

# WAYLAND BOARD OF PUBLIC WORKS

DPW Facility  
66 River Road  
Wayland, MA 01778  
July 25, 2017

## MEETING MINUTES

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

Absent: M. Wegerbauer

DPW Staff in Attendance: Daniel Cabral (Office Coordinator-Administrator), Joe Doucette (DPW Superintendent)

Meeting opened at 7:00 PM

Baston announced that the meeting is being recorded.

Baston reviewed the agenda.

Baston asked for public comment.

### **Public Comment**

Stanley Robinson of 9 Wheelock Road expressed his concern for having a device installed in his house involving the use of cell phone frequency and expressed his concern for the potential invasion of his privacy.

Diana Warren of Sudbury noted that wireless meters are not currently evaluated for health risks by the FCC.

### **Discussion of Remote-Read Meter Features**

The Board reviewed the summary of advanced meter read systems options, ranking the importance of criteria in categories of project goals, billing and billing interface, cost analysis, customer accessibility, reporting capability, communications, operational features, software, water meter infrastructure, request for proposal, and deployment.

The Board discussed the potential commission of an in-depth analysis of the meter replacement program.

Holder suggested that Tata & Howard be asked for a quote on preparing an in-depth analysis.

Lowery noted that he would be more comfortable with Weston & Sampson preparing the report.

Holder responded to Lowery's concerns, noting that Tata & Howard has been involved with the Town's pursuit of a remote-read meter system.

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

*- Summary of Advanced Meter Reading System desired features*

**Discussion of Board Policy Concerning the Maintenance of Private Roads**

Lowery noted that the Town already has an existing bylaw on the maintenance of private roads.

Holder discussed the current bylaw, noting that the bylaw stipulates that the road must be open to the public.

Holder described private dead-end roads that he feels the Town should no longer plow.

Abdella asked if the Assessors give any tax adjustment for residences on private roads.

The Board discussed the status of various private roads within Town and the level of plowing and maintenance that the Town provides.

Holder noted that he was going to approach Town Counsel to gain their definition on what defines a road as open to public use.

Lowery noted that state regulations grant authority to the Board of Selectmen the authorize the plowing of private ways.

***Items Distributed for Review***

*- Town Bylaw Chapter 158-13: Temporary repairs to private ways*

*- 7/25/17 Private Roads List*

**Board Vote on the Effective Date of the New Water Rates**

Mishara made a motion to make the water rates voted on at the 7/12/2017 meeting effective 7/1/2017.

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

**DPW Director's Operational Report**

The Board reviewed the DPW Director's Operational Report.

Lowery asked that the Transfer Station Sticker data be expressed in a tabular format in the future.

Lowery asked if the wells were in any danger due to the issues of the High School wastewater treatment plant.

Holder replied that the wells were not in danger, as the tanks were pumped as-needed while the plant was off-line.

Lowery noted that in the past he had been denied access to certain layers in the Town GIS system accessible only by staff.

Lowery asked for clarification on access control to Town GIS layers.

Holder noted that due to security concerns, he prefers to not release the GIS layers for the water system, but would further investigate the issue.

Abdella suggested that as special municipal employees, board members could perhaps be granted access to the data.

*Items Included in the Packet for Discussion  
- 7/25/2017 DPW Director's Operational Report*

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

Mishara asked about the status of work on the intersection of Routes 27 and 30.

Holder replied that MassDOT is still facilitating moving the utilities over to the new poles.

Lowery noted that he recently had a conversation with Selectman Doug Levine regarding drafting an updated sign right-of-way policy.

Lowery asked about the status of clearing out the stream in the library drainage project.

Baston noted that it is scheduled to be cleaned out to control mosquitos in September.

Lowery asked about the status of connecting the drainage system in the library parking lot.

Holder noted that a design has been drafted and work will be scheduled shortly.

Lowery asked about the status of updating the irrigation system application.

Holder noted that he has discussed the application with Water Superintendent Don Millette and is working on a draft of an improved irrigation application.

Lowery asked about the status of the contract for the Transfer Station Access Road improvements.

Holder noted that the contract is about a week away from signature.

Lowery discussed meeting he will be attending in Natick regarding the mapping of the drainage system connected to Lake Cochituate.

Holder noted that the final draft of the letter sent to the attorney representing 8 Glezen Lane was included in the Board packet for reference.

Baston noted that the Board of Selectmen voted through the easement on the Habitat for Humanity property the previous evening.

Baston noted that an article needs to be drafted to fund the demolition of the structure at 107 Old Sudbury Road.

Baston distributed information pertaining to irrigation systems, to be reviewed and voted at the next meeting.

Mishara noted that the BOPW website needs to be updated to accurately reflect the location of the meetings.

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

- 7/17/2017 Letter from KP Law to Paul Alphen re: Town of Wayland – 8 Glezen Lane – Zone I Wellhead Protection Zone

***Items Distributed for Review***

- 7/25/2017 Irrigation Information Sheet Draft

- 7/24/17 Abatement Request Process Draft

**Review and Approve the Minutes of the 7/12/2017 Meeting**

Baston noted a correction on page 1.

Abdella suggested that the DPW staff who are present for the meeting be identified in the header of the minutes.

Lowery noted a correction to page 2.

Lowery made a motion to approve the minutes of the 7/12/2017 meeting as amended.

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

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

- 6/27/2017 BOPW Meeting Minutes Draft

The Board determined that the next meeting will occur on 8/8/2017.

Mishara made a motion to adjourn.

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

Meeting adjourned at 9:12 PM.

Respectfully submitted,  
Daniel Cabral  
DPW Office Coordinator-Administrator