

# WAYLAND BOARD OF PUBLIC WORKS

DPW Facility  
66 River Road  
Wayland, MA 01778  
February 28, 2017

## MEETING MINUTES

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

Absent: C. Brown

Meeting opened at 7:00 PM

Lowery announced that the meeting is being recorded.

Lowery asked for public comment.

### **Public Comment**

Molly Upton of 23 Bayfield Road appeared before the Board to express her concern about the new traffic lights to be installed at 150 Main Street, noting that the functionality of the emergency vehicle override should be a priority.

### **Water Abatement Request – 56 Draper Road**

Jonathan Greene of 56 Draper Road appeared before the Board to discuss his request for abatement.

Wegerbauer asked if they recently moved to the residence.

Greene replied that they had moved into 56 Draper Road in August 2015.

Lowery urged that, as a practice, new homeowners should be provided with a copy of the irrigation policy.

Lowery explained the method the Board uses to calculate abatements.

Lowery suggested that a more beneficial abatement be considered since the homeowner was not a resident when the mailing concerning the Board's irrigation policy was circulated.

Wegerbauer made a motion to abate the 12/23/2016 invoice down to 10,000 units, waiving all interest and late fees.

Mishara 2<sup>nd</sup>, all in favor.

*Items Included in the Packet for Discussion*  
*- 01-05-2017 Request for water abatement*

**Discussion on the Status of Off-Site Mitigation Relating to 150 Main Street Project**

Holder provided background on the nature of the off-site mitigation specified in the 2013 Planning Board Decision.

Kevin Dandrade of TEC appeared before the Board to discuss his recent review of the project.

Lowery noted that the Town's emergency services should have the opportunity to review and comment on the intersection plans.

Holder noted that the Fire and Police Chiefs will be included in the plan review.

Jesse Adelman of 9 Linn Lane, and developer of the project, appeared before the Board to discuss the proposed improvements to the intersection.

Wegerbauer asked if there are any issues with water mains to be addressed.

Millette noted that the water mains in the area were recently replaced.

Lowery noted that it is the sense of the Board that Holder should continue to work with the developer and Planning Board to develop the plans for the intersection.

*Items Included in the Packet for Discussion*  
*- Short-term and long-term intersection concepts*

**Vote Order of Layout for Dylan's Circle and Summer Lane**

Lowery discussed the procedure for accepting roads.

Lowery made a motion that the Board of Public Works, as Road Commissioners, vote its intention to lay out Dylan's Circle as a public way, all as shown on a plan entitled "As-Built Plan Dylan Circle" dated December 6, 2016, prepared by Douglas Andrysick, and on file with the Town Clerk, and to forward this vote and the plan to the Planning Board for its comments and recommendations pursuant to G.L. c. 41, §§81G and 81I, superseding the previous Board vote.

Wegerbauer 2<sup>nd</sup>, all in favor.

Lowery reviewed the Order of Layout for Dylan's Circle for signature by Board members.

Lowery made a motion that the Board signs and accepts the Order of Layout of Dylan's Circle for submittal to the Town Clerk.

Wegerbauer 2<sup>nd</sup>, all in favor.

Lowery made a motion that the Board of Public Works, as Road Commissioners, vote its intention to lay out Summer Lane as a public way, all as shown on a plan entitled “As-Built Plan Summer Lane” dated July 13, 2013, prepared by John R. Hamel, and on file with the Town Clerk, and to forward this vote and the plan to the Planning Board for its comments and recommendations pursuant to G.L. c. 41, §§81G and 81I, superseding the previous Board vote.

Lowery reviewed the Order of Layout for Summer Lane for signature by Board members.

Lowery made a motion that the Board signs and accepts the Order of Layout of Summer Lane for submittal to the Town Clerk.

Wegerbauer 2<sup>nd</sup>, all in favor.

***Items Included in the Packet for Discussion***

- Steps to lay out road as public way
- 2017-02-17 email from Nan Balmer to Mike Lowery re: Street Acceptance
- Order of Layout of Dylan’s Circle
- Order of Layout of Summer Lane

**Discussion of Use of Old Dump Site (South of Rt. 20) for Lay Down Area and Possible Bus Parking**

Lowery noted that TEC completed a report indicating the challenges of using the land for bus parking, and that the School Department is no longer considering the site for bus parking.

Holder noted that the TEC evaluation considered using the area both as bus parking and as a laydown area, and that it was the recommendation that it would be cost prohibitive to develop the land for either.

Lowery discussed the status of the land and suggested that further input be sought from those who have experience repurposing landfills.

Dandrade discussed the nature of the research TEC did concerning the area.

Lowery made a motion that Holder request proposals from qualified engineering firms to examine the viability of repurposing the old dump site as a lay down area.

Wegerbauer 2<sup>nd</sup>, all in favor.

**Update of Water Enterprise Fund Analysis**

David Fox of Raftelis Financial appeared before the Board to provide an update on the water enterprise fund analysis.

Wegerbauer noted that, in his opinion, the current rate structure does not need a dramatic overhaul.

Fox discussed the five water rate options noted the draft.

Mishara asked how other Towns bill municipal water usage.

Fox replied that Towns generally either do not charge municipal users or they charge based on the commercial rate.

Lowery noted that a strategy for how to bill large multi-unit residential developments will likely be necessary in the future.

The Board discussed the current status of the Water Enterprise Fund reserve fund balance.

Lowery asked what the next step in the analysis is.

Fox replied that he would like the Board's guidance concerning how the Board would prefer to finance the Water Division capital plan.

Fox noted that he will provide a written summary of the Board's comments and will construct an updated financial model that could be manipulated for different water rate tier structures.

The Board determined that the Water Capital plan should be examined at the next meeting, with a further look at the water rates structure scheduled for the meeting after.

***Items Included in the Packet for Discussion***

*- 2/23/2017 Draft Financial Planning Model*

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

Lowery noted that slides for Town Meeting presentation need to be submitted no later than three days prior to Town Meeting.

The Board discussed strategy concerning presentation of articles at Town Meeting.

The Board discussed whether the Board would take a position opposing the article banning plastic bags if the Board of Public Works is named as the enforcement agent in the proposed bylaw.

Wegerbauer made a motion that the Board of Public Works would amend the article language on Town meeting floor to change the enforcement agent from the Board of Public Works to the Board of Selectmen or its designee if necessary.

Baston 2<sup>nd</sup>.

Wegerbauer, Mishara, Baston in favor. Lowery opposed.

Lowery noted the he would inform the Selectmen of the Board's intention.

## **DPW Director's Operational Report**

The Board reviewed the DPW Director's Operational Report.

Holder discussed the status of private roads in Town, and noted there are several roads that should be evaluated.

*Items Included in the Packet for Discussion*  
*- 2/28/2017 DPW Director's Report*

## **Board Members' Reports, Concerns, and Updates**

Baston reviewed the Weekly Buzz submission.

Baston asked about the status of 107 Old Sudbury.

Holder discussed the process of preparing the house for demolition.

Baston noted that the Depot Parking lot needs to be graded.

Lowery asked about the status of gathering the access agreement or easements to maintain the library drainage.

Holder replied that KP Law's recommendation is that the DPW only needs a license agreement, not an easement.

The Board determined that meetings in March would occur on 3/14/17 and 3/29/17.

Lowery noted that the League of Women's Voters will be hosting an article night, and are seeking a representative for the Transfer Station Access Road Article.

The Board determined Lowery would attend on behalf of the Board.

## **Review and Approve the Minutes of the 2/14/2017 Meeting**

Mishara made a motion to accept the meeting minutes of the 2/14/17 meeting as presented.

Baston 2<sup>nd</sup>, all in favor.

*Items Included in the Packet for Discussion*  
*- 2/14/2017 BOPW Meeting minutes Draft*  
Wegerbauer made a motion to adjourn.

Baston 2<sup>nd</sup>, all in favor.

Meeting adjourned at 9:36 PM.

Respectfully submitted,  
Daniel Cabral  
DPW Office Coordinator-Administrator