

# WAYLAND BOARD OF PUBLIC WORKS

DPW Facility  
66 River Road  
Wayland, MA 01778  
May 23, 2017

## MEETING MINUTES

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

Meeting opened at 7:00 PM

Baston announced that the meeting is being recorded.

Baston reviewed the agenda.

Baston asked for public comment.

Holder introduced newly-hired Town Engineer Paul Brinkman.

### **Public Comment**

Molly Upton of 23 Bayfield Road appeared before the Board regarding the plans for 150 Main Street.

### **Irrigation Application Review – 51 Maiden Lane**

Anthony Antico of AJ Antico Co., Inc. appeared before the Board to discuss the irrigation application for 51 Maiden Lane.

Baston noted that it was his understanding that the system was installed prior to the filing of an application.

Antico confirmed that it was, and noted that he had been unaware of the irrigation application process.

Water Superintendent Don Millette clarified that there are updated plans for the irrigation system that were not included in the packet.

Lowery requested to know what the setback from the street is.

Wegerbauer urged the Department to confirm that the system that has been installed matches the most current plans.

Baston noted that a review of the application will be postponed to the next meeting, pending the presentation of the most recent plans for the irrigation system.

*Items Distributed for Discussion*  
*- 51 Maiden Lane Irrigation Application*

### **Water Rate Discussion with David Fox**

Baston noted that Fox was unable to attend the meeting.

Lowery described previous review meetings that have occurred with Fox.

Lowery noted that the financial model must be provided to the Board prior to the next meeting.

Lowery discussed the potential enacting of a municipal rate structure with members of the Finance Committee in attendance.

Carol Martin and George Uveges, members of the Finance Committee, requested that they be provided a copy of Fox's financial model.

The Board discussed the desired level of retained earnings and Town borrowing strategy with Martin and Uveges.

### **Review of Recent WWMDC Oversight Meeting**

Baston described a recent meeting regarding the Waste Water Management District Commission (WWMDC) with himself, Holder, Town Administrator Nan Balmer, Assistant Town Administrator John Senchyshyn, WWMDC Chair Fred Knight, and WWMDC Administrator Jane Capasso.

Baston asked if Holder was able to obtain the as-built plans for the waste water system from Weston and Sampson.

Holder noted that he has, and has given them to Brinkman for review.

Holder discussed different strategies to potentially map the Town waste water system.

*Items Included in the Packet for Discussion*  
*- 5/10/2017 Email from Fred Knight re: Input mtg on ranked activities*

### **Update on Status of Spencer Circle**

Holder described the current status and configuration of the storm water management system on Spencer Circle, noting the difficulty in bringing the system up to modern standards.

Holder noted that Town Counsel has indicated that the Town is not obligated to accept Spencer Circle as-is.

Lowery noted that a solution to this issue needs to be determined and presented to the homeowner.

Mishara noted that when the homeowner appeared before the Board, he indicated his willingness to grant the Town an easement to the storm water system.

Wegerbauer added that the homeowner's stipulation to the easement required the DPW to restore his property to its previous condition should access to the storm water system be necessary.

Holder noted that the road within the right-of-way could be accepted, and a homeowner's association could be formed to accept the responsibility of the storm water system.

Lowery noted that the Planning Board should not release a developer's bond until the Board of Public Works has accepted a road.

Baston noted that he and Lowery will draft a letter to the Planning Board, for review at the next meeting.

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

*- 4/25/2017 Letter from Schultz & Company to the Town Planner re: Spencer Circle – Taking as a Public Way*

**DPW Director's Operational Report**

Holder reviewed the operational report and discussed the recent DPW Open House.

Holder discussed current road paving projects and coordination with National Grid gas utility work.

Holder noted that Lynch Tree is donating their equipment and time to finish hanging the flags in preparation for Memorial Day, as the DPW bucket truck is currently out of service.

Abdella asked what the minimum number of Transfer Station stickers need to be sold for the Transfer Station to be financially viable.

Wegerbauer noted that the target has been approximately 2000 sticker sales in the past.

Wegerbauer asked for an update on the status of the Parkland and Charles intersection.

DPW Park and Highway Superintendent Joe Doucette noted that the materials have been ordered to allow the project to continue.

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

*- 5/23/2017 DPW Director's Operational Report*

## **Board Member's Reports, Concerns, and Updates**

Wegerbauer requested that a discussion of conducting an MWRA Connection Study be placed on the action item list.

Brinkman added that he is very familiar with the MWRA connection process.

Wegerbauer asked if the Stonebridge access road has been started.

Holder noted that the easement is being recorded and bidding for the construction of the project is slated to occur within a month.

Holder added he will follow up on the status of the easement.

Wegerbauer asked that a review of the abatement policy be added to the action item list.

Mishara asked for an update on the status of construction at the intersection of Route 27 and Route 30.

Holder noted that the project is on schedule and the Town is in regular contact with the State through TEC.

Lowery discussed the rain barrels being offered for sale by the Water Division.

Wegerbauer requested that Holder contact Health Director Julia Junghanns to confirm that the rain barrels will not create a mosquito problem.

Lowery asked if a discussion has occurred with Wayland Country Club regarding material storage near Baldwin Pond has occurred.

Holder replied that he will follow up with Millette.

Lowery asked if any work has been done to stabilize the Castle Gate pillars.

Doucette noted that an unknown person has appeared to have made repairs to the pillars.

Doucette noted that a resident appears to have done masonry work prior to the DPW's work.

Holder noted that he will attempt to locate a contractor who can make permanent repairs to the pillars.

Lowery asked about the status of permitting the triangular lay-down area.

Holder noted that the contracted scientist is currently delineating the wetland area.

Lowery asked about the status of studying the Route 20 South Landfill site for use as a laydown area.

Holder noted that he is meeting with Weston & Sampson tomorrow to discuss the study.

Holder described the scope of services the School Department is seeking to add to the study regarding school bus parking.

Baston clarified that the potential use of the area as a lay-down area is of primary importance.

The Board determined that the request to incorporate the needs of the School Department into the Weston and Sampson study be discussed at the next meeting.

Lowery noted that the Historical Commission has found an archeological investigator to examine 107 Old Sudbury prior to demolition.

Lowery noted that due to its proximity to the Baldwin Pond Wells, it was brought to his attention that 24 Glezen Lane is currently for sale.

Baston noted that the Board should begin considering potential articles for Fall Town Meeting.

Lowery noted that changes to sign or water bylaws could be considered.

Baston suggested that Town Counsel and the Town insurance provider should be consulted concerning clarification of the policy for the maintenance of private road.

The Board noted that June's meeting will occur on 6/13/17 and 6/27/17.

***Items Distributed for Discussion***

- 5/23/2017 Action Item List

- Scope of Services from School Department re: School Bus Parking Feasibility Study

**Topics Not Reasonably Anticipated by the Chair 48 Hours Prior to Posting**

Molly Upton of 23 Bayfield Road appeared before the Board to discuss the plans for 150 Main Street, noting design changes to the parking lot.

Lowery noted that the Board's interest is in the right-of-way, and it should be asserted that nothing will be placed in the right-of-way without approval.

Lowery suggested that the Board request Holder to determine if there are any issues of concern.

Holder noted that he will discuss further with Building Inspector Jeff Larson.

**Review and Approve the Minutes of the 5/9/2017 Meeting**

Abdella noted typographical corrections on pages 3 and 5.

Abdella made a motion to approve the minutes of the 5/9/17 meeting as amended.

Wegerbauer 2<sup>nd</sup>. Abdella, Baston, Wegerbauer in favor. Lowery and Mishara abstain.

*Items Included in the Packet for Discussion*

*- 5/9/2017 BOPW Meeting minutes Draft*

**Executive Session to Discuss the Potential Release of the Unreleased Executive Session Minutes of the 9/8/15, 10/7/15, 1/12/16, 2/9/16, 3/8/16, 3/22/16, 5/17/16, 8/8/16, 9/13/16, and 12/20/16 Meetings**

Baston made a motion that the Board of Public Works enter into executive session pursuant to Massachusetts General Laws Chapter 30A, Section 21(a)(3) to discuss the potential release of the executive session minutes of the 9/8/15, 10/7/15, 1/12/16, 2/9/16, 3/8/16, 3/22/16, 5/17/16, 8/8/16, 9/13/16, and 12/20/16 Meetings

Wegerbauer 2<sup>nd</sup>.

Roll Call Vote: Abdella – aye, Lowery – aye, Baston – aye, Mishara – aye, Wegerbauer – aye.

[Wegerbauer departed at 9:14 PM]

Baston invited attendance by DPW employees Daniel Cabral and Joe Doucette.

Baston noted that the Board will reconvene in open session in approximately seven minutes for the purpose of adjourning.

The Board entered into executive session at 9:14 PM

The Board reconvened in open session at 9:21PM

Mishara made a motion to adjourn.

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

Meeting adjourned at 9:22 PM.

Respectfully submitted,  
Daniel Cabral  
DPW Office Coordinator-Administrator