

WAYLAND BOARD OF PUBLIC WORKS

Wayland Town Building

July 26, 2016

6:30 PM

MEETING MINUTES

Present: C. Brown, (Chair), M. Lowery (Vice Chair), W. Baston, J. Mishara, M. Lindeman (Acting DPW Director), D. Millette (DPW Water Superintendent)

Meeting opened at 6:30 PM

Brown noted that the meeting is being recorded.

Brown opened the meeting with a review of the agenda.

Executive Session to Discuss the Potential Purchase of Baldwin Pond Area Property For Sale, and Review and Approve the Executive Session Minutes of the 7/12/16 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 the potential purchase of Baldwin Pond area property for sale, and review and approve the executive session minutes of the 7/12/16 Meeting.

Baston 2nd.

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

Brown invited attendance by DPW employees Mike Lindeman, Don Millette, and Dan Cabral as well as Tata & Howard employee Amanda Cavaliere.

Brown noted that the Board will reconvene in open session in approximately fifteen minutes to continue the meeting.

The Board entered into executive session at 6:33PM.

The Board reconvened in open session at 6:58 PM

Brown asked for public comment.

Public Comment

Lowery, speaking on his own behalf, expressed his thanks to the DPW for their assistance in removing 7 abandoned oil drums located on conservation land.

Water Abatement Request – 14 Wildwood Road

Brown made a motion to abate the 11/25/15 water bill of 14 Wildwood Road down to 14,200 units, waiving all interest and fees.

Mishara 2nd, all in favor.

Items Included as Part of Agenda Packet for Discussion
- 14 Wildwood Road Request for Abatement

Water Abatement Request – 1 Joel’s Way

Brown made a motion to abate the 5/25/16 water bill of 1 Joel’s Way down to 2600 units, waiving all interest and fees.

Mishara 2nd, all in favor.

Items Included as Part of Agenda Packet for Discussion
- 1 Joel’s Way Request for Abatement

Update and Discussion of Status of Water Rate Study (Woodcock & Associates in Attendance)

Christopher Woodcock of Woodcock & Associates and David Fox of Raftelis Financial appeared before the Board to discuss the current status of the water rate study.

Brown asked Woodcock if he feels the water rates need to be raised.

Fox replied that water rates eventually do need to be increased, but how an increase is structured and implemented is ultimately to be determined by the Board.

Mishara asked if any comparison between water rates in Wayland and similar towns has been done.

Woodcock cautioned against such comparisons due to the many variables that exist between towns.

Baston asked how other Towns address the issue of lost income due to water bans.

Woodcock replied that Towns often establish reserve funds to compensate for lost income.

Lowery noted that he ranks pricing analysis and rate study among the highest priority for Woodcock’s report.

The Board discussed the timeline by which Woodcock would complete tasks outlined in his proposal.

Woodcock discussed questions he has for the Board regarding the Water Enterprise Fund, and noted that he will supply a hard-copy of his questions to Board members within the week.

Brown asked Millette for an update on the status of investigating remote-read meter systems.

Millette noted that it has been narrowed down to two systems for further investigation.

Lowery noted he would like to see separate radio read meters on systems with the potential for a large amount of loss that are capable of being read daily.

Discussion on Irrigation Systems for Municipal Playing Fields and Potential Town meeting Article to Modify Irrigation Bylaw

Brown noted he had a meeting with Lindeman and Recreation Director Jessica Brodie to discuss a potential bylaw amendment to allow for the irrigation of Town playing fields over 15,000 square feet.

Lindeman described the nature of the draft bylaw amendment.

Lowery noted that he is fully in favor of the amendment and only edited the draft to clarify its intent.

Mishara suggested changing the final sentence to ‘The Board of Public Works or its designee has the authority to apply this bylaw and State regulations established by DEP.’

Brown noted that the intent is that the bylaw amendment would be sponsored jointly by the Recreation Commission and the Board of Public Works.

Lowery made a motion that a draft of the potential bylaw change be prepared for review and approval by the Recreation Commission, changing the nomenclature of the title, striking the first phrase, and changing the final sentence; subject to vote at the 8/8/2016 Board of Public Works Meeting.

Baston 2nd, all in favor.

Mishara suggested the bylaw amendment be numbered 191-6c.

Brown noted that the Recreation Commission sought the Board’s approval of a temporary irrigation system for the Town Building Soccer Field.

Brown added that the intent was to rehabilitate the field using traditional above-ground irrigation methods, followed by the installation of a drip irrigation system once the field is established.

Lowery noted he would like more information on the field and the proposed irrigation system.

Lowery made a motion that the Board of Public Works grants a one-time exemption authorizing the irrigation of the Town Building Soccer Field, provided that there is a turf management plan that meets the requirements of the Water Division.

Baston 2nd, all in favor.

Items Distributed for Discussion

- Ch. 191-12 Municipal Field Waiver Draft

- Ch. 191-12 Municipal Field Waiver Draft (with Mike Lowery's comments)

Meet With Finance Committee Liaison

Gordon Cliff, DPW Liaison to the Finance Committee, appeared before the Board to introduce himself and describe his role as Finance Committee Liaison.

Cliff described the capital approval process, and changes to how the Finance Committee will approach capital planning in the future.

The Board discussed long-term capital planning challenges with Cliff.

Update on Status of Potential DPW Lay-Down Area

Brown noted he has met with the Permanent Municipal Building Committee, and noted that several potential issues were raised that may have to be addressed prior to the DPW using the proposed lay-down area.

Brown added that the PMBC will not cover the cost of removing the material from the potential lay-down area.

Brown requested that staff work with Town Administrator Nan Balmer to determine the status of the potential lay-down area and if it is appropriately zoned.

Discussion of Potential Town Meeting Article for Sign Bylaw Change

Lowery described the recent meetings he has had with Town Planner Sarkis Sarkisian and Selectmen Mary Antes regarding sign bylaw issues.

Lowery added that public education of existing laws and regulations may preclude the need for a bylaw.

Lowery noted that before a new bylaw is sought, he would like the Building Department to help educate contractors on existing regulations, and for the Board of Selectmen to host a public hearing on current sign bylaws.

Library Drainage Project Update

[Baston recused himself from the Board at 8:41 PM]

Baston, speaking on his own behalf and not as a Board member, described a recent meeting concerning the recommendations of Eggleston Environmental to Tighe & Bond.

Lowery noted he intends to go to the next Conservation Commission meeting on 8/4/16, where a vote is anticipated.

[Baston returned to his seat on the Board at 8:46PM]

Review of River's Edge Proposals with Regards to Water & Sewer

Lowery noted that the RFPs are posted on the Procurement Department website, and that it wasn't clear to him who is responsible for the water connection and the looping.

Lowery urged that formal communication occur that the expectation is that the cost will be borne by the project, and not the water rate payers.

Mishara suggested that Wegerbauer be asked if this has been discussed at any River's Edge meetings.

DPW Director's Financial Report

The Board reviewed the DPW Director's Financial Report.

Items Included as Part of Agenda Packet for Discussion
- 7/22/2016 DPW Financial Report

Board Members' Reports, Concerns, and Updates

Mishara asked for an update on the status of the intersection projects in Town.

Lindeman noted that the Villa intersection is underway and on schedule and the Five Paths Intersection is scheduled to begin in early August.

Lindeman added that the water main replacement project for Main Street is scheduled to begin mid-August.

Lowery described a letter received by the Board of Public Works from a resident concerned about the effect of private wells on the aquifers.

Lowery suggested that the Board consider drafting a bylaw allowing for the regulation of private wells.

Baston described a meeting with Millette and Lindeman to analyze historical water pumping data, noting that the data indicates that between 2001 and 2015, water consumption has dropped by 198 million gallons.

Brown noted that there is a large log leaning on an MWRA Fence near the Five Paths intersection, and asked that the DPW remove it if possible.

Brown noted the next two Board meetings will be Monday 8/8/16 and Tuesday 8/23/16.

Review and Approve the Minutes of the 7/12/16 Meeting

Brown noted an addition on page two, noting that water deposited on Town land may run onto private property.

Baston noted a typographical correction on page two.

Baston clarified that his public comment on page three was in reference to the Verizon Property as well as his own.

Brown made a motion to accept the minutes of the 7/12/16 meeting as amended.

Baston 2nd.

Lowery, Brown, Baston in favor; Mishara abstain.

Items Included as Part of Agenda Packet for Discussion
- 7/12/2016 Meeting Minutes Draft

Mishara made a motion to adjourn.

Lowery 2nd, all in favor.

Meeting adjourned at 9:04 PM.