

**Wayland Department of Public Works**  
**Minutes**  
**June 14, 2010**  
**7:30 PM**  
**Board of Public Works**  
**WAYLAND TOWN BUILDING**  
**Approved July 12, 2010**

Present: Knapp, Brown, Abdella, Wegerbauer, Mishara, Ouellette.

**Public Comment**

Phillip Fantoni, 18 Pemberton – Expressed concern about the new section S in Lakeview cemetery which abuts his property. Fantoni asked the board to allow him to purchase the eight foot buffer from his rear property line to where the proposed line of arborvitaes are to be planted.

Anette Lewis, Claypit Hill Road - Told the Board that the tree hearing scheduled for June 15, 2010 was not properly posted. Lewis said that the Transfer Station permit that was drafted on April 29<sup>th</sup> has not been posted on the website. Lewis said the Water ban legal notice is confusing. Lewis said she had asked on April 7, 2010 that information regarding electronics day be posted on the web site and it has not been posted.

A discussion ensued about the Transfer Station permit.

**Town Meeting Recap**

Ouellette addressed the Board about the results of Town Meeting.

Cemetery Paving – money was not approved . Ouellette said that he will take the money that was approved a couple years ago and make the roadways safe until more money can be allocated to do the job properly. A discussion ensued about different options regarding paving the cemetery. Ouellette said that he could put down binder and tack for now. Board tabled the discussion of putting down the binder and tack. Board members agreed to check out North Cemetery and discuss it next month.

Discussion ensued about the DPW board meeting twice a month.

**DPW Board legal status**

Mark Lanza, Town Counsel was present.

Lanza explained to the Board that they are not just an advisory and policy setting board. Lanza told the Board that their duties include those of the previous boards including: Road Commissioners, Parks Commission, Water Commissioners, Cemetery Commissioner, Sanitary Landfill soon to be Transfer Station. The Board sets rates such as Transfer station rates and water rates. The Board acts as Tree Warden. The Board decides which roads are paved first, plowed first. Knapp asked about delegating some of the authority to the DPW Director. Lanza said the board may delegate authority where it is stated the Board and/or designee in the statute. Some duties cannot be delegated like laying out a road. The draft to layout a road may be prepared by someone other

than the board, but only the Board can approve it. Ouellette mentioned putting out a contract for general engineering services. Mishara asked what the difference is between a general engineer vs. an engineer for a specific project. Lanza explained designer services to the Board. Discussion ensued about how the DPW Director was hired in consult with the DPW Board with the Town Administrator able to make the final decision.

Ouellette described to the Board how the Tree Hearing process works. Lewis spoke up and said the tree hearing cannot happen, that the Planning Board cannot hold the hearing by itself. Lanza told the Board that HE is Town Counsel retained by the town and he says the Planning Board CAN hold the scenic tree hearing.

Wegerbauer made a motion for the office to create a checklist for meetings and other important matters  
2<sup>nd</sup> Knapp  
Unanimous in favor

### **Town Meeting Recap (continued)**

Ouellette continued to address the Board about the Town Meeting results:

Water meter program was not passed. It has been a success in other town such as Medford, Ayer and Ashburnham. Residents with water issues could be caught early on with the new meters. Knapp suggested that we have reps. from towns who have had success with the program, come in and address the Board. A discussion ensued about how to get the word out about the meter program.

Ouellette told the Board of some of the requests that were approved at Town Meeting such as field renovations, easements at the 27 & 30 intersection. Mishara asked about hearing that the money for the 27 & 30 intersection will not be available until 2014. Ouellette explained why we currently are not on the TIP list. Ouellette explained that the paperwork is in and we should be funded for 2014.

### **Future Agenda**

A discussion ensued about the Transfer Station fees & rates, second car stickers and bulky waste fees. Ouellette told the Board that he, Fred Turkington, Sudbury Town Manager and Sudbury DPW Director spoke about a joint Transfer Station operation after Labor Day. This proposal needs to be approved the Board of Selectmen of both Towns. Wegerbauer explained that the Board of Health brought it to the Wayland Board of Selectmen initially as a cost saving idea.

Ouellette told the Board that the new Toters (trash containers) are out at the fields. Ouellette told the board that a group wants recycling bins at all fields. Ouellette said that he gave the group permission as long as they keep up with emptying their bins.

Ouellette asked the Board if they would be willing to meet twice a month. One meeting for Directors Report and general items, current business etc. and the other for specific issues. The board agreed to meet the 2<sup>nd</sup> and 4<sup>th</sup> Monday of each month. A blanket posting will be created for the 4<sup>th</sup> Monday for the rest of the calendar year. Knapp asked if the Superintendents could come to meetings, one at a time, to explain the basics to the Board of what each of their Departments do.

Wegerbauer made a motion to keep the Transfer Station rates for fy2011 the same as the current fy2010 rates with the exception of bulky waste fee schedule to be determined at a later date.

2<sup>nd</sup> Brown  
Unanimous in favor

Knapp mentioned traffic mitigation, speed bumps, signage, traffic calming as future agenda items.

### **Water Issues**

7 Deer Run – Ouellette explained to the Board that the water was going back and forth through the water meter resulting in being charged twice for the same water. The Resident at 7 Deer Run was instructed by the water Department how to have a plumber fix the problem. The work was completed and has been verified.

Mishara made a motion to abate \$2,000.00 of the water bill at 7 Deer Run  
2d Abdella  
Unanimous in favor

1 Turkey Hill – Ouellette explained to the Board that the resident was in the hospital for several months and had a friend check her home. When the resident returned home she found the toilet had been running. The resident verified that the problem has been fixed. The resident asked to pay the bill at the lowest rate rather than the tiered rate. This would result in an abatement of \$1,326.00 (\$2,002.00 vs. \$686.00)

Mishara made a motion to approve the abatement for 1 Turkey Hill  
2<sup>nd</sup> Abdella  
Unanimous in favor

38 Clubhouse – Ouellette explained to the Board that the resident at 38 Clubhouse has 2 water meters one for his home and one for irrigation. The resident has requested that he be charged for the capital improvement fee for one meter. A discussion ensued about this request.

Mishara made a motion to not abate the capital improvement charge for the second meter  
2<sup>nd</sup> Abdella  
Unanimous in favor

### **CPA Representative**

Ouellette described the importance of the CPA Committee and how we need a strong representative from the DPW Board for the CPA Committee. The DPW Board agreed to nominate Knapp for the CPA Committee.

### **DPW Chair and Vice Chair**

Brown nominated Knapp for DPW Chairman  
2<sup>nd</sup> Abdella  
Unanimous in favor

Knapp nominated Mishara for DPW Vice Chairman  
2<sup>nd</sup> Brown  
Unanimous in favor

Ouellette discussed last years goals and the goals for the upcoming year. Ouellette requested the Board submit goals to him for the upcoming year.

At 9:50 Knapp made a motion to adjourn  
2<sup>nd</sup> Wegerbauer  
Unanimous in favor