

WAYLAND BOARD OF PUBLIC WORKS

Wayland DPW Garage

June 11, 2014

7:00 PM

MEETING MINUTES

M. Lowery, B. Goldsmith, J. Mishara, M. Wegerbauer (9:03 PM), S. Kadlik (Director)

Meeting opened at 7:00 PM

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

Lowery opened the meeting with a review of the agenda.

Public Comment

Cindy Bryant, 48 Pemberton Road – Appeared before the Board to discuss concerns regarding issues involving cemetery rules and procedures. Bryant offered her time and expertise to the Board and Kadlik in updating and clarifying cemetery rules.

Review and Approve Minutes

Lowery noted a clarification on page 4, paragraph 3 to be made; adding that Lowery requested Board members email him recommended qualities.

Goldsmith made motion to approve minutes as amended. Mishara 2nd, all in favor.

Scheduling: Tree Hearings, Traffic Calming

Lowery noted he would like to schedule all traffic calming hearings for one meeting, to be held at the Public Safety Building.

The Board discussed the status of traffic calming request on Pequot Road.

Lowery requested Kadlik prepare an inventory of traffic calming requests for review at the next BoPW meeting.

The Board asked Parks Superintendent Mike Lindeman when he felt the next tree hearing should occur.

Lindeman suggested that in his opinion the earliest one should be held is in September.

Lowery noted that he will talk to the Planning Board to determine a suitable date in September.

Lowery discussed the comments made by Larry Kiernan of the Central MA Rail Trail Committee in the last BoPW meeting regarding NSTAR tree trimming along the Rail Trail.

Water Abatement Request – 3 Windy Hill

Larry Meador, 3 Windy Hill – Appeared before the Board to discuss his request for abatement.

Lowery asked Meador if an irrigation permit is on file.

Meador replied that he did not believe so, and noted that the system was installed in 1989.

The Board discussed with Meador the Town’s Ch. 191 irrigation regulations.

Meador explained to the Board the steps he took to address his water leak.

Lowery explained to Meador steps he could take to monitor his own water usage by reading his meter.

Mishara made a motion to abate usage to 32,600 cubic feet, waiving all penalties and late fees.

Lowery amended the motion to require Meador to obtain an irrigation permit and install any necessary backflow preventers prior to issuing abatement.

Goldsmith 2nd, all in favor of amended motion.

Water Abatement Request – 30 Oak Hill

George Doran, 30 Oak Hill – Appeared before the Board to discuss his request for abatement.

Doran described to the Board the nature of the issue and the steps he took to address his water leak.

Mishara made a motion to abate bill to 5100 cubic feet, waiving all penalties and late fees.

Lowery asked if there is an irrigation permit on file.

Doran noted that there is not, as the system has been in place since 1980.

Lowery requested Dan Cabral of the DPW email Doran a copy of the Town’s Ch. 191 irrigation bylaws.

Lowery amended the motion to require Doran to obtain an irrigation permit and bring the irrigation system up to current code prior to obtaining abatement.

Doran noted to the Board that he is moving and will be finalizing the sale of 30 Oak Hill on 6/18/14.

Due to the pending sale, Lowery withdrew his motion, but recommended Doran to inform the new homeowners of the Town’s Ch. 191 irrigation bylaws.

Goldsmith 2nd the original motion, all in favor.

Public Hearing – Water Rate Setting

Lowery noted that based on prior discussions, the sense of the Board was that the water rates, absent any new information, were on track to achieve the desired retained earnings balance.

Goldsmith discussed his conversation with Finance Director Brian Keveny regarding the water budget and anticipated year-end reserves.

Lowery distributed an email sent by Keveny regarding water reserves for Board Review and discussion.

The Board discussed the projected Undesignated Fund Balance for upcoming fiscal years as well as potential sources of funding for future capital needs.

Mishara noted that the administrative fee could be adjusted to build up reserves if necessary.

Kadlik noted that Keveny suggested that a water rate study be commissioned.

Lowery noted that VADAR had not provided the requested water billing information that had been promised for.

Kadlik noted that he will send an email to the contact at VADAR tomorrow morning.

Goldsmith suggested that the reserve level be discussed with the Finance Committee.

Lowery noted that the difficulty of raising the admin fee is that it weighs unfairly upon those who use small amounts of water.

The Board continued to discuss the status of water rates.

The Board reviewed the point paper Don Ouellette prepared regarding water rate setting.

Goldsmith noted that three to four years of rate increases may be necessary to get the Undesignated Fund balance back to desired levels.

The Board expressed their desire to get additional information prior to setting rates and discussed what financial information may be needed.

Public Comment

Linda Segal, 9 Aqueduct – Commented to the Board regarding annual Water Quality Report and the findings contained in it, and recommended the Board have a discussion on its contents at in the future.

Irrigation Application Review – 81 Sears Road

Lowery asked the Board if they feel the submitted plans meet the standards for a permit application.

Lowery discussed potential future regulations pertaining to irrigation systems.

Mark Henley, irrigation contractor for 81 Sears Road, discussed with the Board the application for irrigation as well as the nature of the Town's irrigation regulation.

Henley discussed with the Board restrictions placed on irrigation system use, and suggested that irrigation only be allowed two days a week.

Lowery noted that water bans are placed in effect based on odd or even house numbers and the time of day.

Lowery asked Kadlik to review the application and if it meets the technical requirements.

Kadlik noted that he felt the application does meet the required standards.

Mishara made a motion to approve the irrigation application of 81 sears as submitted.

Goldsmith 2nd, all in favor

Discuss Revised LOI with Ameresco (Energy Initiatives Committee)

Anne Harris, of the Energy Initiatives Temporary Advisory Committee, appeared before the Board to discuss the revised Letter of Intent (LOI) with Ameresco.

Goldsmith noted that he is not prepared to sign the LOI because he is opposed to the potential installation solar panels at Happy Hollow.

Goldsmith distributed an email from Water Superintendent Mike Hatch regarding the Happy Hollow well site.

Goldsmith discussed his concerns regarding potential well contamination and possible scenarios that could lead to contamination.

Harris noted that if the Board desired, the Happy Hollow site could be removed from the LOI as a possible site.

Mishara suggested that the Board take a vote to agree in principle with the LOI.

Lowery noted that he preferred to have all Board members present prior to making a decision such as this.

Harris noted that it would be helpful if the Board provided a vote that the Energy Initiatives Temporary Advisory Committee could present at their upcoming meeting with the Board of Selectmen.

Lowery discussed his concerns with the potential landfill site under consideration, and requested that his concerns be brought to the attention of the Board of Selectmen.

Mishara made motion to approve most recent draft of LOI for Ameresco with the condition that the DPW site #3 at the Happy Hollow well site is stricken from the list of potential sites and excluded from consideration.

Goldsmith 2nd, all in favor.

Designate BoPW Representative to Serve on River's Edge Advisory Committee

Lowery suggested this be postponed until there is a resolution on the landfill access road.

Consider Use of Town Email System for BoPW Members

The Board discussed their opinions about potentially using a new email for Board communication.

Mishara was concerned that an additional email account may become cumbersome.

The Board discussed potential issues with using the public email system.

Lowery noted that he will consider the Board's concerns and the Board will revisit this at a future meeting.

DPW Director's Report

Kadlik discussed a meeting with Tata & Howard regarding the status of water projects currently underway.

Kadlik discussed the nature of monitoring wells at Baldwin Pond.

Board Members' Reports, Concerns, and Updates

- **DPW Selection Committee**

A plan has been made to interview four candidates in the coming week.

- **Completion of Delayed Road Inventory**

Lowery noted that it is important that a system be in place for road inventory, and the condition of all roads in town be documented.

Kadlik discussed the system previously used for road inventory and its shortfalls.

Kadlik noted that the majority of roads in town in serious need of repair are private roads.

Lowery noted that Kadlik and DPW Senior Foreman Joe Doucette should get together to construct an accurate road inventory.

- **Report: Appeal Filed of Superseding Order of Conditions on Landfill Access Road**

Lowery discussed the current state of the appeal, noting that he is unsure of the timeframe involved in the appeal.

Lowery made motion that the Board of Public Works enter into executive session pursuant to Massachusetts General Laws Chapter 30A, Section 21(a)(3) to discuss strategy with respect to pending litigation of Moss and Borner v. Lingleys and the Town regarding 'Crown Path'.

Lowery stated that the Board will reconvene in open session in approximately 10 minutes for the purpose of adjourning.

Mishara 2nd.

Roll Call Vote: Goldsmith – aye, Lowery – aye, Mishara – aye.

Lowery made a motion to invite attendance by Dan Cabral and Stephen Kadlik.

Roll Call Vote: Goldsmith – aye, Lowery – aye, Mishara – aye.

The Board entered executive session at 9:00 PM.

The Board exited executive session at 9:12 PM.

Mishara made a motion to adjourn.

Goldsmith 2nd, all in favor.

Meeting adjourned at 9:13 PM