

WAYLAND BOARD OF PUBLIC WORKS

Wayland DPW Facility

May 17, 2016

7:00 PM

MEETING MINUTES

Present: C. Brown, (Chair), M. Lowery (Vice Chair), W. Baston, J. Mishara, M. Wegerbauer, S. Kadlik (DPW Director), M. Lindeman (DPW Park & Highway Superintendent), J. Doucette (DPW Senior Foreman)

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.

Irrigation Application Review – 16 Pleasant Street

Chip Ely of Lynch Landscape appeared before the Board to discuss the irrigation application for 16 Pleasant Street.

Lowery noted that future water usage restrictions may limit the amount of time an irrigation system may be used in the future.

Ely replied that he had advised the applicants of this.

Mishara made a motion to approve the application for the installation of an underground irrigation system at 16 Pleasant Street as presented.

Baston 2nd. Baston, Brown, and Mishara in favor. Lowery opposed.

Items Included as Part of Agenda Packet for Discussion

- 4/20/2016 Application for the Installation of an Underground irrigation System for 16 Pleasant Street and associated plans

[Wegerbauer arrived at 7:07PM]

Board Review and Finalization of Letter from DPW to the Church of the Holy Spirit Regarding the Potential Transfer of Cremains to North Cemetery

DPW Park and Highway Superintendent Mike Lindeman described the nature of the letter intended to be sent to the Church of the Holy Spirit to the Board.

In reference to the erection of a monument, Brown asked for clarification of who would incur the monument's expense.

Lindeman noted that the monument would be erected at the Church's expense.

Brown asked Lindeman if the letter had been reviewed by Town Counsel.

Lindeman confirmed that the letter had been reviewed by Town Counsel.

Baston suggested that in the first paragraph, the word 'they' should be clarified to say 'Lindeman and Hughes' where applicable.

Lowery clarified that the legal transaction of the sale of the lots is between the Town and a family or representative of the deceased, and not with the Church.

Wegerbauer noted a typographical correction on the second page: 'up right' should be 'upright.'

Mishara made a motion to approve the letter to the Church of the Holy Spirit as amended.

Lowery 2nd, all in favor.

Items Included as Part of Agenda Packet for Discussion

- 5/4/2016 Letter from DPW to Rev. Frederick Moser of the Church of the Holy Spirit and Gerry Sullivan of the Episcopal Diocese of Massachusetts

Irrigation Application Review – 35 Covered Bridge Lane

Brown noted he has several questions about the application, and to delay a vote on the application until a representative is present.

Baston noted that plans for 34 Covered Bridge Lane are also included, although there is no application.

Lowery noted that it appears the proposed system may be located too close to the septic system.

Items Included as Part of Agenda Packet for Discussion

- 4/24/2016 Application for the Installation of an Underground irrigation System for 35 Covered Bridge Lane and associated plans

Meeting with Representative from Finance Committee to Discuss Road Paving Strategy

Carol Martin and Bill Steinberg of the Finance Committee appeared before the Board to discuss the DPW road paving strategy.

Martin noted that a significant amount of funds for road reconstruction are requested as part of the five-year capital plan, and requests more information to support the request.

Kadlik described the process by which roads are selected for resurfacing, and described the extenuating circumstances associated with road surfacing scheduling.

Lowery noted that a road resurfacing schedule forecasting five years can be drafted, but cautioned that there are many factors that could potentially necessitate modifying the schedule.

Steinberg suggested that roads be placed in categories to approximate when they would need resurfacing.

Wegerbauer suggested that a list of roads potentially slated for resurfacing at some point within the next three years be drafted.

Wegerbauer noted that he is unsure how necessary providing a long-term plan is, as historically there has been very little public resistance to funding road resurfacing.

Lowery suggested that a more visual depiction of the resurfacing schedule be created.

Wegerbauer requested that additional information regarding the length of road, general condition, and type of road be added to the long-term resurfacing schedule.

Brown requested that long-term road resurfacing scheduling be discussed further in a future meeting.

Martin noted that the Finance Committee will be meeting on 6/20 and 7/29 if any Board members would like to attend.

Items Included as Part of Agenda Packet for Discussion

- Wayland DPW Highway Road Resurfacing Program 2013/2014
- Wayland DPW Highway Road Resurfacing Program 2014/2015
- Wayland DPW Highway Road Resurfacing Program 2015/2016
- Wayland DPW Highway Road Resurfacing Program 2016/2017
- Road Resurfacing Funding Analysis FY2012 to FY2016
- Wayland DPW Road Construction Schedule 1985-2016

Discussion and Possible Board Vote on Transfer Station FY17 Sticker Fees

Wegerbauer reviewed the current status of the Transfer Station budget.

Wegerbauer reviewed the historical data pertaining to the Transfer Station revolving fund, noting that in his opinion the target fund balance should be \$100,000.

[Mishara departed at 8:16PM]

Wegerbauer described the process of reducing the revolving fund balance to the desired target based on setting full-sticker fees at \$150 or \$145.

Brown made a motion to reduce the annual full sticker fee to \$145.00.

Wegerbauer 2nd, all in favor.

Items Included as Part of Agenda Packet for Discussion

- Transfer Station Budget Comparison FY14 to FY16
- Transfer Station FY17 Indirect Cost Calculation

DPW Director's Financial Report

Kadlik noted that the budget is currently on target.

- Items Included as Part of Agenda Packet for Discussion*
- 5/12/2016 DPW Budget Summary

Board Members' Reports, Concerns, and Updates

Wegerbauer noted that there are barrels on Pinebrook Road that appear to have been left from past construction.

Kadlik noted that they are there as part of ongoing culvert repairs.

Lowery asked if the island installation on Parkland Drive will be constructed this summer.

Kadlik replied that it is on the agenda.

Lowery noted that he has requested an update on the library drainage project at the next meeting.

Kadlik replied that Tighe & Bond are scheduled to attend the 5/24 meeting.

Lowery noted that there is a Town-wide open space plan being constructed, and would like to see the Town's parks as part of the plan.

Lowery noted that Board discussions pertaining to Fall Town Meeting need to be considered in the near future.

Brown asked for the sense of the board concerning amending the current irrigation bylaws to allow areas greater the 15,000 square feet to be irrigated when the area in question is a public field.

Lindeman noted that irrigation clocks on Town field irrigation systems are slated to be changed to more modern and efficient systems, potentially saving up to 40% of water.

Wegerbauer discussed bylaw language to allow the Board to consider granting exemptions to systems that would operate outside the boundaries of the bylaw.

Baston suggested that a document be prepared to be given to residents when they file for an irrigation permit outlining the Board's concerns.

Baston asked if there is any further info on the MS4 Stormwater discharge regulations.

Kadlik noted that Conservation Administrator Brian Monahan would best be able to address questions relating to MS4 regulations.

Lowery noted that issues pertaining to the MS4 regulations should ultimately be addressed jointly by Conservation, the DPW, and the Surface Water Quality Commission.

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

Baston noted the 3/30 meeting took place in the School Committee Meeting Room at the Town Building.

Brown made a motion to approve the minutes of the 3/30/2016 meeting as amended.

Lowery 2nd, all in favor.

Baston noted typographical corrections on pages 2 and 4 of the 4/26 minutes.

Lowery noted a typographical correction on page 4.

Brown noted that in reference to the 48 lead goosenecks still in service, that it should be clarified that due to the Water Division's corrosion control program, the potential for lead to get into the water is very remote.

Lowery made a motion to accept the minutes of the 4/26/2016 meeting as amended.

Baston 2nd, all in favor.

Executive Session to Discuss Strategy with Respect to Recent Actions Regarding Bernstein et al v. Wayland Planning Board et al and to Review and Approve the Executive Session Minutes of the 4/26/2016 Meeting

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 strategy with respect to recent actions regarding Bernstein et al w. Wayland Planning Board et al and to review and approve the executive session minutes of the 4/26/2016 meeting.

Baston 2nd.

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

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

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

The Board entered into executive session at 8:46PM.

The Board reconvened in open session at 8:51PM.

Brown noted that the Board did not review or approve the executive session minutes of the 4/26/2016 meeting as scheduled.

Lowery made a motion to adjourn.

Wegerbauer 2nd, all in favor.

Meeting adjourned at 8:52PM