

WAYLAND BOARD OF PUBLIC WORKS
WAYLAND TOWN BUILDING
MARCH 12, 2012
7:00 PM
MEETING MINUTES
Approved March 19, 2012

C. Brown, T. Abdella, J.Mishara, M. Lowery, M. Wegerbauer, Ouellette and Gorham

7:03 – Open Meeting

Public Comment

Don Buston who had at the last meeting handed the Board a list of questions regarding the DPW budget and financial oversight. Brown said that he was intrigued by Mr. Buston's proposal and that it is good that someone is interested in learning more about town government. Brown said that with Town Meeting coming up this is the busiest time of the year for the Board. Brown said he would like to put Mr. Buston on the agenda after Town Meeting. Buston said that although he is in no hurry, once summer is here a lot of people would be away on vacation. Brown said that the Board has not yet discussed his request. Brown said he'd like to table this until after Town Meeting. Mishara told Buston that there are materials and minutes on the DPW website that may address some of his issues. Buston said he has already looked on the website and now has questions. Buston asked for permission to speak to the staff in the Department. Discussion about the level of the information that Buston is interested in. Discussion about the financial oversight the Board of Public Works has and doesn't have. Wegerbauer mentioned that the Board is looking for a firm to gather water financials for them. Discussion about a committee of volunteers to get this information. Ouellette explained that the Board does not have say over day-to-day operational expense. Mishara said that the Boards role is to set the overall capital budget. The sense of the Board is that this will be tabled until after Town Meeting and put on the agenda.

Anette Lewis – questioned the water abatement printout. Lewis said that it does not make sense. Lewis said the school, addresses and numbers don't make sense. Lewis questioned the abatement numbers from 2009 – 2012. Lewis pointed out the large abatements in 2012. Ouellette explained that after meters go over 1 million they do not read correctly. If this is not caught before processed it produces a large bill that can only be abated at that point. Discussion. Lewis questioned the same number corrected four times?? Lewis asked why we don't we have clean records? Discussion about bad reads. Ouellette spoke of the limitations of Vadar, the water software. Ouellette said that he would get answers to Lewis. Ouellette asked Lewis to submit her questions and they will be answered.

Proposed DPW Facility

Weston and Sampson was present to speak about the proposed DPW facility.

Jeff Alberti, Dave Steeves and Jamie Fair from Weston Sampson were present.

Alberti presented a slide show of the new proposed DPW Facility.

Alberti began with a history and a timeline of the current garage to present time.

Alberti described the processes they used to gather information about the facilities needs.

This was done through staff interviews and observations of workflow.

Alberti pointed out the Administration area, Workshops, Maintenance, Wash Bay and vehicle storage space.

Alberti showed possible scenarios of interior areas. Discussion about the needs of the DPW Department. Alberti said that since it is now a DPW Department 45,000 sq ft is needed.

Site selection – Alberti said that out of three sites River Road is the preferred site Currently zoned as a refuse district. Alberti said that as a result of meetings with abutters, they have agreed on a 35' height restriction. Alberti said they have made the height restriction work. Discussion.

Alberti showed the site is outside the FEMA flood zone. Alberti showed a survey of the site and proposed pavement limits. Alberti showed the location of the natural gas fueling station. Alberti showed the access driveway from route 20. Discussion about abutters concern regarding using River Road. Ouellette spoke of the advantages of being right at the salt shed so trucks do not have to be preloaded the night before and brought back to the current highway garage.

Discussion about raising the earth berm buffer between the garage and abutter. Ouellette said the abutter wants to talk about alternatives.

Alberti reviewed floor plan and fire sprinkler system.

Wegerbauer asked about turn radius from the wash bay to the parking area? Alberti said the turn radius is 65'. Discussion about communications. Wegerbauer asked about using the gas line. Alberti explained that it is a high-pressure line.

Discussion about the fueling station. Alberti said that most facilities of this size have their own fueling station. This is very important during emergency situations.

Ouellette asked about using solar panels. Alberti showed the part of the roof that solar panels could be used on. Alberti said the expected life of the facility is 50 plus years.

Discussion about the Building Committee's role. When asked the price per sq ft of the proposed facility Alberti said that the average is \$160.00 sq ft and \$239.00 including everything (Building, site, development, equipment cost and fuel system.)

Lowery wants residents to be able to access this slide show / information. Alberti said an ftp link was sent to John Moynihan to upload link to the town website.

Lowery moved to reconsider support of Article 10. Motion to support Article 10.

2nd Wegerbauer

5-0 Unanimous in favor

Joint meeting with the Board of Selectmen

8:40 pm - Warrant Articles

Brown passed out the flyer for the DPW open house on March 24, 2012 from 9:00 am – 11:00 am at 195 Main St., DPW Garage. Coffee and Donuts will be served.

Chairman Fay asked the Board of Public Works about Article 10. Area is zoned refuse and needs to be re zoned. Discussion. Pelham Island residents want a designated area during floods. Discussion about fueling station. Bladon said that residents are concerned with the appearance on River Road. Discussion. Fay said that the neighbors view is that traffic be restricted on River Road. Mishara said that the Public will use River Road and Water guys with light trucks should be able to use River Road since they go to 101 Old Sudbury Road. Nolan said a policy is needed. Nolan said employees should come in via the access road off Route 20. Especially since all employees will be coming in to work at 6:30 am. Discussion. Sam with the Economic Development Committee said that because of conservation concerns, the access road could be taken away in the future. Sam warned that they don't want to too restricted as far as the use of River Road. Discussion. Abdella stated that any restrictions on the River Road access to DPW vehicles providing service to North Wayland would most likely result in increased operating costs due to having the vehicles travel south to Rt 20 then east to Rts 126/27 and then north. This would result in increased mileage, higher fuel consumption, lost worker productivity, and increase traffic congestion.

Article 11 –
Discussion

Article 12 – Appropriating funds for construction documents etc.

Brown said 170k has been spent on design. This will be up on the Website soon. Discussion about access to building. Ouellette said the building will be set way back off of River Road. Parking will be out front for the public. Employee parking behind the building. Discussion about the presentation of the article at Town Meeting.

Joint meeting with the Board of Selectmen and Recreation Commission

Fay said the purpose of this meeting is to address issues that affect both the Board of Public Works and the Recreation Commission. Fay spoke of the importance of communication about how best to care for the fields etc. Ouellette said that the DPW is getting the fields ready to open on April 1. The High School fields will be opening this week. The Beach drainage is done. The DPW may work on Basketball and Volleyball at the beach after Memorial Day. Ouellette said that the DPW will be moving the sailboats from the septage facility this Thursday. McShea said that the old Beach house is down. Recreation scheduling is done. Programming is happening now and is on going. Discussion. Turkington mentioned Alpine field construction. Discussion about shifting

the location of the soccer field and putting in a baseball diamond. This is on hold pending a decision by Recreation. This will need to go through Conservation. Discussion. Ouellette said that he is going to have UMASS Out there and they will write up a scope. Discussion about how McShea and Ouellette have been meeting regularly (4-5 times since the last meeting.) Virzi suggested setting a policy on how the boards should interact. There are two major issues:

Staffing – hierarchy and accounting for the people in the DPW who are paid by recreation.

Budget – 25k maintenance – how spent
Capital Budget (125K) – Decision / Plans
Who is in control? Wants input / dialog

Discussion.

Turkington explained that DPW is the service arm for Recreation projects.

Wegerbauer suggested that the Board of Public Works keep Recreation as a standing agenda item. Wegerbauer said that he has invited Recreation commission members to Board of Public Works meetings but no one has ever attended. Discussion. Turkington explained that he is working with B. Wright to establish guidelines between the Recreation Commission and the Board of Public Works. B. Wright - said that the FinCom was upset with how the Field Renovation / Capital monies were spent. Bubblers were put in, Ice Rink, Corral without Recreation's involvement. (Virzi admitted that Wegerbauer had spoken to him about the skating rinks but he chose not to bring it to the Rec. Board.) Wright pointed out that this didn't happen when the monies were in Park & Recreation's control. Brud claimed that McShea had been doing this 'forever' with no complaints. Wright asked to 'reclaim' budget, Re-establish controls. Wright said that he is not trying to 'point fingers'. Discussion. Wright said that both Turkington and the Board of Selectmen were in violation with the Inter-municipal agreement with Sudbury. Discussion about how the DPW has changed from Park & Recreation. Fay said that guidelines are important. Fay suggested that Recreation listen to DPW's input. Wright said he does not want DPW's input. Fay said that it is OK to disagree. Nolan said that although he understood Recreation's concerns he has seen great improvements as a user like the Corral, Ice Skating Rinks and Water Bubblers. Bladon asked if Recreation has received a status report from DPW. Virzi claimed Recreation has not received an accounting from the DPW lately. Discussion about a priority list for the upcoming Field Renovation Capital Money. Discussion about input and making this work. Fay thanked the two Boards. Ouellette said that he hopes to officially open Hannah Williams Playground by April 1st. Ouellette warned that the Playground is not yet safe to use and will remain locked until it opens.

March 5, 2012 Minutes deferred need more information.

CPA Article Discussion

Lowery expressed his concern that this article to reduce CPA contributions may restrict the town's ability to build the rail trail. Discussion. Discussion about whether or not to vote on this article since CPC funds do benefit the Board of Public Works. Abdella stated his opinion that such a vote would appear self-serving and it would not be in the best interest of the Board of Public Works to take a position on this article.

Mishara made a motion to oppose the article to reduce CPC funds from 1.5% to .1%

2nd Brown

3-0-2 Abdella and Lowery abstained

Opting out of the Fixed Network Meter Program

Brown asked if the Board should allow residents to opt out of the meter program. Discussion about how to charge for reads of those who decide to opt out. Brown said we would make the offer known at town meeting.

Wegerbauer made a motion to allow people to opt out of the fixed network meter program at a reasonable cost. The cost to be set at the water rate hearing.

2nd Abdella

5-0

Retained Earnings

Brown spoke of the history of the retained earnings. Discussion about the amount to keep in retained earning. Goodmonson had recommended retaining the cost of a new water tank. (2 Million)

Brown said DEP recommended retaining and amount equal to a full year operating budget. Discussion. Brown suggested the Board come up with a number they can vote on. Ouellette explained billing vs. revenue. Ouellette said he would have revenue projections for the Board in two weeks. Discussion about information needed to proceed.

Discussion about the duty of the Board to save the ratepayer money in the long run.

Responsibility for Articles at Town Meeting

Fixed Network Meter Program – Lowery

Enterprise Fund - Wegerbauer

Trucks / Capital Vehicles - Ouellette

Pemberton Road - Ouellette

DPW Facility Articles – Mishara, Abdella, Ouellette and Moynihan

Discussion about being able to use a PowerPoint presentation at Town Meeting.

Discussion about using Weston Sampson's presentation at Town Meeting.

Brown said this would be added to next week's agenda.

Action items from previous meeting

Brown asked about the easements at 27/30. Ouellette said no movement

Discussion about the contract with CDM

Discussion about backing up data for fixed meter program if server fails.

Abdella said the draft RFP is done regarding obtaining a financial consultant to advise the Board directly on rate setting, review of budget vs. actual expense.

Discussion about a actions calendar to support rate setting for transfer station and water rates. Brief discussion on Cemetery rates compared to other towns.

Wegerbauer said a new Chair needs to be elected soon. The Board will wait until the new Board member begins.

Next Meeting – March 19, 2012

Brown made a motion to adjourn

2nd Mishara

5-0 unanimous in favor

Meeting adjourned at 10:40 pm

**Agenda for 24th open house 2 hours. Then meet after about town meeting