

# WAYLAND BOARD OF PUBLIC WORKS

DPW Facility  
66 River Road  
Wayland, MA 01778  
March 21, 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.

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

Town Planner Sarkis Sarkisian and Planning Board Chair Daniel Hill appeared before the Board to discuss the status of the 150 Main Street Project.

Lowery provided copies of letters that several residents sent in opposition of the installation of traffic light mast arms at the intersection of Route 27 and Plain Street.

Gretchen Dresens of 155 Main Street appeared before the Board to discuss her opposition to the installation of traffic light mast arms at the intersection of Route 27 and Plain Street.

Molly Upton of 23 Bayfield Road appeared before the Board to note that TEC appeared at the last Board of Public Works meeting as representative of the contractor.

Holder clarified that TEC was representing the Town at the last Board of Public Works meeting.

Kevin Courchine of 15 Mitchell Street appeared before the Board to request that any reasonable steps to allow for the more efficient flow of traffic through the intersection be considered.

Holder discussed the 2013 Planning Board Decision, noting that mast arms are not currently under consideration and there are no plans to differ from the decision.

Baston asked if mast arms will be installed during the MassDOT reconstruction of the intersection of Route 27 and Route 30.

Holder noted that he was unsure and would have to consult the plans.

Lowery noted that he has asked the Police to compile accident data from the intersection of Route 27 and Plain Street.

Nancy Leifer of 73 East Plain Street appeared before the Board to note that she had found this discussion reassuring, and asked if the police could compare accident data between the intersection of Rout 27 and Plain Street with the intersection of Route 20 and Route 27.

Dresens noted that mast arms were not installed during the recent reconstruction of the intersection at the intersection of West Plain and Old Connecticut Path.

Judy Courchine of 15 Mitchell Street appeared before the Board to ask about the flow of traffic exiting the parking lot of the CVS lot.

Jesse Adelman of 9 Linn Lane, and speaking on behalf of the developer of 150 Main, noted that the plans allow for turns in both directions exiting the lot.

Adelman asked if the final intersection plans would need Board approval or could be approved on the Departmental level.

Lowery noted that although communication with the Board is expected, the plans could be approved by the Director.

***Items Distributed for Discussion***

- 1/15/2013 TEC Traffic Engineering Peer Review #2 – 150 Main Street LLC
- 3/19/2017 Letter from Paul and Gretchen Dresens opposing installation of mast arms at Route 27 and Plain Street
- 3/20/2017 Letter from Sergio Alvarado opposing installation of mast arms at Route 27 and Plain Street
- 3/20/2017 Letter from Sheila Carel opposing installation of mast arms at Route 27 and Plain Street
- 3/20/2017 Letter from Pam Grant opposing installation of mast arms at Route 27 and Plain Street
- 3/20/2017 Letter from Tim Hanlon opposing installation of mast arms at Route 27 and Plain Street
- 3/20/2017 Letter from Arlene Schuler opposing installation of mast arms at Route 27 and Plain Street
- 3/21/2017 Letter from Alice Boelter opposing installation of mast arms at Route 27 and Plain Street
- 3/21/2017 Letter from Debbie Collett opposing installation of mast arms at Route 27 and Plain Street
- 3/21/2017 Letter from Nancy Leifer opposing installation of mast arms at Route 27 and Plain Street
- 3/21/2017 Letter from Gail Shapiro opposing installation of mast arms at Route 27 and Plain Street

**Discussion and Review of Water Enterprise Fund Analysis / Water Enterprise Capital Plan**

Lowery noted that he had anticipated receiving a capital plan summary from David Fox of Raftelis Financial, which was not provided.

Holder replied that it was his understanding that Fox would be providing more information at a future Board meeting following the Board's review of the Water Enterprise Capital Plan.

Lowery noted that the Board asked Fox for his recommendation on how to charge Municipal water users.

Wegerbauer requested that Fox provide a rate model to Board members as soon as possible to allow for comprehensive review.

The Board discussed the Water Enterprise long-term capital plan as well as potential funding for capital projects.

Wegerbauer noted that in the past the Board's objective was to return surplus retained earnings to rate payers in the form of an administrative fee reduction.

Lowery requested that a spreadsheet showing all potential capital projects illustrating the borrowing implications of the projects.

Holder discussed the work necessary for the demolition of the house at 107 Old Sudbury Road, and asked if retained earnings could be used to fund the expenses.

Lowery noted that the possibility of getting a grant to fund the demolition of the house.

Lowery requested that Fox provide a rate model the week of April 4, meet with the Board on April 11, and schedule a rate hearing on April 25, and rate setting in May.

Wegerbauer requested that a 10-year capital plan be developed with an annual target spending amount of \$700,000.

Lowery noted that in his opinion \$700k is a realistic funding level for water main replacement.

Holder expressed his desire to have Fox meet with Finance Director Brian Keveny to discuss the status of the Water Enterprise Fund.

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

*- Tata & Howard Capital Efficiency Plan Executive Summary*

*- Water Division 'Real-World' Capital Plan*

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

Lowery and Baston noted that they have submitted slides for presentation at Town Meeting.

The Board discussed strategy pertaining to the presentation of Town Meeting articles.

Lowery noted that the Plastic Bag Reduction Bylaw would need to be amended on Town meeting floor to remove the Board of Public Works as the enforcement agent.

Mishara suggested that a discussion with the Board of Selectmen occur signaling the Board of Public Work's intent.

**Library Drainage Project Update**

Lowery discussed the funding shortfall in the Library Drainage Project.

Lowery noted that, in his opinion, the Board does not need to take any action on this.

Lowery asked about the status of gaining access rights to the drainage system.

Holder noted that he does not believe he will need access to the Verizon Property, but will need access agreements to the other parcels.

Baston felt that access to the Verizon property was necessary and would work with Holder?

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

*- 2017-03-06 – Library Drainage Project Update from John Moynihan*

**Discussion of Transfer Station Usage Fees and Rates**

Lowery discussed comparable pay-as-you-throw costs amongst surrounding towns.

The Board discussed transfer Station rates of comparable towns and individual item charges.

Holder discussed the ongoing process of seeking of expanding the vacant Transfer Station part-time position with a full-time position.

Lowery asked how the transfer Station spending cap is set and who is responsible for setting it.

Lowery asked if the Board would like to set rates for the Transfer Station tonight.

Mishara made a motion to keep the Transfer Station rate fee structure unchanged in its entirety.

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

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

*- Transfer Station Town-by-Town Cost Comparison*

*- Transfer Station FY18 Proposed Budget*

*- 3/10/17 Transfer Station Budget Report*

**Five Paths Signal Update**

Holder discussed the status of the intersection, noting the lights are up, functioning, and the video loops are active.

Holder discussed outstanding change orders with the project with the Board.

**DPW Director's Financial Report**

The Board reviewed the DPW Financial Report.

Holder discussed the status of MS4 stormwater permitting, noting that the permit takes effect on July 1, 2017.

Holder noted that Wayland does not have a budget to account for the permit, and suggested to Town Administrator Nan Balmer the a budget of \$30,000 be established to get the project started.

*Items Included in the Packet for Discussion*  
*- 3/10/17 DPW Budget Summary*

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

Baston noted that if irrigation is banned outright, it may impact the Water Enterprise Fund income.

Baston requested the pumped water volume per month for the last 10 years.

Wegerbauer asked if the DPW distributes mosquito control pellets.

Senior Foreman Joe Doucette noted that the DPW did it approximately 10 years ago, but it is now handled by the Health Department.

Wegerbauer suggested that the DPW coordinate with the Health Department to determine when the pellets should be deployed.

Lowery discussed the status of the stone pillars at Castle Gate, noting that they are in need of repair.

Lowery suggested that Baston, Lowery, and Holder collaborate to assess the cost of restoration and explore the possibility of funding the expense through the CPC.

Lowery asked about the status of assessing the use of the old landfill on the south side of Route 20.

Holder replied that he has contacted an engineer, but has not yet gotten a response.

Lowery asked if a Notice of Intent has been obtained for the interim laydown area.

Holder noted that he will consult with the Conservation Department to hire a contractor to draft an NOI.

Lowery noted that the Historical Commission wants to put a bench on the property of the Town Building, and advised the Commission to discuss the possible installation with Holder.

Lowery asked about the status of the DEP Water Withdrawal Permit.

**Review and Approve the Minutes of the 2/28/2017 Meeting**

Mishara made a motion to approve the minutes as presented.

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

*Items Included in the Packet for Discussion*  
*- 2/28/2017 BOPW Meeting minutes Draft*

Baston made a motion to adjourn.

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

Meeting adjourned at 9:24 PM.

Respectfully submitted,  
Daniel Cabral  
DPW Office Coordinator-Administrator