm the Board's vote for the ATM Article to authorize the acquisition of an access and utility easement at 89 Stonebridge Road.

Mishara 2nd, all in favor.

Items Distributed for Discussion

- Draft Transfer Station Access Road Improvements Article

Discussion and Vote on Support for Oxbow Meadows Field Development

Wegerbauer made a motion to support the Oxbow Meadows Field Development article.

Lowery noted that the Finance Committee's comments should specify that the Board of Public Works are the custodians of the land.

Holder discussed the level of maintenance that will fall on the DPW following the site's development.

Wegerbauer noted that a comment should be added to the Finance Committee comments in the article allocating funds for the maintenance of the site.

The Board determined that language should be added to the Finance Committee comments that there is an expectation that maintenance will be performed by the DPW with funding facilitated through the MOU process.

Mishara 2nd, all in favor.

Items Included in the Packet for Discussion

- Draft Appropriate Funds to Construct Athletic Field at Oxbow Meadows Article

Review and Possible Board Vote on the Planning Board's ATM Article to Accept Dylan's Circle, Spencer Circle, & Summer Lane

Holder discussed his recent meeting with Town Counsel concerning street acceptance, noting that Town Counsel's recommendation is that the Board vote the three streets separately.

Holder noted that the bounds and as-builts have been obtained for all three roads.

Holder noted that some bond funds remain for Dylan's Circle and Summer Lane.

Holder discussed issues with utilities on Dylan's Circle, which can be remedied either by the utility company or by utilizing the remaining bond funds.

Lowery made a motion that the Board of Public Works vote to layout Dylan's Circle, as presented in the as-built plans dated 12/15/2016, provided that a stamped as-built plan is received prior to Town Meeting.

Wegerbauer 2nd, all in favor.

Lowery made a motion that the Board of Public Works vote to layout Summer Lane, based on the stamped as-built plan dated 7/13/2013.

Mishara 2nd, all in favor.

Lowery discussed the status of Spencer Circle, noting that a specific punch list item concerning the drainage was never completed by the developer.

Holder noted that the DPW is unable to access the drainage gallery in question to evaluate or maintain it.

Holder noted that the road is also in need of approximately \$32,000 in repairs to bring up to Town standards.

Mishara urged that further investigation occur to determine the viability of accepting Spencer Circle.

Brown made a motion that the Board of Public Works vote to layout Spencer Circle, as laid out in the stamped as-built plan dated 10/25/2004.

Lowery 2nd.

Lowery noted that he feels the road cannot be accepted due to the existing drainage issues identified by the DPW.

Board Vote: 0-5 (motion failed)

The Board suggested that a punch list for Spencer Circle be created by the DPW to inform the residents of Spencer Circle what needs to be addressed prior to the street's acceptance.

Items Included in the Packet for Discussion

- Dylan's Circle As-Built Plan
- Spencer Circle As-Built Plan
- Summer Lane As-Built Plan

Items Distributed for Discussion

- Photos of Summer Lane

Discussion and Board Vote Concerning Petitioner's ATM Article for Plastic Bag Reduction Bylaw

Paul Dale of 12 Grace Road appeared before the Board to discuss the ATM Article for a plastic bag reduction bylaw.

Mishara asked Dale how he envisions the enforcement aspect of the bylaw.

Dale replied that site inspections are not needed; the bylaw is generally citizen-enforced, relying on feedback from citizens.

Mishara asked Dale how businesses have been notified when similar bylaws have been enacted in other towns.

Dale noted that towns typically send out a letter or rely on volunteers to inform local businesses.

Dale added that the volunteer group Transition Wayland would educate local merchants of a new bylaw if needed.

Brown asked if a dollar value has been attached to the article.

Dale noted that the implementation costs are minimal, involving postage and duplicating costs, and an amount of \$1000 has been attached to the article base on the recommendation of the Town Administrator.

Dale noted that the Board of Selectmen voted 4-0 to endorse the article.

Lowery suggested that the language concerning the enforcement of the bylaw should be amended to say it is the responsibility of the Board of Public Works *or its designee*.

Holder expressed his concern that the DPW's role as the enforcement arm of the bylaw goes beyond the scope of the department's jurisdiction.

Lowery added that he is personally willing to fulfill the Board's enforcement role if requested.

Wegerbauer noted he feels the enforcement should fall on the Board of Selectmen, or their designee, rather than the Board of Public Works.

Mishara drafted an addition to the definitions in the bylaw, adding *2.7 Board of Public Works means the Board of Public Works, Department of Public Works, or their respective designee(s)*.

Lowery made a motion that the Board vote to endorse the ATM Article Plastic Bag Reduction Bylaw at Town Meeting as amended.

Mishara 2nd.

Brown expressed his concern for the negative impact this article may have on businesses, and as such noted that he cannot personally support the article.

Wegerbauer made a motion to amend the article, replacing the Board of Public Works with the Board of Selectmen.

Baston 2nd.

Amendment Vote: Baston and Wegerbauer in favor. Lowery, Brown, and Mishara against.
(amendment failed)

Original Motion Vote: Mishara and Lowery in favor. Brown, Wegerbauer, and Baston against.
(motion failed)

Items Included in the Packet for Discussion

- Draft Plastic Bag Reduction Bylaw Article

Items Distributed for Discussion

- Plastic Bag Reduction Bylaw PowerPoint Presentation

Review of Draft WRAP Report

The Board discussed the status of the WRAP Report.

Lowery suggested the addition of a line to identify a lay-down area as well as the construction of a second water tank.

Items Included in the Packet for Discussion

- 4/28/2016 Draft WRAP Report

DPW Director's Financial Report

Holder discussed the status of the DPW Budget Report.

Holder noted the snow budget is currently in a deficit and a current-year transfer will be sought.

Items Included in the Packet for Discussion

- 2/10/2017 DPW Budget Summary

Items Distributed for Discussion

- 2/14/2017 Snow Budget Detail

Discussion and Review of Transfer Station Usage Fees

Holder discussed the status of the Transfer Station budget, noting that current-year spending is on track to exceed the \$550,000 spending cap.

The Board reviewed a comparison of fees associated with the collection of specific items in surrounding towns.

Holder discussed the potential creation of an additional full-time Transfer Station employee.

Items Included in the Packet for Discussion

- 2/10/2017 Transfer Station budget Summary

- Transfer Station Disposal Fee Comparison

- Transfer Station Proposed FY18 Budget

Board Members' Reports, Concerns, and Updates

Mishara asked about the status of the installation of traffic signals at Five Paths Intersection.

Lowery requested that Holder express the Board's dismay for the lack of project updates provided by TEC.

Wegerbauer asked if Mill Pond is safe to skate on.

DPW Senior Foreman Joe Doucette noted that the Recreation Department has not yet requested the DPW to check the ice.

Wegerbauer asked about the status of the temporary ice rinks that were used in the past.

Doucette noted that the rinks would need significant repairs prior to being used, noting that in the past they required a large amount of DPW resources and water to maintain.

Baston asked if the DPW has begun storing snow at the Town Beach parking lot.

Doucette replied that snow storage at the Town Beach parking lot began yesterday.

Baston described his recent ride-a-long in a snow plow during the storm event.

Review and Approve the Minutes of the 1/31/2017 Meeting

Lowery requested an amendment be made to his comment on page 5.

Baston noted a typographical correction to be made to page 6.

Brown made a motion to approve the minutes of the 1/31/2017 meeting as amended.

Wegerbauer 2nd, all in favor.

Items Included in the Packet for Discussion
- 1/31/2017 BOPW Meeting minutes Draft

Mishara made a motion to adjourn.

Lowery 2nd, all in favor.

Meeting adjourned at 9:36 PM.

Respectfully submitted,
Daniel Cabral
DPW Office Coordinator-Administrator