

WAYLAND BOARD OF PUBLIC WORKS

Wayland DPW Facility

February 23, 2016

7:00 PM

MEETING MINUTES

Present: M. Lowery (Acting Chair), W. Baston, J. Mishara, M. Wegerbauer, S. Kadlik (DPW Director)

Participating Remotely: C. Brown

Meeting opened at 7:00 PM

Lowery stated that Brown will be participating remotely due to geographic distance.

Lowery stated that a quorum of the Board of Public Works is physically present at the meeting, all persons are audible to one another, and all votes will be roll call votes.

Lowery announced that the meeting is being recorded.

Lowery opened the meeting with a review of the agenda.

Lowery asked for public comment – there was none

Discussion and Vote of ATM Articles (TEC in attendance)

Article AA: Transfer Custody of Small Portion of Lakeview Cemetery

Lowery noted that a map has been prepared indicating the area to be transferred for publication in the Town Meeting Warrant.

Article BB: Improve Five Paths Intersection (Signaling & Pedestrian Crossing)

Lowery noted that the Finance Committee voted to support the article.

Lowery noted that the Board of Selectmen wishes to reduce the number of articles at Town Meeting, and requested that the Board consider delaying the article until Fall Town Meeting.

Mishara clarified that the Board of Selectmen only requested the delay in an effort to shorten Town Meeting, and offered no objection to the article itself.

Brown asked Kadlik what impact on the construction time frame a delay of the article would have.

Kadlik noted that project would be delayed one year if the article was moved to the November Town Meeting.

Mikel Myers of TEC noted that both projects could be bid out together to obtain more competitive bids.

Lowery suggested that the Board limit their time speaking to the article at Town Meeting to 5 minutes or less.

Article CC: Fund Permanent Reconfiguration of the Intersection of East Plain Street, School Street, and Route 30 (Commonwealth Road)

Lowery noted the Finance Committee and the Board of Selectmen voted in favor of the article.

Lowery requested that the location of ‘one-way’ signage be added to the graphic to be presented at Town Meeting.

Mishara asked if the flashing stop sign currently used at the intersection will be retained.

Myers responded that the flashing stop sign will continue to be used.

Wegerbauer noted that in regards to the Five Paths intersection, vehicles often have a difficult time turning right off Old Connecticut Path onto Cochituate Road.

Myers noted that the current plans will offer slight improvements, and he would investigate whether further improvements could be incorporated.

The Board discussed the current status of pedestrian crossings at the Five Paths Intersection as well as potential changes to the crossings.

Article DD: Accept Modified Route 30 and 27 Intersection as a Town Way

Brown asked that a map be prepared of the intersection for presentation at Town Meeting.

Article EE: Regulating Temporary Signs within Town Rights-of-Way

Lowery noted that the Board of Selectmen requested the article be delayed to allow for a more collaborative effort between Boards to be made prior to presentation at Fall Town Meeting.

Lowery made a motion that Article EE be withdrawn from Annual Town Meeting and instead presented at Fall Town Meeting.

Baston 2nd

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

Items Included as Part of Agenda Packet for Discussion

- BOPW-sponsored article list

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

- 2/17/2016 TEC Five Paths Intersection Improvements image

-2/17/2016 TEC East Plain, School, Route 30 Intersection improvements image

Discussion and Vote of ATM Article: Adopt MGL44, Revolving Accounts

Lowery noted that the Board of Selectmen are seeking to comply with State law regarding the administration of Revolving Funds.

Lowery made a motion that the Board accept the terms of Article S relative to the Transfer Station.

Wegerbauer 2nd

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

Items Included as Part of Agenda Packet for Discussion
- Draft of article re: Departmental Revolving Funds

Discussion of Water Rates and Payments for Town-Owned & Community Facilities

Mishara asked if the bills issued to Town-owned facilities are paid as they are issued.

Kadlik confirmed that the bills are paid by facilities as they are issued.

Lowery noted that Tighe & Bond's annual survey showed that only one town locally has adopted a separate municipal water rate.

Brown noted a financial analysis needs to be conducted before the issue is addressed.

Lowery discussed the potential irrigation of athletic fields by the Recreation Department and expressed his support for the establishment of a separate rate for irrigation systems.

Brown suggested that Chris Woodcock look into the establishment of a municipal rate structure and its potential impact on the Water Enterprise Fund balance.

Kadlik described the status of seasonal meters.

Lowery requested a spreadsheet tracking municipal water usage for 1 year.

Lowery noted that the water rates for Town-owned facilities should be discussed as part of the next water rate hearing.

Lowery asked Water Division Superintendent Don Millette when he would prefer to have a water rate set.

Millette replied that he would prefer rates to be set in May or June.

Lowery requested that an initial discussion of water rate setting be placed on an agenda shortly after Town Meeting.

Items Included as Part of Agenda Packet for Discussion

- 2015 Facilities and Water Service Bills
- 2015 School & Water Service Bills
- List of Town-Owned and Community Facility Meters

Discussion of Library Drainage

Lowery noted that a schedule has been received and that a contractor is slated to be on sight within the next week.

The Board discussed the status of the water pumps and the process for their deployment.

Lowery requested that a photo of the pumps be taken and a brief explanation of their operation be provided to the Board of Library Trustees.

Items Included as Part of Agenda Packet for Discussion

- Tighe & Bond Library Drainage Mitigation Project Work Schedule
- 2/17/2016 Email from Janet Moonan of Tighe & Bond re: Update on Library Drainage Project

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

- 2/19/2016 Email from Janet Moonan of Tighe & Bond re: Vacuum Excavation to ID Utilities for Library Drainage Project

DPW Director's Financial Report

Kadlik described the current state of the budget, noting that vehicle repairs due to damage during snow operations have been costly.

Items Included as Part of Agenda Packet for Discussion

- 2/18/2016 DPW Budget Summary

Board Members' Reports, Concerns, and Updates

Mishara asked about the removal of brush along the roads due to storm damage.

Kadlik replied that crews are working throughout town to remove limbs and brush that have fallen from Town trees.

Lowery expressed his concern over a large tree limb overhanging the Town Hall driveway leading to Pelham Island Road.

Lowery asked Millette about the status of the Happy Hollow Well cutover.

Millette replied that the water sampling and alarm testing process is currently underway in preparation for DEP inspection.

Lowery requested that a discussion of cemetery fees occur at a meeting shortly after Town Meeting.

Brown noted that the Recreation Commission would like to meet with the Board of Public Works at the next meeting to discuss field maintenance.

Brown noted that a traffic calming request has been received from residents on Parmenter Road, and requested that an initial discussion be placed on the next agenda.

Review and Approve the Minutes of the 2/9/2016 Meeting

Wegerbauer asked if Millette would be conducting a file review with the DEP regarding the Framingham Birch Road Wells.

Millette replied that he could conduct the review after the DEP Annual Report is submitted and the Consumer Confidence Report is completed.

Wegerbauer made motion to accept the minutes of the 2/9/2016 meeting.

Lowery 2nd

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

Items Included as Part of Agenda Packet for Discussion
- 2/9/2016 Meeting Minutes Draft

Brown noted that the next Board of Public Works meetings will occur on 3/8/16 and 3/22/16.

Wegerbauer made a motion to adjourn.

Baston 2nd.

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

Meeting adjourned at 8:29 PM