

# WAYLAND BOARD OF PUBLIC WORKS

Wayland Town Building

October 8, 2014

7:00 PM

## MEETING MINUTES

M. Lowery (Chair), C. Brown, B. Goldsmith, J. Mishara, M. Wegerbauer (Arrived 7:38), S. Kadlik (Director)

Meeting opened at 7:00 PM

(Lowery announced that the meeting is being broadcast live and recorded)

Lowery opened the meeting with a review of the agenda.

Lowery made a request for public comment.

### **Public Comment**

Tom Largy, member of the Surface Water Quality Commission, appeared before the Board to discuss a recent water leak in the wooden dam at Mill Pond.

Largy distributed two images to the Board illustrating the issue.

Largy described efforts made to repair the issue and the current state of the Mill Pond dam.

Goldsmith suggested the creation of an inventory of the Town's dams and an analysis of their current condition.

Kadlik noted the he had spoken with Brian Monahan of the Conservation Commission about inventorying the Towns dams.

### **Public Comment**

Kurt Upham, of 18 Millbrook Road, appeared before the Board to discuss his concerns over traffic on Millbrook Road.

Upham expressed his concern for the speeds at which traffic travels on Millbrook, and noted there are few speed limit signs posted on the street.

Upham noted that, in his opinion, speed bumps are needed on the road.

Lowery informed Upham of the procedure for traffic calming, and described the process involved.

Lowery encouraged Upham to review the traffic calming procedures on the DPW website and gather signatures of residents.

## **Review and Approval of Updated Cemetery Rules and Regulations**

Kadlik described the necessity of updating the Cemetery Rules and Regulations to address any ambiguity in the current regulations.

Kadlik noted that no substantive changes have been made; the existing regulations were given more specificity.

Lowery noted that diagrams and photos in previous iterations should also be included in the current copy of rules and regulations.

Brown asked if there is a plan to send the new rules out to existing plot owners.

Kadlik noted that methods of distribution were still being under consideration.

Lowery expressed his desire for the Cemetery Rules and Regulations be included in the Town Code/Bylaws section of the Town website.

Mishara and Lowery provided copies of suggested edits, and noted that they were not substantive in nature.

Brown made a motion to accept the updated Cemetery Rules and Regulations, with the edits suggested by Lowery and Mishara.

Goldsmith 2<sup>nd</sup>, all in favor.

Lowery noted the presence of Town Administrator Nan Balmer and welcomed her to the meeting.

## **Review of Periodic Financial Reports Required by the BoPW**

Goldsmith provided a spreadsheet of the reports he felt the DPW should provide for the Board's review and discussed the reports outlined.

## **DPW Director's Report**

Kadlik reviewed the Director's Report provided to the Board.

Kadlik discussed the status of the intersection of Routes 27 and 30, and described a recent meeting.

Mishara noted that the intersection has already appeared before Town Meeting and wondered if it was necessary to bring it before Town meeting again.

Mishara asked about the temporary changes to the intersection of East Plain, School, and Commonwealth intersection, and noted that the Board of Selectmen felt there may potentially be TIP funding available from the state.

Mishara asked what, if any, state funding mechanisms may be available for the project.

Kadlik noted that Ch.90 funds may be potentially available, but TIP funding would be unlikely.

Brown asked Kadlik about water billing issues pertaining to the water accounts of 16 Saddlebrook in Natick and 234 Boston Post Road.

Kadlik discussed 234 Boston Post Road, described the process that has occurred to date, and noted that their irrigation system is operational without a permit.

Lowery noted that he would like to see future irrigation installations installed on a separate water meter.

Kadlik noted that representatives of 234 Boston Post Road are tentatively planning to appear before Board on October 22.

Lowery noted that the representatives should appear before the Board with stamped engineered plans.

Brown asked Kadlik if, in his opinion, the irrigation system of 234 Boston Post Road was being operated with willful disregard of regulations, or as the result of an oversight.

Kadlik noted he was unsure.

Lowery clarified that the intention with which the irrigation system was being operated was inconsequential.

Kadlik discussed the status of 16 Saddlebrook, and described a previous agreement the homeowner had with previous DPW Director Don Ouellette to pay his past-due water bill.

Kadlik noted the amount owed is currently over \$8700.

Kadlik noted that he believed the water service would have to be shut off to the entire residence, and could not be shut off to just the irrigation system.

Lowery noted that the Board of Health had to be notified to shut water off, but their permission to do so was not needed.

Wegerbauer suggested that the Board of Health be consulted prior to taking action.

Lowery asked if the line could be capped where the irrigation meter splits off.

Kadlik replied that he would have to refer the question to the Water Division technicians.

Mishara asked Kadlik if a comparison between the current and previous year's Transfer Station sticker sales could be included in future reports.

Kadlik responded that it could be included.

Kadlik described the current status of current Transfer Station upgrades.

Lowery suggested that a sign be erected to inform Transfer Station users that bottles and cans are not currently being collected separately from single-stream recycling.

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

Brown noted that the Permanent Municipal Building Council (PMBC) met last week, and the new DPW Facility is currently on time and on budget.

Brown provided a financial report from the PMBC to the Board for review.

Lowery added that Ameresco may still want to install solar panels on the roof.

Goldsmith discussed his desire to see a breakdown of the designated and undesignated fund balance of the Water Division.

Brown noted that Kadlik provided that information for the Board's review at a past meeting.

Goldsmith noted his desire to project future water demand versus our production capacity from the Town's wells.

Goldsmith discussed a recent article in the Wall Street Journal regarding the utilization of Compressed Natural Gas (CNG) as a fuel source for commercial vehicles.

Kadlik noted that most CNG tests have been done in warmer climates and expressed his concern for the performance of CNG fueled equipment during winter.

Lowery discussed the current status of the landfill access road appeal.

Wegerbauer noted that the River's Edge Advisory Committee met recently, and updated the Board on the current status of the committee.

Lowery discussed a recent inspection of Old Stone Bridge at the request of the Historical Commission by a consultant.

Lowery noted the historical significance of the bridge, and added that it would cost approximately \$900,000 to repair the bridge.

Kadlik distributed an update on the Town's Water Projects, as provided by Tata & Howard.

### **Initial Discussion FY2016 Operating Budget**

Kadlik discussed the budget summary provided to the Board, outlining funds appropriated in FY14, funds expended in FY14, and funds appropriated in FY15.

Tom Abdella of the Finance Committee appeared before the Board to discuss the status of the DPW operating budget.

Abdella requested that a copy of the operating budget numbers be emailed to him.

Goldsmith requested that revenue projections be provided as well.

Abdella requested that Kadlik meet with him for a briefing of the operating budget prior to presenting it to the Finance Committee.

The Board continued to discuss the status of the DPW operating budget.

Lowery requested that 15 minutes be reserved at the end of the upcoming October 22 Tree Hearing to discuss the FY16 operating budget.

Lowery asked that the Finance Department provide a breakout of the amount of funds that were abated from water bills.

### **Review and Approve Minutes**

Lowery and Goldsmith suggested several amendments to the Minutes provided for review.

Brown made a motion to accept the minutes of the 9/23/2014 BoPW Meeting as amended.

Mishara 2<sup>nd</sup>, all in favor.

### **Joint Meeting with WWMDC to Discuss Possible Merger of Wastewater Management into the DPW**

Fred Knight, Sam Potter, and Rick Greene of the Waste Water Management Committee (WWMDC) appeared before the Board to discuss a possible merger with the DPW.

Fred Knight, WWMDC described the current status of the WWMDC and the role of the commission.

Lowery noted that Article 18 of the 2011 Annual Town Meeting, which proposed such a merger, was voted down.

Lowery noted that in his opinion, the fear of the management process, legal concerns, and various unknowns resulting from a merger were possible reasons the Article failed.

Potter discussed the current status of the lawsuit against the WWMDC, noting that it is currently under appeal.

Mishara asked if there is insurance on the judgment.

Potter noted there is no insurance that he is aware of.

Potter noted that the cost of the Waste Water Treatment Plant (WWTP), as well as how it would be paid for, were unknown in 2011 but are now known.

The Board discussed the permitted capacity of the WWTP.

Potter noted that the permitted capacity remains unchanged at 52,000 gallons per day (GPD).

Knight noted that they have requested an increase of capacity to 80,000 GPD, but the request has not yet been granted.

The Board discussed the status of betterments with the WWMDC.

Greene proposed the possibility of creating a separate Water & Sewer Board to oversee both entities.

Lowery asked about the status of the oversight of the WWTP.

The WWMDC discussed the duties of White Water, who is the contractor in charge of running the WWTP.

Lowery asked the WWMDC how they feel it benefits the Town to have one combine waste water management with the DPW.

Greene replied that in his opinion, the Board could be reconfigured, with water and waste water functions being combined.

Mishara suggested that the WWMDC speak to the Town Administrator and the Board of Selectmen about potential changes.

### **Discussion on the Potential Scheduling of Traffic Calming Hearing**

Lowery distributed a handout outlining the status of potential traffic calming requests and discussed them with the Board.

Wegerbauer noted that he believes that traffic calming data has been taken on Glen Road.

Kadlik noted that he has asked Lt. Swanick if data exists for Glen or Pelham Island Road, and is awaiting his response.

Lowery noted that all necessary data is available to proceed with a traffic calming hearing for Pequot.

The Board discussed the status of installing speed bumps on Glezen East.

The Board discussed funding options to address traffic calming requests.

Kadlik expressed his concerns about the costs associated with the installation and maintenance of speed bumps.

Mishara suggested that alternative methods of traffic calming be considered.

Goldsmith expressed his opinion that alternative to speed bumps be explored.

Goldsmith expressed his desire for an update from Chief Irving regarding traffic calming requests.

The Board determined that they will have meeting on 10/15/2015 to discuss the status of traffic calming.

**Executive Session for the Purpose of Approving Executive Session Minutes from the 9/10/2014 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 9/10/2014 Board of Public Works Meeting.

Brown 2<sup>nd</sup>.

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

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

Brown 2<sup>nd</sup>.

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

Lowery noted that the Board would reconvene in open session in approximately five minutes.

The Board entered into executive session at 9:53 PM.

The Board reconvened in open session at 9:56 PM.

Brown made a motion to adjourn.

Wegerbauer 2<sup>nd</sup>, all in favor.

Meeting adjourned at 9:57 PM.