

# WAYLAND BOARD OF PUBLIC WORKS

Wayland Town Building

April 16, 2014

7:00 PM

## MEETING MINUTES

C. Brown, B. Goldsmith, M. Lowery, J. Mishara, M. Wegerbauer, D. Ouellette - Director

Meeting opened at 7:02 PM

(Lowery announced that the meeting is being videotaped and recorded)

Lowery opened the meeting with a review of the agenda.

Lowery made a request for public comment

### **Review of Lincoln Road in Relation to Road Condition Inventory**

Public Comment:

Holly Elias 115 Lincoln Road – Discussed with the Board the state of disrepair of the paved portion of Lincoln Road and the concerns of residents on the road. Elias expressed her feeling that the decision to repair the road should be based on safety, not the desire of individual residents.

Public Comment:

Deb Edmunds 92 Lincoln Road – Discussed with the Board the current condition of Lincoln Road and expressed her safety concerns pertaining to the current condition of the road.

Lowery noted that for the purposes of this discussion, the paved portion of the road should be considered separate from the unpaved portion.

The Board discussed the status of Lincoln Road and possible options for repairing the road.

Ouellette discussed with the Board different options available to repair Lincoln Road.

Goldsmith expressed his desire for a list ranking the roads in town according to their need for repair.

Brown noted that Highway Superintendent Stephen Kadlik agrees that Lincoln Road is among the worst in Wayland.

Ouellette added that it is his recommendation that the road be prioritized for repairs.

Wegerbauer made a motion to move the reclaiming of the paved portion of Lincoln Road to the top of the priority list following those roads for which funding has already been approved and

earmarked, with the goal of the required work being executed this season, should funding be available, and next season at the latest, subject to Town Meeting approval. Brown 2<sup>nd</sup>.

Brown asked about paving an additional 30 feet to 100 Lincoln Road, and was concerned that the additional 30 feet would cause unnecessary issues in the approval process.

Wegerbauer noted that his motion does not include the additional 30 feet.

All in favor.

### **Election of Chair, Vice-Chair**

Mishara nominated Lowery as Chair, Goldsmith 2<sup>nd</sup>. Brown, Goldsmith, Mishara, and Wegerbauer in favor; Lowery abstain.

Lowery nominated Brown as Vice Chair, Goldsmith 2<sup>nd</sup>. Goldsmith, Lowery, Mishara, and Wegerbauer in favor, Brown abstain.

### **Review of Pequot Road Traffic Calming Request**

Dan Head 42 Pequot Road – Discussed his concerns regarding traffic travelling at excessive speeds on Pequot Road. Head described recent accidents that occurred on Pequot Road.

Brown discussed the current 20mph signage on Pequot Road with the Board.

Head noted that he felt speed humps, islands, or stop signs at the intersections of Happy Hollow and Juniper Lane would help.

Lowery noted that requests for signage would have to be referred to the Board of Selectmen.

Mishara asked if speed counters have been deployed by the Wayland Police Department.

Ouellette responded that they have not, but he has requested Chief Irving utilize them.

Lowery asked Head where he felt would be the best locations to obtain speed data.

Head marked two locations on a map provided by Lowery and reviewed by the Board.

Head asked how long the process would take to occur.

Ouellette explained the steps of the process to Head and noted the process may take a year or longer.

### **Review of Town Meeting Votes, FinCom Relationship, & Related Next Steps**

Lowery reviewed the votes concerning the BoPW that were taken at Town Meeting. Regarding the vote on River's Edge, Lowery discussed signs that were placed noting the location of River's Edge.

The Board discussed where functions at River's Edge will take place if the DPW loses the use of the land.

Ouellette discussed issues with material storage, including current and potential DPW storage sites.

Wegerbauer asked if the land transfer is still necessary.

Lowery noted that the Board would still have to vote to declare the parcel surplus, but the Board has already expressed their intention to do so.

Ouellette noted that operational processes should be modified so the use of the land is no longer necessary.

Regarding cemetery upgrades, Lowery noted that the vote was very close, but the expansion will be able to proceed.

Ouellette discussed the steps involved in the expansion process and noted Mike Lindeman will be the point of contact for the project going forward.

Regarding the Conduct of Dogs in Town Cemeteries, the Board discussed the putting signs up at the cemeteries noting that dogs are not allowed, with a violation resulting in the maximum fine \$100.

Regarding the Transfer Station Access Road, Goldsmith noted that the Conservation Commission has not discussed this issue, and speculated that the cost of the project may be the area contention.

### **Discussion of Danforth Green Physical Alteration Permit with Baystone Development**

Todd MacDowell of Danforth Green appeared before the Board to discuss the Physical Alteration permit.

Ouellette discussed with the Board the status of the updated Physical Alteration Permit and the changes that have been made pertaining to the requirements dictated at a previous Board of Public Works meeting.

MacDowell discussed the status of stormwater management at the intersection with the Board.

Goldsmith asked MacDowell if they have responded to residents' concerns about traffic flow.

MacDowell noted that he has met with residents and discussed their concerns.

Wegerbauer asked if an updated plan has been received.

MacDowell noted that updated plans were submitted, and Ouellette provided plans for the Board's review.

The Board continued to discuss the configuration of the intersection and changes made to the plans.

Lowery made a motion to accept and issue the Physical Alteration Permit within seven days, provided Board Members review the updated plans and have no material objections. Goldsmith 2<sup>nd</sup>.

Brown asked that trees be provided by Baystone Development, not NSTAR.

Lowery agreed to amend the motion to reflect that Baystone Development be the source of trees, rip-rap be used to mitigate erosion, and light shading on the traffic light.

Goldsmith, Lowery, Mishara, and Wegerbauer in favor; Brown abstain.

### **Director's Update & Fields Update**

Ouellette discussed a recent meeting with the Recreation Department regarding the status of fields. Ouellette noted that fields are all nearly ready to open, as long as they are sufficiently dry.

Wegerbauer noted that alternatives areas for team practices should be developed and discussed.

Lowery expressed that this would be the job of Recreation Commission.

Wegerbauer expressed his opinion that alternative practice areas be coordinated between the Board of Public Works and Recreation Commission.

Ouellette discussed with the Board the role of the DPW in the preparation of fields.

Ouellette discussed the current status of Town Beach, and noted that a target date of May 1 has been set to put the sand down.

### **Discuss Don's Departure, Selection Process for New DPW Director**

Ouellette explained to the Board his drafting of 'Point Papers' detailing the current status of ongoing projects and the necessary information to ensure their progression.

Mishara asked about the status of the new DPW Facility.

Ouellette noted that Stephen Kadlik is the point of contact, but John Moynihan is the person ultimately in charge of construction.

Lowery noted that the Board of Health requested documentation that the gas barrier trench is not necessary.

Goldsmith discussed the selection process of the new DPW Director with the Board, and how the DPW will function in the interim.

Wegerbauer noted the Board does not have the authority to hire or fire the DPW Director.

Goldsmith noted the Lowery should have an informal discussion with Town Administrator on how the process will proceed in selecting an interim and permanent DPW Director.

Goldsmith made a motion to have Lowery discuss with the Town Administrator about the Board's role in selecting the new DPW Director. Wegerbauer 2<sup>nd</sup>, all in favor.

Ouellette noted that issues with the Union would need to be addressed when considering promoting from within. He also noted that outside firms can provide a DPW Director on a temporary basis.

Wegerbauer asked if Ouellette could be retained as a consultant on a temporary basis.

Ouellette noted that the town of Natick would have to approve of that.

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

Mishara noted that Tom Abdella is the Board of Public Works appointee to the PMBC. Mishara noted that Abdella wished to stay on as appointee, but wished for the Board to vote to do so.

Goldsmith moved for Abdella to be the Board of Public Works appointee to the PMBC for the duration of the DPW Facility construction. Lowery 2<sup>nd</sup>, all in favor.

Lowery noted issue with debris left beneath high school grandstands.

Ouellette noted that the DPW will pick up the debris on Wednesday, 4/23/14.

Lowery noted the amount of pending water abatements concerning irrigation issues.

Mishara added that Town Counsel noted that the Board could set policy regarding abatement due to irrigation issues, but still had to entertain abatement requests.

The Board discussed the process of informing residents of abatement policy.

Lowery offered to draft the policy for Board review.

Ouellette suggested that a mass mailing be sent out, rather than including it with the bills.

Lowery requested that Chris Brown be added to the Board of Public Works website, and that the Chair and Vice Chair designations be updated as well.

### **Topics not Reasonably Anticipated by the Chair 48 Hours Prior to Posting**

Ouellette noted that the Treasurer wished to begin accepting credit cards at Transfer Station. He recommended that the sticker fee be raised to \$160.00 to cover the costs of the associated fees.

Lowery noted that the Board will discuss Transfer Station fees and methods of collection at the 4/28/14 Board meeting.

The Board discussed the development of a list of action item minutes and the management of lists.

Lowery volunteered to provide a draft of an action list to the Board for discussion at the next meeting.

Ouellette discussed with the Board the current status of water revenues and upcoming anticipated water projects.

### **Review and Approve Minutes; Status of Posting to Web Page**

Goldsmith noted that his name was incorrectly added on last page.

Lowery asked that minutes from the Board of Public Works at Town Meeting be drafted.

Goldsmith made a motion to approve minutes, Wegerbauer 2<sup>nd</sup>. Brown, Goldsmith, Lowery, and Wegerbauer in favor; Mishara abstain.

### **Schedule for Next Meeting, Pattern of Meeting Dates, and Specifically:**

Lowery noted that next Board meeting is scheduled for Monday 4/28/14.

The board determined that the next meetings in May will be on the 2<sup>nd</sup> & 4<sup>th</sup> Wednesdays: 5/14/14 and 5/28/14.

The Board discussed gathering information for future review concerning setting water rates.

Mishara made a motion to adjourn. Wegerbauer 2<sup>nd</sup>, all in favor.

Meeting adjourned at 9:24