

WAYLAND BOARD OF PUBLIC WORKS

Wayland Town Building

June 23, 2015

7:00 PM

MEETING MINUTES

Present: C. Brown (Chair), M. Lowery (Vice Chair), W. Baston, J. Mishara, M. Wegerbauer, S. Kadlik (Director)

Meeting opened at 7:00 PM

(Brown announced that the meeting is being recorded)

Brown opened the meeting with a review of the agenda.

Brown asked for public comment

Public Comment

Richard Turner of 7 Nob Hill Road appeared before the Board to note that two town cemeteries do not currently have flag poles. Turner distributed a quote he obtained for the purchase and installation of flag poles.

Turner described potential methods in which WayCam can broadcast from the new DPW Facility.

*Items Distributed for Information and Use by the Board of Public Works
- Memo re: Quote from Framingham Flag and Banner Company*

Irrigation Application Review: 5 Valley View Road

Connie Schlotterbeck of 5 Valley View Road appeared before the Board to discuss her application for the installation of an irrigation system.

Lowery discussed the status of the pending renewal of the Town's water withdrawal permit, and the potential restrictions that may be imposed on irrigation system usage as a result.

Lowery urged Schlotterbeck to consider water conservation measures in her installation and use of an irrigation system.

Mishara made a motion to accept the irrigation permit of 5 Valley View Road.

Baston 2nd.

Baston, Mishara, Brown, and Wegerbauer in favor. Lowery opposed.

Items Included as Part of Agenda Packet for Discussion

- 2015-06-10 Completed Irrigation application Permit for 5 Valley View

Consideration for Articles to Bring to Fall Town Meeting

- Glezen East Traffic Calming

Kadlik noted that the DPW does not need to seek funding at Fall Town Meeting, as he will complete the work using the Town's contracted paving company utilizing operation expenses.

Mishara asked if the changes to the Parkland & Charles intersection have been completed.

Brown noted that this capital request can be bypassed, as two speed bumps will be installed on Glezen East under the DPW operating budget.

Items Included as Part of Agenda Packet for Discussion

- 2015-06-10 Email from Tom Abdella regarding traffic calming capital requests

- 2014-11-13 Capital Appropriation Request for Glezen East Permanent Speed Bumps

- Water Use Restriction Bylaw Change

Kadlik noted that Tata & Howard is working on a draft of a potential bylaw change.

Lowery discussed the regulation of private wells as a potential future usage restriction.

Items Included as Part of Agenda Packet for Discussion

- Current Ch.190 Water Usage Bylaw

-Temporary Sign Bylaw Change

Lowery noted that he had conferred with Town Counsel Mark Lanza, and distributed a summary of his meeting for the Board's review.

Lowery proposed the potential designation of specific areas under the Board's purview where temporary signs would be permitted.

Lowery clarified that the potential change would regulate signs only within the Town's right-of-way.

Items Included as Part of Agenda Packet for Discussion

- Current Ch. 198-502 Temporary Sign Bylaw

- 2015-04-28 Draft of potential DPW/BoPW Policy for Temporary Signs in the Right-of-Way\

Items Distributed for Information and Use by the Board of Public Works

- 2015-06-11 Email from Mike Lowery summarizing meeting with Town Counsel

- Funding for School / East Plain / Route 30 Intersection

Kadlik noted that he is currently seeking an estimate from TEC for the cost of design.

Baston asked when the deadline for Fall Town Meeting is.

Brown clarified that there a Fall Town Meeting has not yet been officially scheduled, but the Board wants to be prepared should there be one.

- Five Paths Intersection

Kadlik noted that an article would be seeking funding for the final design of the intersection.

Kadlik noted that a scope of the project will be provided by TEC for Board review prior to the potential Fall Town Meeting deadline.

- Traffic Calming Funding

Mishara inquired about the potential for bringing forth an article for Fall Town Meeting seeking funding to address traffic calming requests.

The Board discussed their preferred method for seeking traffic calming funding, noting that it was their sense to seek funding on an individual basis for specific traffic calming measures.

FY2016 Transfer Station Sticker Fees Board Vote

Wegerbauer noted that the intent is to examine the state of the Transfer Station budget at the end of each fiscal year and subsequently assess the fee structure for the new year.

Kadlik described the current status of the Transfer Station Budget.

Wegerbauer discussed the history of the Transfer Station sticker fee rates.

The Board debated what the ideal balance of the Transfer Station revolving fund should be.

Brown requested that the Transfer Station budget for FY2017 be discussed by the Board on or around March 1, 2016.

Kadlik discussed fluctuations in the revenue streams in the Transfer Station Budget.

Mishara noted that as FY2016 stickers are already on sale, he supports continuing the current fee schedule, but urged that the discussion begin earlier next year.

Mishara made a motion to maintain the sticker fee price of \$155 and other fees as they were in FY2015.

Brown 2nd.

Baston noted that he is in favor of maintaining the current rate structure.

Wegerbauer made an amendment to reduce the fee of \$150 per year.

Lowery 2nd Wegerbauer's amendment.

Lowery and Wegerbauer in favor of amendment. Baston, Mishara, Brown opposed.

The Board discussed the budget of the Transfer Station, including the amount budget from the general fund.

Board vote on original motion: Baston, Mishara, Brown, and Lowery in favor. Wegerbauer opposed.

Lowery made a motion that the DPW do not begin selling Transfer Station stickers until the Board has had the opportunity review and vote on the sticker sales.

Baston 2nd. All in favor.

Items Included as Part of Agenda Packet for Discussion

- *Transfer Station Sticker Application Form*
- *2015-06-17 Transfer Station Budget Summary*

Operational Update from Director

Wegerbauer noted that it is his recollection that three speed bumps were proposed for Glezen Lane East.

Kadlik noted that two temporary speed bumps were installed on Glezen East, and a third location was considered, but its proposed location proved unfeasible.

Kadlik discussed the paving of the intersection of West Plain and Old Connecticut Path, and noted that it was paved on Friday as anticipated.

Lowery noted that response from residents in the area of the intersection has been very positive.

Kadlik noted that the Pequot Road intersection reconfiguration is currently underway in conjunction with road resurfacing.

Kadlik discussed the Water Study proposal submitted by Woodcock and Associates.

Lowery noted that the scope of the proposal is more expansive than he had originally anticipated.

Kadlik added that he had reviewed the proposal with Tata & Howard, who noted the proposed scope of work would be beneficial for the Water Division.

The Board discussed whether the tasks in the Woodcock & Associates proposal should be re-ordered and prioritized.

Wegerbauer discussed water rate studies that have been conducted in the past and their associated costs.

The Board discussed the status of retained earnings of the Water Division.

Lowery made a motion to ask Mr. Woodcock to provide a cost estimate for task 5, ‘Perform Data Analysis and Detailed Rate Study’ of the proposal.

Wegerbauer 2nd. All in favor.

Lowery requested that a review of Woodcock & Associates’ proposal be placed on the next agenda for Water Superintendent Don Millette to advise.

Kadlik noted that the coliform retest came back clean, with the previous positive test attributed to a sampling error.

Kadlik discussed the current status of easements obtained for the Route 27 / Route 30 intersection reconfiguration.

Kadlik noted that the transformer for the Happy Hollow Well Site was delivered today, with the wells scheduled to be switched in August to September.

Kadlik added that the wells will be shut down for at least two weeks during the transition.

Lowery asked if water use restrictions should be increased during the transition.

Kadlik replied that they will be increased in conjunction with the transition.

Baston asked Kadlik about how the new DPW Facility will be cleaned.

Kadlik replied that it will be serviced by a cleaning company three days a week, to be paid for by the Facilities Department.

Items Included as Part of Agenda Packet for Discussion

- 2015-06-18 DPW Director’s Report
- 2015-06-18 Emails from Mikel Myers (TEC) and Jeremy McSorley (Greener Group) re: West Plain / Old Connecticut Path intersection
- Route 27 / Route 30 Intersection Easement Status Spreadsheet
- 2015-06-17 Raftelis Financial (Woodcock & Assoc) signed scope of work

Items Distributed for Information and Use by the Board of Public Works

- 2015-06-09 ‘Town of Wayland Planning and Financial Consulting Services’ Proposal from Woodcock & Associates

Board Members’ Reports, Concerns, and Updates

Wegerbauer asked about affidavit relating to the Landfill property.

Kadlik noted that he has signed it and a copy has been forwarded to the River’s Edge Advisory Committee.

Lowery noted that the 6/20/15 Grand Opening of the new DPW Facility went very well.

The Board determined that the next meeting will be held on Wednesday, July 15 at the new DPW Facility, with the first agenda item being a Public Water Rate Hearing.

The Board discussed the process of setting water rates, including the desired time frame as well as the information needed.

Brown requested that the year-end balance of the Water Division retained earnings be obtained from Finance on or around July 1.

Public Comment

Marsha Berger of 48 Sedgemoor appeared before the Board to discuss a water treatment process eliminating organic contaminants from water.

Berger noted that she is seeking to apply for a grant, but to do so needs to partner with a Town.

Berger noted that she is requesting to take water samples from different stages of the water treatment process.

Lowery suggested that Berger meet with Water Superintendent Don Millette to discuss.

Board Members' Reports, Concerns, and Updates

Lowery described the results of his recent meeting with the School Committee regarding the status of the artificial turf field and suggested that the progress of the fields be revisited with Facilities Director Ben Keefe in a year.

Lowery noted that he requested the School Department contact Lisa Eggleston regarding the optimal locations for the installation of the sentinel wells.

Lowery discussed the Framingham Birch Road Wells, located near the Happy Hollow Well Site, that are currently budgeted for construction.

Lowery expressed his concern for their effect on the Happy Hollow Wells should the Birch Road Wells tap into the aquifer.

Kadlik discussed the status of the Birch Road Wells and discussed their current condition.

Baston discussed a recent Community Preservation Committee meeting, and whether a water tank could be placed on a hill at the Mainstone Farms site.

Baston noted that the CPC did not feel it appropriate to place a water tank on land they purchased, but that DPW should contact the owners of Mainstone Farms about potentially purchasing land for the construction of a water tank.

The Board discussed the site of the former water tank on Reeves Hill.

Kadlik noted that it is his recollection that a water tank could not be reinstalled on Reeves Hill.

Baston noted that the CPC will be considering articles for Town Meeting in September, and wondered whether they should seek funding to construct paths on BOPW-controlled parcels.

Lowery noted that the Mill Pond area is Park land, and may potentially be a good location for the creation of a path.

The Board discussed areas around Dudley Pond where paths could be constructed.

Baston noted potential locations for soccer field installations, specifically the Loker Conser

Mishara noted that the Grand Opening of the new DPW Facility was very successful.

Topics Not Reasonably Anticipated by the Chair 48 Hours Prior to Posting

The Board discussed the recent traffic calming request received for Davlin Road.

Kadlik noted that brush was trimmed back already, damaged signs replaced, and the request for a stop sign forwarded to Chief Irving.

Brown noted that he would like permission from the Board to contact the resident advising her of the current state of her traffic calming request.

Lowery cautioned not to give the resident the impression that the Board will be scheduling a traffic calming hearing.

Lowery asked if there is any need to have an accident history of the intersection.

Kadlik replied that he does not feel it is necessary.

Review and Approve Minutes (Delivered in Advance of the Meeting)

Mishara noted an addition to his amended motion located on page 1: "...to include a clarification that nothing in the transfer language should 'limit the ability of the Board of Public Works to access the Locus, by temporary easement, or otherwise to comply with the DEP 322-808 Order of Conditions.'"

Mishara noted on page 2 'significant ongoing and one-time increased ongoing funding levels to maintain current operations.'

Wegerbauer made a motion to accept the minutes of the 6/9/15 meeting as amended

Mishara 2nd, all in favor.

*Items Included as Part of Agenda Packet for Discussion
- Board of Public Works 6/9/2015 Meeting Minutes Draft*

Lowery made a motion to adjourn.

Baston 2nd, all in favor.

Meeting adjourned at 9:03 PM.