

# WAYLAND BOARD OF PUBLIC WORKS

Wayland DPW Facility

April 26, 2016

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 noted that the meeting is being recorded.

Brown opened the meeting with a review of the agenda.

Brown asked for public comment – there was none.

### **Election of Chair and Vice Chair**

Brown nominated Lowery for Vice Chair.

Mishara 2<sup>nd</sup>.

Baston, Brown, and Mishara in favor. Lowery abstain.

Lowery nominated Brown for Chair.

Baston 2<sup>nd</sup>.

Baston, Lowery, and Mishara in favor. Brown abstain.

### **Physical Alteration Permit – 150 Main Street**

Phil Henry of Civil Design Group and Matthew Levy of 150 Main Street, LLC appeared before the board to discuss their Physical Alteration Permit application.

Brown noted that the permit has not changed since the last permit was issued.

Lowery asked if the plans submitted with the Physical Alteration permit are modified, would a new permit need to be filed.

Henry and Levy confirmed a new permit would need to be filed.

Mishara made a motion to approve the Physical Alteration Permit for 150 Main Street.

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

*Items Included as Part of Agenda Packet for Discussion*  
*- 8/19/2015 Physical Alteration Permit and associated plans*

**Discussion of Water Meter Testing Results Regarding the Request for Water Abatement of 92 Commonwealth Road**

Lowery asked how much it cost the Water Division to test the meter.

Water Superintendent Don Millette noted that it cost the Water Division about \$135, but the Town is legally allowed to charge no more than \$3 for the test.

Millette suggested that in the future the cost of testing a meter be paid directly by the homeowner.

Lowery made a motion that a letter be sent to 92 Commonwealth Road, confirm the amount they had paid and granting them a credit for any interest charges.

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

*Items Distributed for Information and Use by the Board of Public Works*  
*- Documents from 12/15/2015 Abatement Request*  
*- 1/15/2016 Water Meter Testing Results from Regan Supply & Testing Service*  
*- 4/10/2016 Letter and copy of check from Sandra Masters of 92 Commonwealth Road re: payment of water bill.*

**Irrigation Permit Review – 79 Glezen Lane**

John Renterghem of 70 Glezen Lane appeared before the Board to discuss his application for the installation of an irrigation system.

Brown asked Kadlik if he has reviewed the application and if all requirements are met.

Kadlik confirmed that he has and the proposed system is in compliance.

Lowery advised Renterghem that seasonal watering bans may limit times the system may be used, and described the abatement process for water lost due to malfunctioning irrigation systems.

Wegerbauer advised Renterghem about the potential benefits of a Town-wide radio-read meter system, and encouraged his support.

Mishara made a motion to approve the irrigation application for 79 Glezen as submitted.

Wegerbauer 2<sup>nd</sup>.

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

***Items Included as Part of Agenda Packet for Discussion***

*- 79 Glezen Lane Irrigation Application and plan*

**Request for Water Abatement – 20 Pine Needle Road**

Linus and Karen Vachon of 20 Pine Needle Road appeared before the Board to discuss their request for abatement.

Brown described the abatement policy for leaks relating to irrigation systems, noting that abatements are generally granted for only 20% of the value of the lost water.

Wegerbauer made a motion to abate the 9/25/15 water bill for 20 Pine Needle Road for a total of 26,000 units, waiving all interest and fees.

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

Lowery suggested that in the future an irrigation-related abatement could be larger if the homeowner agrees to install a separate irrigation meter.

***Items Included as Part of Agenda Packet for Discussion***

- 11/2/2015 email from Karen Vachon re: Request to File an Abatement*
- 3/14/2016 follow-up email from Karen Vachon re: Request to File an Abatement*
- 11/10/2015 Invoice from Michael Zeolla for repairs to irrigation system*
- Copy of 9/25/2015 water bill and associated usage and payment history.*

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

- Copy of 20 Pine Needle Road Irrigation Application*

**Meeting with Members of the Now-Disbanded Beautification Committee**

Laurel Gill of 242 Stonebridge Road appeared before the Board to discuss the role previously handled by the Beautification Committee.

Kadlik noted that the flower boxes at Oak and Rice have been struck by cars several times, and he feels it is extremely unsafe to continue placing flower boxes on the islands at the intersection.

Kadlik discussed with the Board information provided by Regina Kennedy concerning the specific planting sites previously handled by the Beautification Committee.

Lowery asked if it should be a function of the DPW to maintain aesthetic and decorative sites in Town.

Kadlik suggested a planting container be moved to the island on Woodridge Road.

Lowery suggested several potential locations for planting containers, including Mansion Beach and Mill Pond.

Kadlik expressed his concern that using DPW crews to water the plantings would create an undue disruption to the existing workflow.

Lowery made a motion that the DPW assist with the watering of the applicable plantings formerly maintained by the Beautification Committee for a one-year trial period, subject to re-evaluation prior to setting FY18 budgets.

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

Lowery suggested that a posting be placed on the DPW Facebook page seeking volunteers to assist in maintaining the plantings.

### **Discussion of Road Improvement Plan**

The Board discussed the 2016/2017 Road Resurfacing Program plan.

Lowery noted that there are several factors dictating road resurfacing projects that make accurate long-term planning very difficult.

Kadlik noted that traditionally, road construction has been conducted by scheduling one project on the north side, one on the south side, and one main connector road.

The Board discussed the potential drafting of a long-term resurfacing schedule, but cautioned that it should only be viewed as a guide.

Lowery made a motion that the Board approves the Wayland DPW Road Resurfacing Program 2016/2017, including the roads highlighted in yellow but removing the note that they will be rescheduled to 2018.

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

Brown noted he will invite Finance Committee member Carol Martin to the next meeting to discuss potentially providing a long-term road resurfacing schedule.

*Items Included as Part of Agenda Packet for Discussion*  
*- Wayland DPW Highway – Road Resurfacing Program 2016/2017*

### **Discussion and Possible Board Vote on Draft MOU Between the DPW, Recreation, and School Dept.**

Kadlik described the development of the draft MOU to the Board.

Mishara noted that, in his opinion, the Boards and Commissions should not be parties to the agreement to the MOU.

Lowery asked how actual costs would be tracked relating to the maintenance of specific facilities covered by the agreement.

Lowery noted that the Town's parks are not represented by the MOU.

Baston expressed his concern that the language of the MOU may potentially result in the Board of Public Works relinquishing some of their budgetary approval authority to the Finance Committee.

Lowery suggested that the MOU should be annually reviewed.

Brown suggested that the Finance Director also be included on the committee.

***Items Included as Part of Agenda Packet for Discussion***

*- Draft Memorandum of Understanding Between the Wayland School Committee, Wayland Recreation Commission, and Wayland Board of Public Works.*

**Update on Library Drainage Project**

Kadlik reviewed the update provided by Janet Moonan of Tighe & Bond.

Lowery suggested that Kadlik write a letter to Conservation Administrator Brian Monahan requesting he respond to Moonan's request indicated in her 4/20/16 project update.

***Items Included as Part of Agenda Packet for Discussion***

*- 4/20/2016 email from Janet Moonan re: Library Drainage Project Update*

*- 3/1/2016 MEMA Mitigation Program Quarterly Report*

**DPW Director's Operational Report**

Millette discussed the concerns of a homeowner at 75 Old Sudbury Road about the potential for elevated levels of lead in their water, noting that the water testing results came back negative for lead.

Millette requested the Board's permission to excavate the road in front of 75 Old Sudbury Road to determine if there is a lead gooseneck on the home's water service.

Lowery asked how many potential lead goosenecks may still be in service.

Millette noted that they have determined that approximately 48 may remain in service, but due to the Water Division's corrosion control program, the potential for lead to get into the water is very remote.

Wegerbauer noted that, in his opinion, the digging should be delayed until more information is gathered, as the water has been eliminated as a potential source of the lead.

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

Wegerbauer asked if an analysis has ever been conducted comparing the costs of using Town water versus MWRA water.

Lowery recalled that an analysis had been done in the past, and the connection costs were considered to be so substantial that it was unfeasible.

Mishara asked if the intersection work approved at Town Meeting is on schedule.

Kadlik noted the projects are on schedule and will be going out to bid shortly.

Lowery noted that the Town Meeting Article 31: Fund Glezen Lane Traffic Control Measures was withdrawn without the prior knowledge of the Board of Public Works, and requested that Brown consult with the Board of Selectmen to determine the cause of the withdrawal.

Brown noted that he had further information on the subject, and noted it should be discussed in executive session during a future meeting.

Lowery noted that trees have not yet been adequately planted along River Road as had been agreed to replace trees that had been removed in error during the construction process of the DPW Facility.

Brown discussed the status of a reported drainage issue on Stonebridge Road.

Kadlik described the history of the maintenance to catch basins in the Stonebridge area.

The Board determined that the next meeting will occur on May 17 and May 24.

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

Lowery noted that during the discussion of ATM articles, the Warrant Hearing, not Town Meeting should be referred to.

Lowery noted that the discussion on Stone's Bridge was not a joint meeting with the Historical Commission.

Baston noted a correction in the wording of the motion concerning the discussion of Stone's Bridge.

Mishara noted a typographical error at the top of page 2.

Lowey asked Millette when the information Lead & Copper Statement would be published.

Millette replied that the Lead & Copper Statement would be finalized and published shortly.

Brown made a motion to approve the minutes of the 3/22/2016 meeting as amended.

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

**Executive Session to Discuss the Purchase and Value of Real Estate at 107 Old Sudbury Road, Wayland, Massachusetts and to Review and Approve the Executive Session Minutes of the 3/8/2016 and 3/22/2016 Meetings**

Brown made a motion that the Board of Public Works enter into executive session pursuant to Massachusetts General Laws Chapter 30A, Section 21(a)(3) to discuss the purchase and value of real estate at 107 Old Sudbury Road, Wayland, Massachusetts and to review and approve the executive session minutes of the 3/8/2016 and 3/22/2016 meetings.

Wegerbauer 2<sup>nd</sup>.

Roll call vote: Baston – aye, Brown – aye, Lowery – aye, Mishara – aye, Wegerbauer – aye.

Brown invited the attendance by DPW employees Stephen Kadlik, Dan Cabral, Don Millette, Michael Lindeman, and Joseph Doucette.

Brown noted the Board would reconvene in open session in approximately fifteen minutes for the purpose of adjourning.

The Board entered into executive session at 9:28PM.

The Board reconvened in open session at 9:54PM.

Mishara made a motion to adjourn.

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

Meeting adjourned at 9:56PM.