

# WAYLAND BOARD OF PUBLIC WORKS

DPW Facility  
October 25, 2016  
7:00 PM  
MEETING MINUTES

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

Absent: C. Brown

Meeting opened at 7:00PM

Lowery noted that the meeting is being recorded.

Lowery asked for public comment – there was none.

## **Review and Approve the Minutes of the 10/19/2016 Meeting**

Baston noted corrections to pages 3 and 5.

Lowery Page 1 – Lowery asked if the vendor had proposed subsurface irrigation and a discussion of how such systems would be regulated took place.

Lowery Page 3 – Discussed the status of a draft Town Policy to allow BOPW access to certain data layers.

Lowery Page 5 – prospective (bottom)

Lowery made a motion to approve as amended.

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

*Items Included as Part of Agenda Packet for Discussion  
- 10/19/2016 Meeting Minutes Draft*

## **Public Hearing: Joint Meeting with BOPW, Interim DPW Director, and Planning Board for Tree Hearing for Scenic Roads**

The Planning Board convened in conjunction with the Board of Public Works at 7:07 PM.

Lowery asked if any of the trees listed on the Scenic Road Tree Removal List are objected to by the public.

An unidentified resident noted that he objected to the removal of Tree 1605 (Rice Rd. between Poles 32-33).

Lowery asked if any of the trees listed on the Scenic Road Tree Removal List were objected to by any members of the Board of Public Works.

Town Planner Sarkis Sarkisian noted that the Planning Board would like to discuss the following trees from the Scenic Road Tree Removal List:

- Tree 1524 (across from 6 Plain Road),
- Tree 1530 (across from 60 Draper Road)
- Tree 1531 (across from 169 Plain Road)
- Tree 1602 (Plain Road between poles 6-8)
- Tree 1605 (Rice Road between poles 32-33)

Lowery asked if there were any further objections to the trees on the Scenic Road Tree Removal List – there was none.

Mishara made a motion to authorize the removal of the following trees on the Scenic Road Tree Removal List:

- Tree 1522 (34 Plain Road)
- Tree 1523 (32 Plain Road)
- Tree 1525 (across from 32 Glezen Lane)
- Tree 1529 (109 Lincoln Road)
- Tree 1529A (124 Glezen Lane)
- Tree 1532 (across from 169 Plain Road)
- Tree 1601 (Plain Road between poles 6-8)
- Tree 1603 (Plain Road between poles 5-6)
- Tree 1604 (209 Rice Road)

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

(Planning Board vote: 4-0)

**Tree 1518 (across from 25 Glezen Lane)**

Lowery noted that Tree 1518 (across from 25 Glezen Lane) was incorrectly placed on the Shade Tree Removal List rather than the Scenic Road Tree Removal List, and requested that it be voted separately.

Wegerbauer made a motion to authorize the removal of Tree 1518 (across from 25 Glezen Lane) following the proper public notice, provided there is no objection from the public.

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

(Planning Board vote: 3-0-1)

**Tree 1524 (across from 6 Plain Road)**

Lindeman discussed the current status of tree 1524 (across from 6 Plain Road), describing the nature of the request for its removal.

Sarkisian noted that he concurs with Lindeman's assessment in favor of its removal.

Daniel Hill, member of the Planning Board, asked if the tree was properly noticed, as the tree is located across from utility pole 6, not 6 Plain Road as advertised.

Wegerbauer suggested that the tree be publicly notice with Tree 1518.

Wegerbauer made a motion to authorize the removal of Tree 1524 (across from Plain Road pole 6), following proper public notice, provided there is no objection from the public.

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

(Planning Board vote: 4-0)

**Tree 1530 (across from 60 Draper Road)**

Lindeman noted that Eversource has requested the removal of Tree 1530 due to its proximity to transmission lines, and that in his opinion it should not be removed.

Wegerbauer made a motion objecting to the removal of Tree 1530 (across from 60 Draper Road).

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

(Planning Board vote: 4-0)

**Tree 1531 (across from 169 Plain Road)**

Lindeman noted that Eversource requested the removal of Tree 1531 (across from 169 Plain Road), as it is in contact with utility lines.

Lindeman described burn marks on the tree, and noted that in his opinion it should be removed.

Mishara made a motion to authorize the removal of Tree 1531 (across from 169 Plain Road).

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

(Planning Board vote: 4-0)

Lowery suggested that in the future, the location of the trees in question be marked on a map for reference.

**Tree 1602 (Plain Road between poles 6-8)**

Lindeman noted that Eversource has requested the removal of Tree 1602 due to its proximity to transmission lines, and that in his opinion it should not be removed.

Wegerbauer made a motion objecting to the removal of Tree 1602 (Plain Road between poles 6-8).

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

(Planning Board vote: 4-0)

**Tree 1605 (Rice Road between poles 32-33)**

Lindeman described the status of the tree and its proximity to the roadway.

Diana Humphrey, 43 Cutting Cross Way, spoke in favor of removing the tree for vehicle safety reasons, and submitted a letter to the Board as well.

Jenny Lu, 187 Rice Road, appeared before the Board to object to the tree's removal, noting that she feels the tree is healthy and helps define the roadway.

Lowery asked Lindeman if any of Humphrey's safety concerns can be mitigated without removing the tree.

Lindeman noted that the tree could be pruned and a reflector could be placed in front of it.

Lowery asked Lindeman if the tree shows any visible damage from being struck by vehicles.

Lindeman replied that it does not.

Lowery discussed the appeals process concerning tree removals.

Sarkisian displayed a cardboard sign that had been placed on the tree advocating it be saved.

Wegerbauer made a motion objecting to the removal of Tree 1605 (Rice Road between poles 32-33).

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

(Planning Board vote: 4-0)

Lowery announced the conclusion of the Public Tree Hearing for Scenic Roads.

Sarkisian discussed the scheduling of a joint meeting between the Board of Public Works and the Planning Board to discuss streets for acceptance as well as the Complete Streets Program.

Following Board discussion, it was determined that the Board of Public Works and the Planning Board would convene jointly on December 13, 2016.

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

*- Scenic Road Tree List*

***Items Distributed for Discussion***

*- Letter from Diana Humphrey re: Tree on Rice Road between poles 32-33*

**Public Hearing: With BOPW and Interim DPW Director for Tree Hearing for Shade Trees**

Lowery noted that tree 1518 (across from 25 Glezen Lane) has already been voted as part of the Scenic Road Tree Hearing.

Lowery asked if any of the trees listed on the Shade Tree Removal List are objected to by the public – there was none.

Lowery asked if there were any further objections to the trees on the Shade Tree Removal List – there was none.

Lowery asked if any of the trees listed on the Shade Tree Removal List were objected to by any members of the Board of Public Works.

Lindeman noted that all the trees on the list are not viable and need to be removed in the interest of public safety.

Lowery made a motion to authorize the removal of the following trees on the Shade Tree Removal List:

- Tree 1124 (Oxbow Road at Farrar Road)
- Tree 1519 (19 Parkridge Road)
- Tree 1520 (Corner of 3 Emerson Road at Richard Road)
- Tree 1521 (3 Melody Lane)
- Tree 1526 (Glezen Lane across from 51 School Street)
- Tree 1527 (across from 51 School Street)
- Tree 1528 (64 Dean Road)
- Tree 1606 (145 Woodridge Road)
- Tree 1607 (across from 63 Stonebridge Road)

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

Lowery announced the conclusion of the Public Hearing for Shade Trees.

*Items Included as Part of Agenda Packet for Discussion  
- Shade Tree List*

**Public Hearing: Water Rate Hearing**

Lowery asked for public comment concerning water rates – there was none.

The Board discussed the data needed prior to setting water rates.

The Board discussed the role of the MWRA, including utilizing them as a supplemental source for water when needed.

Wegerbauer requested that Water Superintendent Don Millette contact towns that have connected to the MWRA to gather cost data.

Lowery noted that a vote to establish water rates will need to be scheduled at a future meeting.

### **Roles and Responsibilities for Determining Water Ban Violation Fines**

Millette noted that some residents were on vacation when the water ban was enacted, leaving them unable to adjust their irrigation systems to ensure compliance.

Millette asked the Board to clarify if residents who were unable to immediately shut their irrigation systems off should be fined.

Lowery suggested that irrigation users be notified prior to irrigation season, urging them to plan ahead should a water ban be imposed.

Lowery noted that he recommends that the Board authorize the DPW Director to make adjustments to fines of not more than \$250 per year per account.

Lowery added that a letter should be submitted by the homeowner for review before any adjustments in fines are made.

### **36 York Road – Water Ban Fine Appeal**

Millette discussed the nature of the water ban violation of 36 York Road, noting that the homeowner requested the \$100 fine be abated off their water bill.

Mishara noted that, as he knows the homeowners, he will abstain from discussion of this item.

Lowery noted that the homeowners need to supply a written request for discussion at a future meeting before their appeal would be considered.

### **Review of Potential New Water Meter System with Water Superintendent Don Millette**

Millette reviewed potential advanced meter read systems, noting that the Beacon and Neptune systems met the criteria the Board is seeking.

Millette discussed the differences between the Beacon and Neptune systems with the Board, noting that the systems under discussion are non-continuous text-based cellular systems.

Lowery asked if the advanced meter read systems could accommodate a gradual transition to a new system.

Millette replied that most towns do gradually introduce advanced meter read systems, and that the new software could be adapted to work with the existing VADAR software.

Baston suggested that meters in use at homes with irrigation systems be replaced first.

Millette noted that the next step is to develop the evaluation criteria in preparation for issuing an RFP for an advanced meter read system.

***Items Distributed for Discussion***

*- 10/25/2016 Advanced Meter Read Systems comparison*

**Update on Status of Potential DPW Lay-Down Area**

Lindeman discussed with the Board the current status of establishing of an alternative DPW lay-down area.

Lindeman provided a sketch of the layout of the proposed lay-down area.

The Board discussed potential alternative locations for a permanent lay-down area.

***Items Distributed for Discussion***

*- Sketch of potential lay-down area layout*

**Discuss Special Town Meeting DPW/BOPW Articles and Articles Affecting the DPW/BOPW**

Lowery requested that a discussion of strategies for the presentation of articles at Special Town Meeting be placed on the next agenda.

Lowery requested that a discussion of the proposed streets for acceptance be placed on the November 22, 2016 agenda.

November 22 meeting – discuss proposed street acceptance.

[Mishara departed at 9:15]

**DPW Director's Operational Report**

The Board reviewed the DPW Director's Report.

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

*- 10/25/2016 DPW Director's Report*

**Topics not Reasonably Anticipated by the Chair 48 Hours Prior to Posting**

Millette discussed the status of the water ban, noting that he did not intend to lift the ban in the foreseeable future due to the State's continued drought status.

Millette added that the Town's own water reserves are sufficient to allow the lifting of the ban.

Lindeman discussed the process currently underway of overseeding the Town's athletic fields, and that he is hoping to be able to conduct limited irrigation of the fields.

Lowery noted that, on the basis that the Town would not still be under a water ban except for the status of the State, he would propose relaxing water use restriction to allow the limited irrigation of the Town's athletic fields.

Lindeman noted that the irrigation systems on the Town's athletic fields had recently been upgraded with new sensors and controllers in an effort to conserve water.

Baston expressed his concern that this topic was being discussed with only three Board members present.

Wegerbauer noted that the Board has recently turned down exemption requests from homeowners seeking to establish new lawns.

Lowery noted that the irrigation of Town athletic fields serve a general municipal purpose, and irrigation is sought to ensure public safety

Lowery made a motion to authorize the DPW Director to irrigate the Town's athletic fields as necessary, provided that the custodians of those fields agree to pay the water bills generated.

Wegerbauer made a motion to authorize the DPW Director, in consultation with the Water Superintendent, to allow the limited irrigation of the Town's recently-seeded athletic fields for safety reasons.

(Lowery withdrew his original motion)

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

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

Baston asked about the status of the Woodcock Water Enterprise Fund Study.

Millette noted that he has given Woodcock info and is working to get him scheduled to appear at an upcoming meeting.

Wegerbauer asked Millette to seek a status update on the Birch Road Wells application.

Lowery noted that the resident who recently filed a public records request for plans & estimates to improve the existing access for chemical deliveries through Wayland High School was informed that there was no information to provide.

Lowery noted that he has not yet heard from the Town Administrator regarding an update to the unwritten policy concerning access to certain GIS layers.

Lowery discussed the status of staged construction materials in the vicinity of Mill Pond as part of the gas line installation currently underway on Plain Road.



Baston reviewed the submission to the Wayland Weekly Buzz.

Baston made a motion to adjourn.

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

Meeting adjourned at 9:41 PM.