

WAYLAND BOARD OF PUBLIC WORKS

Wayland Town Building

May 14, 2014

7:00 PM

MEETING MINUTES

M. Lowery, C. Brown, B. Goldsmith, J. Mishara, M. Wegerbauer (8:21), S. Kadlik
(Acting 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

Public Comment

Linda Segal, 9 Aqueduct – Suggested the Board communicate with the DEP regarding construction occurring within a Zone I.

Segal discussed the status of the Sentinel Wells at Cow Common, and noted that Ben Gould is the contact from Raytheon who is tasked with monitoring the wells.

Lowery noted that more info is needed regarding the nature and frequency of the tests that occur.

Irrigation Permit Application – 76 Oxbow Road

Lowery noted that he had a question about the map provided, noting that there is a considerable variance between the plan and the town GIS, and distributed a map for the Board's review noting the area in question.

Lowery noted the placement of irrigation rotors on the plans, and questioned if they would be irrigating a larger area than indicated in the application.

Goldsmith noted that the plans had not been signed and stamped by the surveyor.

Lowery indicated that he desired further information prior to voting.

Lowery made motion that applicant be notified of concerns in a letter, and request their presence before the Board. Goldsmith 2nd, all in favor.

Mishara noted his concerns regarding the irrigation application, and requested the application be updated.

Construction in Zone I – 24 Glezen Lane

Lowery reported to the Board that he had sat in on the ZBA Hearing regarding this issue.

Lowery noted that he has found few regulatory measures granting authority regarding Zone I Construction.

Mishara asked if this is a grandfathering issue, where houses were built prior to the establishment of Zone I.

Lowery noted he felt that was the case.

The Board discussed the scope of their permitting authority regarding construction within a Zone I.

Marissa Kivett, 24 Glezen; Ken Nazarian, former owner of 24 Glezen; and Margaret Greer, mother of Kivett – Appeared before the Board to discuss the proposed construction in the Zone I on her property.

Kivett noted that she has spoken to James Percy of the DEP and discussed her conversation with the Board.

Kivett noted the impervious surface area would increase to 4% with construction.

Lowery asked if they are proposing a floor drain in the garage.

Kivett replied that there is no floor drain planned in the garage.

Ken Nazarian, former owner of 24 Glezen – Also appeared before the Board to discuss the proposed construction.

Lowery noted that the Board should write a letter to the Zoning Board of Appeals noting the concerns of the Board of Public Works.

Goldsmith noted that the rules and restrictions in place for the construction of solar installations in Zone I as an example should also apply to any construction in Zone I.

Nazarian noted that the Zoning Board of Appeals is scheduled to address the proposed construction in their 6/10/2014 meeting.

Lowery suggested that the Board appoint a sub-committee to draft a letter to the Zoning Board of Appeals for review at the next Board of Public Works meeting.

The Board continued to discuss the scope of their authority regarding construction within the Zone I.

Water Bill Abatement – 91 Claypit Hill

Peter Doolittle, 91 Claypit – Appeared before the Board to discuss his history of water usage in the house and the nature of his abatement request.

Doolittle described to the Board the process he undertook to determine and repair the source of the water leak.

Mishara asked how long he has owned the property.

Doolittle responded that he owned the property for approximately 2 years.

Lowery noted that the Board had voted that it did not intend to grant abatements for irrigation in the future, and the policy of granting irrigation abatements may change.

Lowery suggested to the Board that if an abatement is offered, it should be conditional that a current application for the permit be on file with the DPW.

Brown noted that Ch. 191 irrigation regulations should be readily available for review by residents.

Mishara made a motion to abate the bill down to \$2100.00, waiving any applicable late fees. Brown 2nd.

Lowery amended that abatement to be contingent on Doolittle first obtaining an irrigation permit through the DPW.

Brown 2nd the amended motion, all in favor.

Happy Hollow Well Site Solar Energy Installation Status Update

Bill Huss, 2 Catherine's Farm Road and Anne Harris, Co-Chair of the Energy Initiatives Advisory Committee – Appeared before the Board to discuss the current status of the solar panel installation initiative, as well as potential installation sites in town.

Harris expressed her desire to obtain a Letter of Intent for Ameresco to allow investigation into potential development sites can proceed.

Harris discussed potential DPW sites for solar development, and noted that the Letter of Intent does not put the town under any obligation for development.

Goldsmith noted the DEP requirements for Zone I solar installations and discussed his concerns with development at the Happy Hollow site.

Huss suggested that a list of the Board's concerns be drafted to be given to Ameresco.

Mishara noted that the MAPC has approved Ameresco, and MAPC has vetted the contractor.

Harris described the vetting process undertaken with Ameresco, and noted that the MAPC has previously vetted Ameresco.

Mishara asked Harris and Huss if they are seeking a vote on Letter of Intent by the Board.

Harris and Huss indicated they were.

Lowery expressed his concern that the draft Letter of Intent noted that town manpower may need to be involved in the process.

Harris noted that Ameresco may need to clarify what the extent of manpower would be expected from the town, although she does not envision an extensive request would be made.

Brown asked if final approval by the Board would be necessary for any development by Ameresco to proceed.

Huss confirmed that final approval would be necessary.

The Board discussed the scope of their authority regarding approval.

Lowery expressed his desire for communication from Town Counsel that the Letter of Intent is acceptable to sign.

Lowery expressed his desire that a separate Letter of Intent be drafted concerning only the potential sites under the purview of the Board of Public Works.

Mishara discussed the language in the Letter of Intent, but noted that the language in the draft ultimately needs to satisfy Town Counsel.

Brown asked if there are any specific concerns regarding the potential solar installation at the landfill site.

Lowery replied that he was concerned about feasibility in relation to the topography of the site.

Harris and Huss discussed with the Board their concerns regarding the feasibility of the site.

Lowery noted a lack of insurance provision in the Ameresco Letter of Intent.

Harris requested that she and Huss come to the next Board of Public Works meeting for further discussion.

Discussion on Water Rate Setting for FY2015

Lowery expressed his desire for the Board to establish a date for a water rate hearing.

Lowery noted that he is waiting for requested usage data from the DPW prior to setting rates.

Brown noted that rates should be in place by 8/1/2014.

Brown requested that the Board consider setting rates every two years, rather than every year.

The Board discussed the process of setting water rates, as well as the necessity of holding a public hearing.

Lowery expressed his desire to know the overall water usage for the town on a monthly basis.

The Board determined that a public hearing on water rate setting should be scheduled on 6/11/2014.

The Board discussed the publication of a public hearing notification, and determined that it should be published in the 5/29/2014 and 6/5/2014 editions of the Wayland Town Crier.

Lowery made a motion to hold a public hearing concerning water rate setting on 6/11/2014. Goldsmith 2nd, all in favor.

The Board discussed what data may be needed to set water rates.

Irrigation Permit Application – 76 Oxbow Road

Al Litchfield, from Oxbow Development appeared before the Board to discuss the irrigation application at 76 Oxbow Road.

Litchfield explained the discrepancy between GIS and the maps submitted, noting that a land swap was recently done, and does not yet appear on the GIS.

Lowery asked Litchfield about the irrigation rotors on the outside edge of the irrigation, and if they are designed to irrigate 180 degrees.

Litchfield confirmed that they would only irrigate 180 degrees, and explained the irrigation plan as well as the nature of the landscaping on the property.

Lowery explained to Litchfield the Board's planned changes to irrigation system abatement guidelines.

Mishara made motion to approve irrigation permit as presented. Brown 2nd, all in favor.

DPW Director Transition Process

Lowery discussed a memorandum to John Senchyshyn, outlining an agreement reached regarding the establishment of a selection committee to fill the DPW Director position.

Lowery noted that if he chose not to submit an application, he would like Kadlik's input on selection.

Lowery noted that two people need to be appointed to the selection committee from Board of Public Works.

Lowery and Goldsmith offered to serve on the selection committee.

Mishara made a motion to appoint Goldsmith and Lowery as designees of Board of Public Works to the selection committee. Brown 2nd, all in favor.

Discussion on Proposed Transfer Station Fees for FY2015

Lowery noted that the full permit fee for 2014 was \$150, not \$155 as the Board had previously thought.

Wegerbauer expressed his desire to set the fee for 2015 at \$155.

The Board discussed the nature of the Transfer Station budget.

Mishara and Brown noted they are comfortable with an increase to \$155.

Kadlik noted that the vote taken to increase the fee to \$160 taken at the previous Board meeting needed to be rescinded before a new vote was taken.

Mishara made a motion to rescind the prior vote to raise sticker fees to \$160. Lowery 2nd, all in favor.

Wegerbauer made motion to set the fee for annual full sticker at \$155, effective FY2015, leaving all other bag and sticker fees as-is. Brown 2nd, all in favor.

Request from Historical Commission: Barrier/Signage Old Stonebridge

The Board discussed the status of Old Stonebridge and its current condition, noting that the Historical Commission requested that a barrier be erected restricting access.

Lowery suggested that the Board ask Kadlik to address the issue in the way he finds suitable, and communicate with Historical Commission and the Board how it was addressed.

Wegerbauer asked that Kadlik ask residents in the area for their input regarding appropriate signage.

Board Members' Reports, Concerns, and Updates

Lowery discussed with the Board Town Counsel's update on the status of the Transfer Station access road, noting that the DEP acknowledges that they need to issue a report noting that no action is needed by the town, but have yet to do it.

Goldsmith discussed resident concerns that there are contractors currently working in town cleaning catch basins, and questioned why the town-owned vac truck is not doing it.

Lowery addressed the reasons, discussing with the Board the primary uses of the vac truck, and the various demands placed on the usage of the vac truck.

Kadlik discussed the nature of catch basin cleaning and the process currently being undertaken.

Lowery noted that a PR piece regarding how the vac truck works should be drafted for publication.

Topics not reasonably anticipated by the Chair 48 hours prior to posting

Kadlik discussed upcoming DPW projects with the Board.

Kadlik noted the DPW's involvement in preparation for the Wayland 375th Anniversary Parade, Memorial Day, and high school graduation.

Mishara asked Kadlik if he has evaluated outsourcing landscaping versus using overtime.

Kadlik noted the issues with outsourcing, noting the difficulty in finding a landscaper that would pay prevailing wage.

Lowery noted the importance of identifying the amount of overtime needed to complete the necessary projects.

Kadlik updated the Board on the status of the Town Beach and the work that is currently underway.

Kadlik discussed the current status on granting water abatements below \$2000.00, and asked that the Board determine who has the authority to grant them.

Lowery made a motion that Kadlik be allowed to grant water abatements up to \$2,000.00 that are not the result of irrigation issues. Brown 2nd, all in favor.

Mishara made motion to give Kadlik the authority to grant residents with 41C status a discount. Lowery 2nd, all in favor.

Lowery made a motion to adjourn. Wegerbauer 2nd, all in favor

Meeting adjourned at 9:58