

# WAYLAND BOARD OF PUBLIC WORKS

DPW Facility  
66 River Road  
Wayland, MA 01778  
December 6, 2016

## MEETING MINUTES

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

Meeting opened at 7:00 PM

Brown announced that the meeting is being recorded.

Brown asked for public comment – there was none.

### **Discussion of Streets for Acceptance and MassDOT Complete Streets Program with Planning Board Member Daniel Hill and Town Planner Sarkis Sarkisian**

Daniel Hill of the Planning Board and Town Planner Sarkis Sarkisian appeared before the Board to discuss the streets under consideration for acceptance, as well as the MassDOT Complete Streets programs.

Sarkisian discussed the status of Dylan's Circle with the Board.

Lindeman noted that the DPW has not yet completed a final inspection of the road.

Sarkisian noted that an independent engineer at some point confirmed that the road has been built to the Town's standards.

Sarkisian discussed the status of Summer Lane with the Board.

Lindeman requested that the DPW be supplied with as-builts of the road.

Sarkisian discussed the status of Green Way with the Board, noting that an existing issue with the detention basin has prevented the road from being accepted.

Lindeman confirmed that the detention basin needs to be repaired, and the road is nearing the point that it needs to be repaved.

Sarkisian discussed the status of Spencer Circle with the Board.

Lindeman noted the DPW's concern regarding a catch basin with limited accessibility, and noted that the road is in need of repaving.

Lowery noted that the Board would need to hold a road layout hearing for Summer Lane and Dylan's Circle prior to their submission to Town Meeting.

Sarkisian discussed the MassDOT Complete Streets program with the Board.

The Board discussed the nature of the program, and the limitations imposed on the use of funding.

Wegerbauer suggested that a discussion of the Complete Streets program occur at the next meeting.

***Items included in the packet for discussion:***

- 07-25-2002 Town policy for Acceptance of Subdivision Streets as Town Ways
- Green Way Construction Cost Form and photos
- Spencer Circle Construction Cost Form and photos
- Summer Lane photos
- Dylan's Circle photos
- Mass DOT Complete Streets Program Information

**Interview with DPW Director Candidate T. Holder**

Thomas Holder appeared before the Board to discuss his candidacy for the position of DPW Director.

Holder described his educational and work history, including his role as Medway DPW Director.

Lowery asked Holder about his experience concerning a potential connection the MWRA water.

Holder discussed his experience with the MWRA, including the expenses associated with connecting, and cautioned that water bans may not sufficiently warrant establishing a connection.

Mishara asked Holder about his experience in working with a Board of Public Works.

Holder discussed his work experience as Deputy Director of the Framingham DPW.

Wegerbauer asked Holder about prioritizing the needs of the DPW, as well as the department's organizational structure.

Holder discussed his work experience in similarly-sized communities.

Wegerbauer asked Holder about his experience interacting with residents.

Holder stressed the importance of the establishment and following of policies and procedures.

Brown asked about his experience in overseeing an operational budget.

Holder discussed his experience in balancing budgets.

Lowery asked Holder's opinion on the creation of a Town Engineer position.

Holder welcomed the hiring of an engineer, and discussed the importance of the position.

Wegerbauer discussed the dissemination of information to the public.

Holder discussed the value of social media and alternative methods of information sharing.

The Board discussed Holder and expressed their support for his candidacy.

Brown made a motion that the Board endorses Thomas Holder for the position of DPW Director.

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

*Items distributed for discussion:*

*- Thomas Holder resume*

### **Library Drainage and Other Construction Projects Update**

[Baston recused himself from the Board at 8:06 PM]

Woody Baston, speaking as resident of 11 Cochituate Road, appeared before the Board to discuss the progress of the Library Drainage Project.

Baston noted the contractors were delayed due to unmarked underground infrastructure that had been discovered during construction.

The Board discussed the expectations for the maintenance of the Rail Trail and the mechanism for funding the necessary maintenance.

[Baston returned to the Board at 8:20 PM]

Lindeman noted that NSTAR has trimmed the utility lines going into Town Wells.

Lindeman noted that he has been working with Town Surveyor Alf Berry to prepare the easement to cross the Habitat for Humanity property.

Lindeman noted that the island at the intersection Parkland and Charles has been laid out, with construction scheduled to begin within the next week.

The Board reviewed diagrams for the installation of the island at the intersection of Parkland and Charles.

### **Discussion of Cellular-Read Meters**

Millette discussed the status of the cellular-read meter program, as well as the costs and funding strategies associated its implementation.

Lowery noted that he feels the RFQ should specify a system capable of sending 1 message daily over a cellular system.

Brown noted that a public hearing would be beneficial prior to Town Meeting, and asked Millette if he would be comfortable with making a presentation.

The Board discussed citizens' concerns with cellular-read meters and ways to address them.

### **Discussion of Funding MWRA Connection Study**

The Board discussed the Tata & Howard proposal to conduct an alternative water supply analysis.

The Board discussed the extent and depth of the potential analysis.

Wegerbauer suggested that the MWRA be contacted to obtain a general estimate of the cost of connection and supply of connecting before committing to funding the Tata & Howard report.

Lowery made a motion to accept the Tata & Howard proposal to conduct a water supply analysis, and include the CIP in the FY18 capital budget as a low-priority item.

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

#### ***Items included in the packet for discussion:***

- 11/22/2016 Tata & Howard Proposal for Alternative Water Supply Analysis
- Alternative Water Supply Analysis CIP Draft

### **Discussion of Water Capital Requests & Water Capital Prioritization**

The Board discussed the draft of the Water Division Capital Request Priority List.

Millette noted that he would like to swap items 4 and 5 on the draft priority list.

Brown made a motion to accept the Water Division Capital Request Priority List, with the positions of items 4 and 5 swapped.

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

#### ***Items included in the packet for discussion:***

- Water Division Capital Request Priority List Draft
- DPW 5-Year Capital Plan

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

Lindeman noted the Lisa Eggleston cannot draft an NOI for the project, as it would conflict with her current projects underway for the Conservation Commission.

Brown discussed the current status of the River's Edge Project, noting that the Selectmen have stated that funds for the preparation of the interim lay-down area should not be expended yet.

Brown noted that Brown spoke with the Recreation Commission, who have agreed to allow the temporary use of 195 as a lay-down area for as long as possible if necessary.

### **DPW Director's Financial Report**

The Board reviewed the DPW Director's Financial Report.

#### ***Items included in the packet for discussion:***

*- 11/25/2016 DPW Budget Summary*

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

Lowery asked if Oxbow Meadows have been mowed.

Lindeman noted that it is scheduled to be mowed within the week, weather permitting.

Lowery discussed the process of cleaning up leaves within the Town's roadways.

DPW Senior Foreman Joe Doucette noted that the DPW typically does not do roadside leaf cleanup.

Lowery noted he went to the Permanent Municipal Building Committee meeting where Stone's Bridge was discussed, and described fencing and arch foundations that are being considered for the site.

Lowery noted that the Board needs to discuss the potential filing of a Town meeting Article seeking funding for the Transfer Station Access Road.

Brown requested that it be discussed at the next meeting.

Lowery described a conversation he had with Town Surveyor Alf Barry regarding access to layers within the Town GIS, noting that the decision for access to layers is decided on a departmental level.

Baston thanked the DPW for clearing the leaves in front of the Heard House in preparation for the open house.

Baston asked about the status of installing electronic speed signs on Stonebridge Road.

Doucette noted that the DPW is currently soliciting quotes and has discussed potential installation locations with Police Chief Irving.

Wegerbauer noted that the BOH approved a plan for septic system of 8 Glezen Lane, but the house is coming off the market.

Lowery noted that the existing system will be inspected as a condition for approving the new plan.

The Board discussed the plan for the 107 Old Sudbury Road following acquisition by the DPW.

**Review and Approve the Minutes of the 11/22/16 Meeting**

Baston noted an addition to the Bow Road Traffic Calming Request Review, where Fire Chief Houghton's opinion on the installation of speed bumps should be sought.

Lowery noted an addition to page 5, where he discussed the option of creating a shared leaching field outside the Zone 1 to serve a number of the properties in the area.

Mishara made a motion to approve the minutes of the 11/22/2016 meeting as amended.

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

Mishara made a motion to adjourn.

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

Meeting adjourned at 9:37 PM.

Respectfully submitted,  
Daniel Cabral  
DPW Office Coordinator-Administrator