

# WAYLAND BOARD OF PUBLIC WORKS

DPW Facility  
66 River Road  
Wayland, MA 01778  
October 24, 2017

## MEETING MINUTES

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

Absent: J. Mishara

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.

Town Planner Sarkis Sarkisian announced that the Town has been awarded a \$2.4M MassWorks Grant.

Baston asked for public comment – there was none.

### **Public Hearing: Joint Meeting with BOPW and Planning Board for Tree Hearing for Scenic Roads**

Baston opened the Public Hearing for trees on Scenic Roads.

The Planning Board convened to open a joint meeting with the Board of Public Works to conduct the Public Tree Hearing for Scenic Roads.

Sarkisian noted that a letter was received from Susan Koffman of 66 Sherman Bridge Road contesting the removal of Tree 1642.

Town Arborist William Joseph noted that Tree 1642 is hollow at the base and has a significant crack in a leader hanging over the road.

Joseph added that he considers Tree 1642 to be a hazard.

Wegerbauer made a motion in support of the removal of the trees on scenic roads, as noted on the list provided in the packet dated 10/4/2017 (Tree numbers 1616, 1615, 1614, 1427, 1664, 1634, 1645, 1642, 1662, 1622, 1623, 1626, 1631, 1629, 1610, 1668, 1678, 1675, 1608, 1632, and 1633).

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

The Planning Board voted 3-0 in support of the removal of the on scenic roads, as noted in the motion passed by the Board of Public Works.

Baston closed the Public Hearing for trees on Scenic Roads.

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

- List of trees on Scenic Roads considered for removal
- 10/9/2017 Letter from Susan Koffman re: Tree removal objection: Tree No. 1642

***Items Distributed for Review***

- Photo of Tree 1642

**Public Hearing: Tree Hearing for Shade Trees**

Baston opened the Public Hearing for Shade Trees.

The Board reviewed the list of shade trees slated for removal.

Wegerbauer made a motion in support of the removal of the shade trees, as noted on the list provided in the packet dated 10/4/2017 (Tree numbers 1665, 1627, 1667, 1649, 1613, 1618, 1620, 1621, 1624, 1619, 1617, 1612, 1611, 1609, 1628, 1630, 1640, 1625, 1548, 1639, 1537, 1560, 1561, 1677, and 1659).

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

Baston closed the Public Hearing for Shade Trees.

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

- List of shade trees considered for removal
- 10/16/2017 Letter from Gary Slep supporting the removal of Tree 1627

***Items distributed for Review:***

- 10/23/2017 Letter from Thomas Black supporting the removal of Tree 1627
- 10/23/2017 Letter from Virginia Slep supporting the removal of Tree 1627
- 10/24/2017 Letter from Jessica Schendel supporting the removal of Tree 1627

**Discussion Regarding Status of Castle Gate Pillars (Historical Commission members in attendance)**

Elisa Scola of the Historical Commission appeared before the Board to discuss the status of the Castle Gate Pillars.

Lowery reviewed a plan depicting roughly where the pillars are proposed to be relocated to.

Scola noted that the Historical Commission supports the preservation of the pillars but not their relocation.

Scola asked if any other options have been considered besides moving the pillars.

Lowery noted the, in his opinion, it would be unwise to fund the reconstruction of the pillars while leaving them in their current location, as they may would be at risk of being damaged again.

Lowery suggested that the article be presented at Town Meeting as planned, with the Historical Commission offering an amendment on Town Meeting floor proposing that the pillars be left in their current location.

Holder suggested that, should the pillars be relocated, a plaque be placed noting the original location of the pillars.

### **Discussion Regarding Advanced Meter Reading Infrastructure Systems**

Baston asked what the cost to maintain the existing meter reading system is projected to be.

The Board discussed the estimated amount of funding needed to continue meter replacement as well as furnish and install an Advanced Metering Infrastructure (AMI) network.

Holder distributed a spreadsheet detailing the estimated costs associated with the meter replacement and AMI network implementation.

Holder noted that meter replacement would cost \$520,000 in addition to existing funding, which would include the installation cost.

The Board discussed funding in both the meter replacement CIP as well as the AMI article funding the in-home installation component.

Lowery suggested that the AMI article could be amended on Town Meeting floor to reflect a lower installation cost if the meter replacement CIP is passed

#### ***Items distributed for Review:***

*- Spreadsheet detailing costs associated with meter replacement and AMI system implementation*

### **Discussion and Potential Board Vote Concerning FY19 DPW Capital Requests**

Holder discussed the status of the proposed FY19 Capital Budget.

Lowery noted that he felt that any questions regarding the CIP WTR 09: PLC Upgrades have been answered.

The Board determined that the cost associated with CIP WTR 01A: Meter Replacements should be amended to \$520,000, and the CIP WTR 01B: AMI Reading System be removed and presented as a separate article.

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

*- DPW 5-Year Capital Plan*

*- DPW CIP Forms WTR01A, WTR01B, and WTR09*

## **Discussion and Potential Board Vote on BOPW/DPW Related Special Town Meeting Articles**

Holder noted that the Finance Committee requested the Board of Public Works to consider co-sponsoring the Town Meeting Article to appropriate funds to install Weston Aqueduct pedestrian crossings.

Lowery noted that he feels the Board should not co-sponsor the article, but should consider endorsing it.

Wegerbauer made a motion to support the Conservation Commission article to appropriate funds to install Weston Aqueduct pedestrian crossings, with the understanding that the DPW will manage the installation and oversee their maintenance.

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

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

*- Special Town Meeting Article: Appropriate Funds to Install Weston Aqueduct Pedestrian Crossings*

## **Discussion Regarding Town Temporary Sign Policy**

Lowery noted that he would like to discuss a draft policy concerning contractor signs placed within the right-of-way at the next meeting.

## **DPW Director's Financial Report**

The Board reviewed the 10/13/2017 DPW Financial Report.

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

*- 10/13/2017 DPW Financial Report*

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

Wegerbauer asked if consideration was given to funding the proposed Project Manager position through capital projects.

Holder replied that the Personnel Board offered it as a funding option in their report to the Finance Committee.

Wegerbauer asked if Water Superintendent Don Millette has had the opportunity to contact Verizon for further information on their AMI system.

Baston discussed a recent Board of Selectmen meeting which he, Mike Lowery, Tom Holder, and Joe Doucette attended to discuss the Town's policy concerning the plowing and maintenance of private ways.

Baston noted that it was the sense of the Board of Selectmen that they wished to review the policy further before issuing a decision.

Lowery discussed the snow plowing policy of the Weston DPW.

Lowery expressed his concern that there are several private roads currently depicted on GIS as public ways.

Lowery discussed the potential of completing a loop in the water system near the Town of Sudbury.

Holder noted that there is a list of outstanding water accounts that have been issued a demand notice, and asked the Board if they would authorize the Chair to sign the lien list.

Wegerbauer made a motion to grant the Chair the authority to sign on behalf of the Board the lien list based on delinquent water accounts in the current year.

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

The Board determined that November meetings would occur on 11/7/2017, 11/14/2017 (prior to Town Meeting), and 11/28/2017.

Holder discussed with the Board of implementation of a public outreach campaign concerning AMI metering systems.

Lowery noted that, in his opinion, a public outreach campaign should not begin until the technology has been decided upon.

Baston suggested that it begin after the start of the new year.

Abdella requested that a meeting with North Reading officials be arraigned to discuss how their AMI system was implemented.

Holder replied that he would facilitate a meeting with North Reading officials.

#### **Discussion on Requirements for an MOU for 195 Main Street**

Baston noted that he spoke with Library Trustee Aida Gennis regarding the drafting of an MOU concerning the DPW's continued use of 195 Main Street, adding the Gennis would draft an MOU, but requested the Board provide verbiage for the MOU.

#### **Review and Approve the Minutes of the 10/10/2017 Meeting**

Baston noted a typographical correction to page 4.

Lowery noted that during the discussion of the AMI systems that there was a discrepancy in the age of the meters in the Power Point Presentation that he would like Tata & Howard to clarify.

Wegerbauer made a motion to accept the minutes of the 10/10/2017 meeting as amended.

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

***Items Included in the Packet for Discussion***  
*- 10/10/2017 BOPW Meeting Minutes Draft*

Baston made a motion to adjourn.

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

Meeting adjourned at 9:16 PM.

Respectfully submitted,  
Daniel Cabral  
DPW Office Coordinator-Administrator