

WAYLAND BOARD OF PUBLIC WORKS

Wayland Town Building

July 9, 2014

7:00 PM

MEETING MINUTES

M. Lowery, C. Brown, B. Goldsmith, J. Mishara (left 8:58), M. Wegerbauer (arrived 7:54), S. Kadlik (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.

Demonstration of Utility Cloud Software

Joe Doucette, DPW Sr. Foreman, appeared before the Board to provide a brief demonstration of the Utility Cloud software utilized by the DPW for asset management.

Doucette provided the background on Utility Cloud and presented a working demonstration of Utility Cloud on computer for the Board.

Discussion on Proposed Five Paths Intersection Traffic Signal Improvements

Police Chief Irving appeared before the Board to discuss the status of Five Paths Intersection.

Kadlik described the current status of the intersection and proposed repairs to the intersection traffic signals.

Chief Irving noted that in his opinion pedestrian signals should be added to intersection as well.

Mishara noted that we should ask for revised quotations to include pedestrian signals.

Kadlik noted that he assumes some reconfiguration of the intersection would be necessary to add crosswalk and pedestrian signals.

Chief Irving noted that the Police Department's budget includes funds for traffic management studies, and suggested that Kevin Dandrade of TEC be contacted to conduct a study of the intersection.

Anette Lewis, 33 Claypit Hill – noted that the last time the intersection was reconstructed, work was done as a TIP project, and suggested that research be conducted regarding any agreement that may have been made with the State.

Proposed Temporary Intersection Changes – Rt 30 / School St / Mel’s Plaza

Lowery asked Chief Irving about the status of plans to do a temporary reconfiguration of the intersection to test traffic flow.

Chief Irving described the proposed temporary reconfiguration and described actions that have been taken at other intersections in the past to temporarily test reconfigurations.

Chief Irving noted that after consulting with former DPW Director Don Ouellette, that it was their opinion that a temporary test of ‘Option 1’, as described at the 11/12/2103 Board of Public Works Meeting and illustrated in the handout provided by Kevin Dandrade of TEC, be tried first.

Mishara asked if the installation of a traffic signal is being considered in conjunction with ‘Option 1’.

Chief Irving replied that a signal is not being considered under ‘Option 1’.

Lowery asked what the cost of the reconfiguration may be.

Chief Irving replied that the costs of the temporary reconfiguration would be minimal, but was unsure of the cost of a permanent reconfiguration.

Goldsmith asked Chief Irving if he felt that turning lanes should be added when permanent changes to the intersection are implemented.

Chief Irving noted that the addition of turning lanes would require widening the road, and that only in ‘Option 3’ would they be advantageous.

Lowery asked when the temporary reconfiguration would be implemented, for how long, and if any school bus routes would be affected by the changes.

Chief Irving replied that he would like to implement it at the end of August, and lasting approximately one month.

Brown asked Chief Irving that if money was no object, which of TEC’s options would he

Chief Irving noted that if money was not an object, he would prefer ‘Option 3’.

Kadlik noted that the majority of the changes under ‘Option 1’ can be done by the DPW, with the exception of the construction of ADA accessibility ramps.

Mishara made a motion that the Board approves the temporary changes under TEC's 'Option 1', subject to approval by the Board of Selectmen Traffic Commissioners. Brown 2nd. Mishara, Lowery, Goldsmith, and Brown in favor; Wegerbauer abstain.

Traffic Calming Implementation: Parkland / Charles

Chief Irving noted that the intersection should be more clearly marked to designate what part of the intersection should be used by vehicular traffic.

The Board discussed proposed changes to the intersection of Parkland and Charles.

Mishara noted that a capital budget item for \$75,000 was approved at Town Meeting to extend the sidewalk, construct an island, and install a speed bump on parkland.

Kadlik noted that he has contacted Alfred Berry, Town Surveyor, who told him that he can draft a plan that can then be executed by the DPW.

Mishara asked Kadlik what the timeline might be for making changes to the intersection.

Kadlik replied that he first needs to get the plans from Berry.

The Board reviewed a list of traffic calming requests drafted by Chief Irving.

Lowery asked Chief Irving about the status of traffic calming on Pelham Island Road.

Chief Irving noted that he was not aware of the status of Traffic Calming on Pelham Island Road.

Chief Irving discussed with the Board the status of traffic calming on Stonebridge Road and pending changes to speed limits currently awaiting State approval.

Lowery noted that communication with residents is necessary for traffic calming requests.

The Board discussed scheduling a public meeting to address traffic calming requests.

Lowery asked if any action is needed on Pelham Island Road.

Kadlik replied that there is no action necessary that he is aware of.

Lowery requested the Board review the minutes of the 1/22/14 Board of Public Works meeting regarding Pelham Island traffic calming.

Lowery noted that a traffic calming hearing for Pequot Road will be scheduled once traffic counts are obtained by the DPW.

Chief Irving noted that there have been a number of accidents that have occurred at the intersection of Pinebrook Road, Old Connecticut Path, and Rice Road, and suggested that the end of Pinebrook Road be narrowed to make intersection more evident.

Discussion on Designating Town Green Spaces for Youth Sports Practice as Alternatives to Fields

Kadlik noted that he spoke to Recreation Director Nancy McShea, who informed him that the request was discussed by Recreation Commission, whose opinion was that they would not advocate that any areas be used that were not designed for the sport to be played on it.

Lowery noted that many of the open green spaces in Town fall under the purview of the Conservation Commission.

July 4th Weekend Storm Response

Lowery read a letter sent by Anette Lewis, thanking the DPW for the job done cleaning up in response to the 7/3/14 storm.

Lowery noted that a large amount of overtime was expended for storm cleanup.

Kadlik discussed with the Board conversations he has had with Town Administrator Bob Mercier and Finance Director Brian Keveny regarding the overtime expended for storm cleanup.

Kadlik described damaged incurred to the generator on Reeves Hill Pump Station due to a lightning strike during the storm; and noted that the communication systems for Police and Fire Departments were also damaged from the lightning strike on Reeves Hill.

Kadlik noted that Keveny and Mercier wanted to address this in the spring, which Kadlik advised them against.

Kadlik continued to describe the extent of damage that occurred in the Town as a result of the 7/3/14 storm.

Lowery expressed his desire for the Finance Committee to create an emergency fund to address issues such as this storm.

Lowery noted that the Town Administrator, Assistant Town Administrator, and the Chairman of the Board of Selectmen were unavailable immediately following storm; and would like Board to authorize Lowery to discuss establishing an emergency contact to be available to the DPW Director at all times.

Brown asked what the purpose of calling them was.

Kadlik replied that it was to get the Board of Selectmen to declare a state of emergency, which would allow the DPW to do what is necessary in the interest of Town safety.

Mishara made motion to authorize Lowery to have a discussion concerning emergency response protocol. Goldsmith 2nd, all in favor.

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Board Members' Reports, Concerns, and Updates

Lowery asked if a state of water conservation has been implemented yet.

Kadlik replied that it has not yet been implemented.

Wegerbauer noted that there is no sign warning of a sharp turn when travelling northbound on Rice Road near Turkey Hill, and suggested that signage should be explored.

Kadlik added that he would discuss the potential installation of a sign with the Chief Irving.

Brown noted that the Town Administrator Selection Committee met on 7/8/14, and made a recommendation for Board of Selectmen to interview finalists on 7/15/14.

Brown asked what the status of the DPW Director selection process is.

Lowery noted that the committee will meet on Thursday in hopes of making a recommendation.

Brown asked if the Board of Public Works will have the opportunity to talk to any of the candidates.

Lowery noted that the Board of Public Works could make their views known to the Town Administrator, but the Board would not meet any of the candidates unless they made arrangements to do so.

The Board determined that they would like to request that they meet the candidates for DPW Director.

Brown noted that it may be necessary to convene in executive session to interview candidates.

Goldsmith discussed with the Board the process of setting water rates, and discussed his concerns regarding the future status of the water budget.

The Board discussed the planning of the Baldwin Pond membrane replacement.

Goldsmith noted that he would like a discussion regarding the finances be placed on an upcoming agenda.

Lowery suggested to the Board that one meeting be dedicated to discussing issues related to water.

Lowery distributed a handout from a previous Surface Water Quality Committee meeting, and discussed the maintenance of catch basins with the Board.

Lowery restated the request of the Surface Water Quality Committee for assistance from the DPW to look into catch basins on Simpson Road.

Lowery noted the Surface Water Quality Committee is concerned with drainage at Mansion Beach, and that they hope to put together a plan to improve the drainage in the area.

Lowery temporarily removed himself from his position as Chair to make a public comment.

Brown, acting Chair, made a request for public comment.

Public Comment

Mike Lowery, 120 Lake Shore Drive – Noted that he has requested road improvements to Lake Shore Drive, but has been told in past the Lake Shore is not accepted street.

Lowery then provided a list provided by the Town Clerk's Office listing Lake Shore Drive as an accepted street.

The Board then discussed the status of Lake Shore Drive.

Anette Lewis noted that part of the road is considered an accepted street and part is not.

Lowery noted that other residents of Lake Shore drive have similar concerns.

Brown asked what the next step concerning the status of Lake Shore drive should be.

Lowery added that he would like the Town Clerk to determine if the listing of Lake Shore Drive as an accepted street is correct or not.

Lewis added that the Town Surveyor should also be consulted for clarification.

Topics not Reasonably Anticipated by the Chair 48 hours Prior to Posting, if any

Lowery noted that an agreement from Danforth Green has been given to the Board to request that their permit be assigned to another firm.

Kadlik explained the status of the project, and added that under previous agreement, a building permit cannot be granted until changes to the intersection of Old Connecticut Path and West Plain Street are completed.

Goldsmith noted that he felt a legal opinion needs to be made to know if the permit is actually assigned to Danforth Green or the actual land owner.

Kadlik referred to Article 19 of the order of conditions concerning the assignability of the permit.

The Board discussed the current status of the Danforth Green development.

Lowery noted that he is not prepared to act on this until legal counsel could review and advise the Board.

Wegerbauer made a motion that it is the sense of the Board that we would be willing to assign those rights at the time it became necessary, subject to all the proper actions and requirements listed in the Order of Conditions are met by Baystone Developers.

Lowery 2nd.

Brown noted that the Board has no legal opinion yet.

Wegerbauer added to the motion that it is subject to the approval by Town Counsel.

Wegerbauer and Lowery in favor, Goldsmith and Brown oppose – Motion Failed.

Kadlik noted that there was a sense of urgency with the developer for the Board to make a determination.

Lowery asked that this issue be referred to Town Counsel prior to signing the agreement.

Lowery made motion that the opinion of Town Counsel be sought prior to signing. Goldsmith 2nd, all in favor.

Lowery noted that Kadlik should talk to bob Mercier to get this issue resolved as quickly as possible.

Review and Approve Minutes

Goldsmith noted that he was not present for meeting.

Lowery noted that ‘High Gate Road’, as referenced on page 3, should be ‘Highgate Road’.

Brown made motion to approve minutes of the 6/26/2014 meeting as amended. Goldsmith 2nd, all in favor.

Executive Session for Purpose of Approving Executive Session Minutes from the 6/11/14 Meeting

Lowery made a motion that the Board of Public Works enter into executive session pursuant to Massachusetts General Laws Chapter 30A, Section 21(a)(3) for the purpose of approving the executive session minutes from the 6/11/2014 meeting.

Brown 2nd.

Roll Call Vote: Lowery aye, Goldsmith aye, Brown aye, Wegerbauer aye

The Board entered executive session at 9:22 PM

Lowery invited the attendance by Dan Cabral and Stephen Kadlik of the DPW.

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

The Board reconvened in open session at 9:26 PM

Kadlik updated the Board on the status of the sales landfill stickers using the new credit card payment option.

Brown made a motion to adjourn.

Lowery 2nd, all in favor.

Meeting adjourned at 9:29 PM