

WAYLAND BOARD OF PUBLIC WORKS
WAYLAND TOWN BUILDING
AUGUST 14, 2012
7:00 PM
MEETING MINUTES
APPROVED AUGUST 20, 2012

M.Lowery, T. Abdella, J.Mishara, M. Wegerbauer, B. Goldsmith, and Gorham

Meeting called to order at 7:00 pm

Public Comment

Don Bustin – requested the Board support his request to obtain water financial records. Bustin said he feels this will help with financial oversight. Lowery told Bustin that he has sent information to Bustin and has permitted Bustin to spend time with the Superintendent of the Water Division as directed by Fred Turkington. Bustin asked for information about VADAR, the Water software program.

Board of Public Works Roles and Responsibilities

Lowery announced that the Board had drafted a memorandum. Lowery and Mishara had reviewed the draft memorandum with Turkington and Lanza. The draft with Turkington's and Lanza's suggestions came back to the board. The Board has drafted another draft with Board members' comments. Mishara handed out a copy of the new draft and an extra copy to D. Bustin. Lowery said that the board plans to make changes and create a final version which will be given to the Selectmen and Turkington. Lowery asked Mishara to review the draft and explain the changes. Mishara explained that comments were received by individual board members. Mishara reviewed the document. Mishara explained the markups and the owners of the markups. Some changes were agreed on at the last meeting. Discussion. It was suggested that this should be an agreement between the Board of Public Works and the Board of Selectmen only. The two boards are the only ones who should have the right to term or terminate the agreement. Lowery asked if all parties should sign? Abdella said that they should as an acknowledgement of the agreement. Discussion about defining the term. Discussion about the money thresholds. Discussion about Recreation monies and how McShea and Ouellette should agree about how the money is spent. If they deviate it should be agreed on. Discussion about verbal quotes, written quotes and out to bid for a contract. Discussion about the Board having some kind of control of the contract process over the DPW Director. Discussion about the Directors' contract and how Turkington gave the Board the ability to consult on new contracts moving forward. Discussion about wanting Turkington to accept input and the ability to discuss the contract with the Personnel Board. Discussion about the difficulty for the Board to discuss Personnel issues in an open forum. Discussion about two Board members approaching Turkington. Mishara said there is nothing stopping them now from doing just that. Mishara warned that since the Board is not the appointing authority it won't get much better than that. Discussion. Mishara said that they won't be able to achieve what they want to achieve under the current bylaw. Mishara said that Turkington will be required to tell the Board when he is entering into a new contract with the DPW Director. Goldsmith asked if the Board would get drafts of a new contract?? Lowery suggested that signing agreement could become a condition of the contract. Discussion about confidentiality of personal agreements before its executed. Discussion about term and termination Lowery said it should be symmetrical.

Discussion about goals and objectives and how they should be set, reviewed and who should coordinate the review. Discussion. Discussion about having Turkington facilitate the goals. Discussion about the importance of the Board to be focused on efficiencies and cost savings. Discussion about what should be measured. Discussion about setting goals for the DPW semiannually in coordination with the DPW Director and the Town Administrator. Discussion about the Town Administrator assisting in the process. The Board of Public Works will provide feedback to the Town Administrator. Discussion about not being too specific to tie themselves into something they may not want to do in the future. Discussion about goals and how they are tied to the budget. Tie goals to something they can measure. Goldsmith asked that plenty of lead time be given for the Board to review and approve the upcoming budget before it goes to Fin Com. Mishara mentioned developing a stand alone process outside the memorandum. Mishara read the memorandum with the most recent edits. Discussion about the importance of financial reports. Discussion about agreements outside this agreement. Discussion about having Department Heads attend Board of Public Works meetings noting that it has never been an issue. The Board agreed to vote on the substance of the Memorandum tonight. The final document will be sent to Lowery, Chair, to bring it forward.

Wegerbauer made a motion to accept the Memorandum of Agreement as amended.

2nd Mishara

Unanimous in favor

Wegerbauer handed out the final draft to residents regarding the water credit.

Lowery made a motion to accept the language of the water credit that the Board had asked Wegerbauer to draft.

2nd Mishara

Unanimous in favor

David Hill thanked the Board for taking on this delicate subject and taking back control of the Town. Hill urged the Board to continue to scrutinize. Hill said he will support the process.

Adjourn 8 25