

TOWN OF WAYLAND - TOWN CLERK'S OFFICE
NOTICE OF MEETINGS OF TOWN BOARDS/COMMITTEES/COMMISSIONS

Posted in accordance with the provisions of the Open Meeting Law

www.mass.gov/ago/openmeeting

PLEASE TYPE OR PRINT LEGIBLY

NAME OF BOARD/COMM: Board of Public Works

FILED BY: Dan Cabral

DATE OF MEETING: February 9, 2016

TIME OF MEETING: 7:00 PM

PLACE OF MEETING: DPW Facility – 66 River Road

NOTE: Notices and agendas are to be posted at least 48 hours in advance of the meetings excluding Saturdays, Sundays, and legal holidays. Please keep in mind the Town Clerk's business hours of operation and make the necessary arrangements to be sure this notice is received and stamped in an adequate amount of time.

Board of Public Works - MEETING AGENDA

- 7:00 Announcements and Agenda Review
- 7:05 Public Comment
- 7:10 Discussion on the Potential Transfer of Cremains from the Church of the Holy Spirit to Lakeview Cemetery
- 7:20 Discussion and Vote Position on STM Article 3
- 7:30 Discussion of ATM Articles
- 7:40 Discussion of Water Rates and Payments for Town-Owned & Community Facilities
- 7:50 Discussion of Library Drainage Project
- 8:00 DPW Director's Operational Report
- 8:15 Board Members' Reports, Concerns, and Updates
- 8:30 Topics not Reasonably Anticipated by the Chair 48 Hours Prior to Posting, if any
- 8:40 Review and Approve Minutes (Delivered in Advance of the Meeting)
- 8:50 Executive Session to Discuss Strategy with Respect to Recent Actions Regarding Bernstein et al v. Wayland Planning Board et al. and Review and Approval of the Executive Session Minutes of the 1/12/2016 Meeting
- 9:00 Adjourn

NOTE: Per changes to the Open Meeting Law, notice of any meeting of a public body shall include "A listing of topics that the chair reasonably anticipates will be discussed at the meeting". AG's Office guidelines state that the list of topics shall have sufficient specificity to reasonably advise the public of the issue to be discussed. Please list those topics on the above agenda

NOTE: Times are approximate and the Agenda Items may not be discussed in the exact order listed

BoPW Meeting 2/9/2016

**Discussion on the Potential Transfer of Cremains from the
Church of the Holy Spirit to Lakeview Cemetery**



WAYLAND DEPARTMENT OF PUBLIC WORKS
TOWN OF WAYLAND
66 RIVER ROAD, Wayland, Massachusetts 01778-2697

(508) 358-3672 • FAX (508) 358-4082

February 1, 2016

Rev. Fredrick P. Moser
Church of the Holy Spirit
169 Rice Road
Wayland, MA 01778

Dear Rev. Moser and Church Officials,

Gay Hughes, DPW Department Assistant, and I met with Larry Smith and Cheryl on December 17, 2015 to discuss and explore the possibility of accepting cremains that can no longer remain on the property of the Church of the Holy Spirit, 169 Rice Road, Wayland, MA.

In order for the Town of Wayland to accept these cremains, each cremains must adhere to the Town of Wayland Cemeteries' Rules and Regulations (see the attached copies of the required documentation). All of the required Town of Wayland documents must be deemed in good order by the Town of Wayland before the burial of said cremains can be scheduled with the Town of Wayland.

Also, the Town of Wayland requires a McKenzie Urn, or, McKenzie-type of urn, which needs to withstand New England weather and stay intact for a minimum of 20 years underground (see attached description).

A designated recipient, descendent, or family member of the disinterred cremains must be the accepting party from the existing cemetery at the Church of the Holy Spirit. If the recipient, descendent, or family member decides to have the cremains buried in the Wayland cemetery, they will need to contact the Town of Wayland, provide all of the required documentation, ensure that the McKenzie or McKenzie-type urn contains their family member's cremains, and thus schedule the burial.

The cost of the burials into the agreed upon Town of Wayland cemetery lots will be paid for and arranged by the Church of the Holy Spirit and/or the Episcopal Diocese.

The recipient, descendent, or family member(s) who decide to inter the disinterred cremains with the Town of Wayland must be aware of and follow the Rules and Regulations for the Town of Wayland Cemeteries.

The Church of the Holy Spirit will have adhered to all legalities related to the removal of these cremains from the grounds of the Church. The Town of Wayland will be held harmless of any legal ramifications resulting from the removal and transfer of said cremains.

The Town of Wayland will offer a maximum of four lots, each measuring 12 feet by 14 feet, to be divided into twelve, 3.5 feet x 3.5 feet grave plots. Each plot will contain burial space for two cremains and 2 flat markers which will be provided by the designated recipient, descendent, or family member. Flat markers are to measure 8" x 16", reflecting the names of the deceased and their respective dates of birth and death (please refer to attached diagram).

The Town of Wayland will allow one up right monument to be placed centered and at the head of this burial area reflecting the new burial site for the Church of the Holy Spirit. This monument will measure no higher than 36 inches, no wider than 48 inches, and a depth of 12 inches.

Future internments are restricted to only the spouse of the interred deceased.

Thank you for your attention to this, and we look forward to hearing from you regarding the above requirements.

Thank you.

Sincerely,

Mike Lindeman
DPW Superintendent
Parks and Cemeteries

Enc.



WAYLAND DEPARTMENT OF PUBLIC WORKS
TOWN OF WAYLAND
66 RIVER ROAD, Wayland, Massachusetts 01778-2697

*Stephen Kadlik, DPW Director *Mike Lindeman, DPW & Parks/Cemeteries Superintendent
(508) 358-3672 • FAX (508) 358-4082 *EMAIL ghughes@wayland.ma.us

BURIAL INFORMATION SHEET

Name of Funeral Home: _____ Today's Date: _____

Funeral Home Contact Name: _____ Phone #: _____

Family Contact Name: _____ Phone #: _____
Address: _____ Email: _____

Name of Deceased: _____ Date of Death: _____

Age: _____ Address: _____

Veteran?: _____ War/Unit: _____

Lot Owner: _____

Cemetery: _____ Section: _____ Lot #: _____

Funeral Date: _____

Time of Arrival: _____

Full Vault: _____ Remains: _____ Location of Burial within Lot: _____

*Discussion of Monument Placement according to the Town of Wayland's Cemetery Rules and Regulations were discussed with family members/persons planning burial/funeral. _____
(initialed)

**

Signature of Contact from Funeral Home or Individual Arranging Burial Date

TOWN OF WAYLAND DPW/PARKS AND CEMETERIES

41 Cochituate Road, Wayland, MA 01778 (508) 358-3676

BURIAL/INTERMENT PERMISSION FORM

1. The undersigned wishes to authorize the interment of: _____
in Cemetery: _____ Section: _____ Lot #: _____
on (Date): _____
2. The right to interment in the above designated space was purchased by: _____,
a person of whom the undersigned is in fact a lawful heir.
3. The undersigned shares an undivided interest in the right to burial in the designated space with
one or more other heirs of the Owner.
4. The undersigned acknowledges that the Proposed Interment requires the consent of all Other
Heirs and has used his or her best efforts to locate all Other Heirs, has no knowledge that any
Other Heir has declared any objection to the Proposed Interment, and each of the Other Heirs
which the undersigned has been able to locate has acknowledged his or her consent to the
Proposed Interment.
5. The undersigned agrees to indemnify and hold the Town of Wayland, DPW, Parks and
Cemeteries, or its agents harmless from and against all liability, costs and expenses which may
arise or occur as a result of, or in connection with, the failure by the undersigned, or any other
person, to deliver to the Town of Wayland, DPW, Parks and Cemeteries, or its agents all
consents to the Proposed Interment which are, or which may be, required by law.

Signature: _____

(Print) Name: _____

Address: _____

Relationship to Owner: _____

6. IN WITNESS WHEREOF, the undersigned has executed this BURIAL/INTERMENT PERMISSION
FORM as of the _____ day of _____, 20__.

Signature of Person Making Acknowledgement:

(Print) Name: _____

Address: _____

Relationship to Owner and or Person Signing in #5 above: _____

8/11/2014 approval date

- Sample -

Newton Cemetery
Corporation

791 Walnut Street, Newton Center, Massachusetts 02459-1719 (617) 332-0047 - Fax (617) 969-5520 - (800) 349-0047

Certificate of Cremation

The undersigned, being on this date the person having charge of the Crematory of Newton Cemetery hereby certifies that the burial permit and certificate of the Medical Examiner prerequisite to the cremation the body of

(DECEASED): John Doe

late of Wayland, MA
who died date
at Wayland, MA
Cause of Death Metabolic Encephalopathy
Age 90 2 24
Cremation No. 1234

have been duly presented.

By [Signature] [Signature] Date of Cremation date

- Sample -

 0000048269 Form R-309 07012014		 Commonwealth of Massachusetts Registry of Vital Records and Statistics DISPOSITION, REMOVAL OR TRANSPORTATION PERMIT		State File # 2015 XXXXX	
Information necessary for the Certificate of Death has been completed for:					
DECEDENT	Decedent Name DOE, John				
	Place of Death SUNRISE OF WAYLAND, WAYLAND, MA				
	Date of Death XXXX		Date of Birth XXXX		Sex MALE
	Residence Road , WAYLAND, MASSACHUSETTS 01778				
DECEDENT	If U.S. veteran, specify war/conflict(s) (most recent) WWII				
	Branch of military (most recent) NAVY		Rank/organization/outfit (most recent) ENSIGN		
	Date entered (most recent) XXXX		Date Discharged (most recent) XXXX		Service Number (most recent) XXX
	Certifier BETTY A POMERLEAU, MD Lic # 80118				
CERTIFIER	Addr. 233 CONCORD ROAD, LINCOLN, MASSACHUSETTS 01773				
	Immediate Cause of Death METABOLIC ENCEPHALOPATHY				
This permit authorizes the following Funeral Service Licensee or Designee to remove, dispose or transport remains as listed below:					
DISPOSITION	Funeral Licensee/ Designee CYNTHIA F BRYANT Lic # 5551				
	Facility JOHN C BRYANT FUNERAL HOME, WAYLAND, MASSACHUSETTS				
	Disposition Type CREMATION		Date of Disposition XXXX		
	Place/Address NEWTON CEMETERY CREMATORY, 791 WALNUT STREET, NEWTON, MASSACHUSETTS 02459				
Endorsements					
PERMIT	Registry of Vital Records and Statistics		Board of Health/Agent for: WAYLAND		
	State Tracking # XXXX		Local Permit # E-PERMIT		
	Date Date		Date --- Name of Agent ---		
CONFIRMATION	I hereby certify that the remains were disposed of in accordance with its terms at the place and date below:				
	Place of Disposition (Facility Name and Address) Newton Crematory 791 Walnut St. Newton, MA 02459			Signature X [Signature] Gay Hughes	
	Disposition Type cremation		Date of Disposition 4/28/2015		Name of Superintendent or Authorized Designee [Signature]
	Acceptance of Permit cremation burial 11-23-2015 Gay Hughes				

Permits printed with the designation "E-PERMIT" may be accepted by a disposition facility prior to the completion of the Local Permit #. This designation indicates that the death certificate has been electronically checked for completeness. In these cases, boards of health or their designated agents will later assign a permit number upon subsequent verification of death certification information and prior to registration by the city or town clerk or registrar. Permits without the "E-PERMIT" designation must contain a local permit number and date prior to acceptance for disposal.

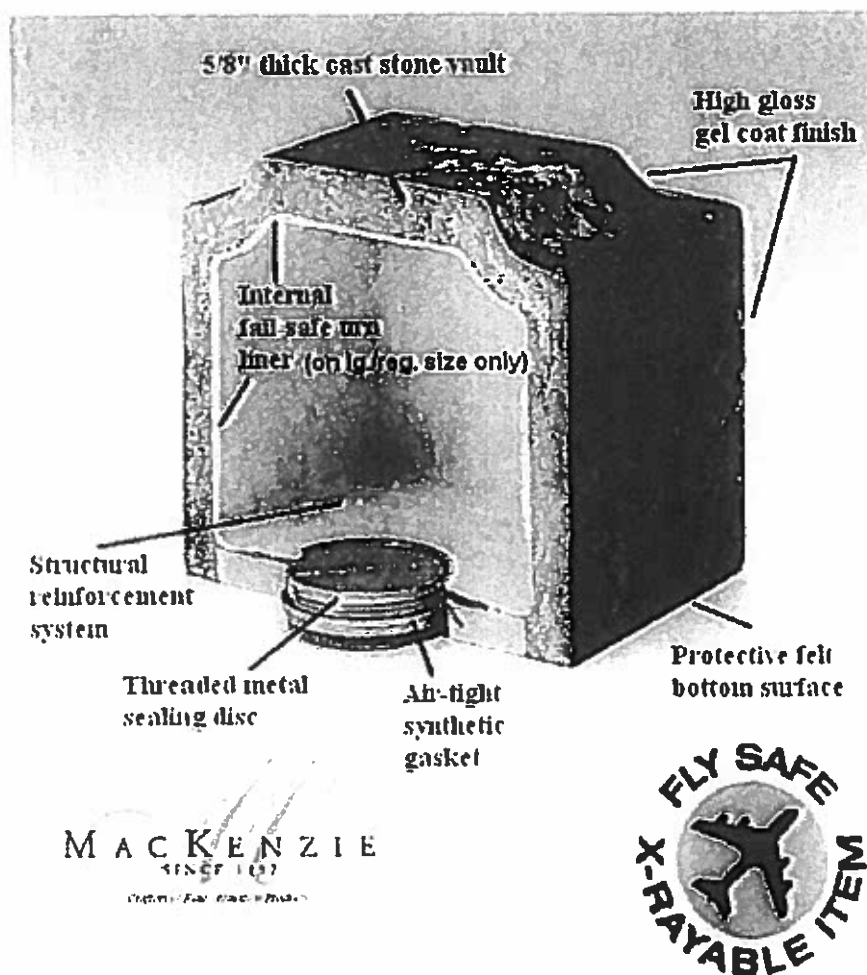
A cremation clearance from the Office of the Chief Medical Examiner is still necessary prior to cremation. For M.E.-certified death certificates, the cremation clearance may have already been issued. Clearance status at the time the permit was printed is indicated at the top of this form.

After confirmation of disposition, the disposition facility shall return the completed permit to the board of health agent as listed above and retain a copy for their records.

Hughes, Gay

From:
Sent: Wednesday, May 29, 2013 1:38 PM
To: Hughes, Gay
Subject: Mackenzie Urn

Thank you,



Close
Previous



Product Overview

The Navy Classic Urn Vault is an American made cultured marble cremation urn crafted in the heart of New England using state of the art composite technology and century old molding techniques. The MacKenzie Urn brand is our most recommended urn line because of their commitment to quality, strength and craftsmanship. Cultured marble urns are luxurious in appearance yet very durable. High strength and more resistant to denting and chipping than natural marble urns. Cultured marble is a precise blend of natural marble limestone and polyester resins. **A cremation urn and reinforced burial vault in one.**

Product Specifications and Sizes

Urn Material: Natural limestone mixed with synthetic polyester resins

Bottom Opening: Seals with a 2.5" diameter threaded metal disc and air-tight sealing gasket

Regular Size: Full Size Adult Urn, Adults 101-230 lbs.

- Dimensions: 9.75" L x 6.75" W x 6.5" H
- Urn Weight: 15 lbs
- Capacity for ashes: 210 Cubic Inches
- For people or pets weighing up to 230 lbs before cremation

XL or "oversize": For Adults 231-350 lbs.

- Dimensions: 10.5" L x 7.5" W x 7.5" H
- Urn Weight: 17 lbs
- Capacity for ashes: 325 Cubic Inches
- For people or pets weighing up to 350 lbs before cremation

Medium Size: Person/Pet 1-100 lbs.

- Dimensions: 7.5" L x 5" W x 5" H
- Urn Weight: 8 lbs
- Capacity for ashes: 90 Cubic Inches
- For people or pets weighing up to 100 lbs before cremation
- [Click Here](#) to view the medium size (smaller) version of this cremation urn.

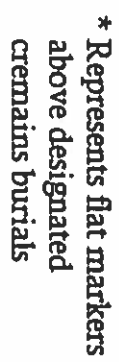
Product Features

- Our marble funeral urns can be used for display in the home, a columbarium niche or as a traditional burial urn.
- This urn is engineered to be as strong as a vault making it ideal for burial or permanent display.
- U.S Transportation Security Administration TSA tested and approved for air travel. Made of x-rayable material.
- A cotton velvet urn bag to protect the urn is optional.
- Free ground shipping anywhere in the US.

Like natural stone and marble, each of our cultured marble cremation urns are truly unique. **Patterns "veining" and colors will vary from the picture as no two marble cremation urns are exactly the same.**



Headstone, Centered in front of the 4 lots



**TOWN OF WAYLAND
WAYLAND, MASSACHUSETTS**



**RULES AND REGULATIONS
FOR THE TOWN OF WAYLAND CEMETERIES**

**ISSUED BY
THE BOARD OF PUBLIC WORKS
AND DEPARTMENT OF PUBLIC WORKS
ACTING AS THE CEMETERY COMMISSIONERS**

Adopted and Approved:

Board of Public Works Members

Mike Lowery, Chair

Chris Brown, Vice Chair

Robert Goldsmith

Jonathan Mishara

Michael Wegerbauer

Dated: October 8, 2014

BoPW Meeting 2/9/2016

Discussion and Vote Position on STM Article 3



ARTICLES SUBMITTED FOR ADMISSION TO WARRANT FOR SPECIAL TOWN MEETING

February 11, 2016

The following articles were submitted for inclusion in the Warrant for the Special Town Meeting on February 11, 2016. Please note these articles are subject to nonsubstantive revisions between now and the time the Warrant is finalized.

ARTICLE 1: WITHDRAWAL OF THE TOWN OF WAYLAND FROM THE MINUTEMAN REGIONAL VOCATIONAL SCHOOL DISTRICT

Sponsored by: Board of Selectmen

To determine whether the Town will vote to withdraw from the Minuteman Regional School District effective July 1, 2017, contingent upon the acceptance, on or before March 1, 2016, by all of the current members of the Minuteman District, and the approval, on or before December 31, 2016, by the Commissioner of Education, of the amended regional agreement dated December 21, 2015, which has been submitted to the member towns by the Minuteman Regional School Committee.

ARTICLE 2: AMENDMENTS TO THE REGIONAL SCHOOL DISTRICT AGREEMENT OF THE MINUTEMAN REGIONAL VOCATIONAL SCHOOL DISTRICT

Sponsored by: Board of Selectmen

To determine whether the Town will vote, consistent with Section VII of the existing "agreement with respect to the establishment of a Technical and Vocational Regional School District" for the Minuteman Regional School District, to accept the amendments to said agreement which have been initiated and approved by a vote of the regional school committee on December 21, 2015, and which have been submitted as restated "Regional Agreement" bearing the date of December 21, 2015 to the Board of Selectmen of each member town.

ARTICLE 3: FACILITATE IMPROVING SAFETY OF TOWN ROADS

Sponsored by: Petitioners

To determine whether the town will vote to:

- 1.) Amend chapter 19, Finances, of the Town Code by adding thereto the following new section:

19-10.Expenditures on Speed Limit Signs

Funds for erection or replacement of speed limit signs on town ways, which result in an increase in the enforceable speed limit along the way or a portion of the way to which sign relates, shall be appropriated through a separate article which includes only this item.

If a petition, with at least 25 registered Wayland voters, is received by the town administrator stating that the signers believe a certain way meets this requirement, 19 10 (this section) is assumed to apply to the way or portion of the way to which the petition relates.

- 2.) Replace chapter 36 3B of the town code with the following:

Town Counsel shall be available for consultation or research at the request of the lead petitioner for an article. There will be no charge for the initial 20 minutes. If the time spent exceeds 20 minutes, the Board of Selectmen may require the lead petitioner to reimburse the Town for Town Counsel's time at his or her standard hourly rate.

- 3.) Authorize the Board of Selectmen to petition the General Court of the Commonwealth of Massachusetts to enact a special act to reduce the maximum speed limit on Stonebridge Rd from 35 MPH to 30 MPH, and to reduce the speed limit from 30 MPH to 25 MPH from Anthony Rd until the second telephone pole downhill past the driveway cut of the newly built habitat for humanity homes. The speed limit on Stonebridge Rd was posted at no greater than 30 MPH for at least the last 15 years until it was raised to 35 MPH about 2 years ago. The habitat for humanity homes are just downhill from a blind curve which will make it very difficult to pull out from their driveway with the current speed limit in place.
- 4.) Appropriate a sum of money, not to exceed \$15000, to be expended under the direction of the Board of Public works to implement improvements which allow school buses to safely turn up Oak Hill Rd. The said funds will be appropriated by taxation, transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, or otherwise.
- 5.) Request that the Board of Selectmen work with the Town of Framingham to prohibit night time truck traffic on Stonebridge Rd

These articles were submitted for consideration for inclusion in the Warrant for the Special Town Meeting to begin on Thursday, February 11, 2016. Please note these articles are not in their final order, and are subject to nonsubstantive revisions between now and the time the Warrant is finalized.

BoPW Meeting 2/9/2016

Discussion of ATM Articles

ARTICLE DD: ACCEPT MODIFIED ROUTE 30 AND 27 INTERSECTION AS A TOWN WAY

Sponsored by: *Board of Public Works*

To determine whether the Town will vote to accept as a town way the modified intersection of Main Street (Route 27) and Commonwealth Road (Route 30) as laid out by the Board of Public Works by adding to and incorporating into the respective layouts of said town ways the parcels of Town-owned land on said Main Street and Commonwealth Road shown as Parcel Nos. 1-T-1, 1-T-2, 1-T-3 and 1-T-4 on a plan entitled "Layout, Alteration and Easement Plan of Land in Wayland, Massachusetts", (2 sheets) dated October 27, 2015, prepared by Hancock Associates, Civil Engineers, Land Surveyors and Wetlands Scientists and recorded with the Middlesex County South District Registry of Deeds as Plan No. 879 of 2015.

FINANCE COMMITTEE COMMENTS: Passage of this article will allow the Town to memorialize the Right-of-Way takings voted on and passed under Article 16 of the 2015 Annual Town Meeting Warrant.

The Route 30 (Commonwealth Road) and Route 27 (Main Street) intersection has long been identified for improvement. This intersection is one of the worst and most hazardous in the state and has qualified for governmental funding for the intersection improvements to address the safety issues. The redesign will include widening the areas with turning lanes, reconstruction of the sidewalks, changing and modernizing pedestrian walk signals and adding new bike lanes. The improvements and upgrades to this busy intersection will address these safety concerns. The project is currently being advertised through the Massachusetts Department of Transportation (MassDOT) and construction is anticipated in late spring of 2016.

ATM 2010 approved a nominal amount of \$4.00 for initial pursuit of land acquisition from four specific properties adjacent to the intersection. ATM 2013 approved \$180,000.00 for completion of the intersection design and easement acquisition. ATM 2015 approved \$100.00 for negotiation of land and easement acquisition based on engineering drawings commissioned by the Town. This is the last approval required for construction to commence.

ARGUMENTS IN FAVOR: The incorporation of the parcels identified above into the public way will grant the town sole ownership and responsibility of all infrastructure and land required to accommodate reconstruction of the intersection. This project has been in various stages of progress for many years and the Town has worked very closely with the government to complete these important intersection improvements that will benefit all residents. The intersection historically has been one of the worst in the state and has a high incidence of traffic accidents, including those involving personal injuries.

ARGUMENTS OPPOSED: The Finance Committee is unaware of any opposing arguments.

RECOMMENDATION: The Finance Committee recommends approval. (Insert vote).

QUANTUM OF VOTE: (insert text)

For more information about this article, contact Stephen Kadlik, DPW Director, at skadlik@wayland.ma.us, telephone 508-358-3672, or Sarkis Sarkisian, Town Planner, at ssarkisian@wayland.ma.us, telephone 508-358-3778. See plans at Appendix (insert).

ARTICLE AA: TRANSFER CUSTODY OF SMALL PORTION OF LAKEVIEW CEMETERY

Sponsored by: *Board of Public Works*

To determine whether the Town will vote to transfer custody of (+/-18,000) square feet of parcel 51C-047A from the Recreation Commission to the Board of Public Works for Cemetery purposes.

FINANCE COMMITTEE COMMENTS: In 2009 when the Town created the Department of Public Works (DPW) and the Board of Public Works, the Parks and Recreation Department was re-organized with the Parks portion moving to the DPW, and the Recreation portion moving to the Recreation Department. There was one small parcel of land in Lakeview Cemetery that mistakenly got placed with Recreation instead of Parks. For consistency and practical purposes, this cemetery land should be transferred from the care, custody and control of the Recreation Commission to the Board of Public Works.

ARGUMENTS IN FAVOR: This authorization would codify the original intent of the 2009 reorganization and will eliminate any future confusion over this parcel.

ARGUMENTS OPPOSED: The Finance Committee is unaware of any opposing arguments.

RECOMMENDATION: The Finance Committee recommends approval. (Insert vote).

QUANTUM OF VOTE: (insert text)

For more information about this article, contact Stephen Kadlik, DPW Director, at skadlik@wayland.ma.us, telephone 508-358-3672. See plans at Appendix (insert).

ARTICLE FOR ANNUAL TOWN MEETING

SPONSOR: Board of Public Works
RECEIVED _____

DATE: 1/15/2016

CONTACT PERSON: Mike Lowery

TELEPHONE/Day 508-397-8828
TELEPHONE/Evening 508-397-8828

BOARD VOTE _____ DATE OF VOTE _____

TITLE: Regulating Temporary signs within town rights-of-way

NO COST

TEXT: To determine whether the town will vote to amend Chapter 97 of the town bylaws to add

§97-4 Temporary Signs in the Town Rights-of-Way

Definition: "Town right-of-way" for the purposes of this bylaw shall mean town owned land or roadway easements alongside roadways maintained by the Department of Public Works or the Commonwealth of Massachusetts. Rights-of-way shall extend to include all sidewalks, utility poles, fire hydrants and other utilities, at minimum 10' back from roadway pavement or surface, and at minimum 2' back from sidewalks.

No temporary sign or advertising device shall be erected within any town right-of-way without first obtaining the written consent of the Selectmen.

Temporary signs or advertising devices so erected may be removed and disposed of without notice.

SIGNATURE OF CHAIR _____ DATE 1/15/2015

INTENT OF ARTICLE:

The article seeks to improve driver, pedestrian, and worker safety along town roads by restricting all temporary signs near the roadways.

NON-INTENT: This bylaw does *not* regulate:

- a. commercial signs or residential signs placed on an owner's property – only signs erected in the road right-of-way,
- b. political speech on town land by persons holding signs,
- c. Permanent town signboards managed by the Selectmen, nor
- d. Temporary signs authorized by the Selectmen on town land near larger town signboards.

STAKEHOLDERS:

1. **Drivers, bicyclists** – protection from fallen signs swept into the path of traffic.
2. **Pedestrians**, – protection from signs blows by winds, protection from inadvertent scattering during DPW maintenance or plowing.
3. **Wayland Police** – improving traffic safety by removing driver visual distractions.
4. **DPW**– protection from inadvertent scattering during maintenance, lessening time needed to maintain road right of way.
5. **Groups, Causes, Candidates, Businesses** who place signs on road rights of way without permission – will need to locate promotional signs back onto private property.

HISTORY & BACKGROUND

MGL Chapter 266 section 126 – Natural scenery; penalty for defacement states that no one may place signs on the property of another or controlled by a municipal board without the authorization of the owner or municipal board.

This bylaw is consistent with US Supreme Court guidance that sign regulation be content-neutral.

PRO ARGUMENTS:

The bylaw will

1. Give a clear interpretation of where temporary signs may be placed.
2. Provide for the simple recourse removal of temporary signs in the right-of-way.
3. Preserve the natural landscape and semi-rural character of Wayland.

CON ARGUMENTS:

The bylaw may it make more difficult for businesses and institutions to publicize events where they cannot gain permission of a property owner to place a sign on private land but visible to the roadway

GRAPHIC:

Road layouts typically extend back 10-12 feet from the pavement or road surface. This portion of the right of way is used for power, water, gas utilities, storm water drainage, snow storage, fire hydrants and sidewalks.

Although rights-of-way may be covered by abutter's landscaping or lawn, they are still under the control of the town. Rights of way along major town roads are maintained by the DPW.

We will include a graphic to depict this such as:



PROS:

1. Enables DPW crews to maintain lands efficiently without having to remove and replace temporary signs.
2. Protects DPW worker safety and minimizes repair costs by preventing signs from becoming entangled in equipment.
3. Protects motorist and pedestrian safety by preventing signs from being inadvertently cut up and projected away from maintenance equipment.
4. Protects motorist safety by preventing signs from blowing down and falling into the road or sidewalk.
5. Eliminates driving distractions.
6. Preserves the visual appeal of Wayland's roads and sidewalks.
7. Protects motorists' field of view that could be obstructed by temporary signs.

CONS

BoPW Meeting 2/9/2016

**Discussion of Water Rates and Payments for Town-Owned &
Community Facilities**

December 2014

correction
08/21/2015
**SEASONAL METERS
WATER BLDG METERS
BEAUTIFICATION METERS
CEMENTARY METERS**

	LOCATION	METER ID #	BILLED YEAR 2014	\$\$
WAYLAND METERS				
2601042	COCHITUATE BALL FIELD: restroom building	ID# 08697800	1508cf	\$15,594.00
2606004	bubbler(off of West Plain st)	ID# 70359311	0000cf	\$0.00
2606003	bubbler(off of Bradford st)	ID# 70309191	3200cf	\$192.56
2600247	HANNA WILLIAMS bubbler & irrigation(off of Main st)	ID# 70359316	10300cf	\$849.29
2600570	HIGH SCHOOL irr. Hot box near football field	ID# 09896612	32500cf	\$3,653.15
2600555	HIGH SCHOOL CONCESSION STAND	ID# 09324372	1100cf	\$56.55
2600125	LOKER SCHOOL irrigation hot box, rear	ID# 05278292	166800cf	\$9,298.76
2606006	LAKEVIEW CEMETERY in pit (leave in pit)	Changed meter ID# 75271273	33800cf	\$3,817.34
2606010	NORTH CEMETERY in pit (leave in pit)	ID# 07834316	20600cf	\$2,150.18
2600745	TOWN HALL irrigation/bubbler box front lawn	ID# 76407393	1500cf	\$77.25
2601023	ALPINE RD FIELD irrigation pit near hot box	BADGER METER ID# 91907670	146000cf	\$17,988.20
2601024	ALPINE RD FIELD bubbler	ID# 75271364	300cf	\$276.49
2600402	TOWN BEACH Parkland dr. in building	ID# 73594253	4000cf	\$253.60
1101530	RIVERVIEW AVE BALLFIELD bubbler	ID# 70359315	0000cf	\$0.00
BEAUTIFICATION METERS				
2601595	COMMUNITY GARDENS irr. box off of Old Sudbury rd	ID# 73680236	3200cf	\$192.56
2606009	CONCORD RD@WALTHAM RD irrigation box	ID# 73594121	700cf	\$36.05
2606007	OLD CONN.@BOSTON POST irrigation box	ID# 65689582	300cf	\$15.45
2606013	BOSTON POST RD OPP#207 irrigation box behind sign	ID# 70359365	0000cf	\$0.00
2602615	EAST PLAIN ST. ISLAND irrigation box(opp the Villa)	ID# 75271306	inactive	\$0.00
2602616	GLEZEN LN@OLD SUDBURY irrigation box	ID# 76135351	100cf	\$5.15
2606002	PLAIN RD@CONCORD RD irrigation box	ID# 76135368	100cf	\$5.15
BY APPOINTMENT ONLY				
2606005	BENT AVE CEMETERY in pit	#ID 73594258	0000cf	\$0.00
2600805	139 Boston Post Rd YMCA Camp Chickami	ID# 73460776	9600cf	\$760.88
2600810	139 Boston Post Rd YMCA Camp Chickami	ID# 73460768	41500cf	\$4,789.85
2601020	228 Glezen Swim&Tennis	ID# 63318641	71400cf	\$8,566.22

TOTAL \$68,578.68

December 2014

**SEASONAL METERS
WATER BLDG METERS
BEAUTIFICATION METERS
CEMENTARY METERS**

	LOCATION	METER ID #	BILLED YEAR 2014	\$\$
	WATER BLDGS METERS			
1111111	OLD CONN PATH RUNS 24/7 CHLORINE ANALYZER	ID# NEED INFO	0000cf	\$0.00
2301051	24 CAMPBELL RD SAMPLE SINK	ID# 73680315	25000cf	\$2,705.90
2601624	101 OLD SUDBURY CIP TANK	ID# 2601624	55900cf	\$6,608.57
2601625	101 OLD SUDBURY SAMPLE SINK	ID# 65689585	46400cf	\$4,849.92
2601626	101 OLD SUDBURY EQUIP CLEANING	ID# 08688685	1900cf	\$103.93
2601627	101 OLD SUDBURY TX PLANT	ID# 65115623	5500cf	\$368.05
2601628	46 MOORE RD SAMPLE SINK	ID# 08526095	61900cf	\$7,366.37
2601629	274 OLD CONN PATH SAMPLE SINK	ID# 07826389	36600cf	\$4,170.98

COLORS:	TRACKING USAGE ONLY
	BILL USAGE & ADMIN FEE
	BILL USAGE ONLY

TOTAL \$26,173.72

PER DON OUELLETTE:
 NO ADMIN FEE FOR BEAUTIFICATION METERS
 BILL WATER USAGE ONLY
 IF NO METER, ONLY SPIGOT, NO CHARGE
 NO BILL FOR WATER BILDGS METERS
 HIGH SCHOOL CONCESSION METER BILL ADMIN FEE
 BEACH HOUSE METER BILL ADMIN FEE
 NO CHARGE WATER ON / OFF
 ALL OTHER METERS DO NOT BILL ADMIN FEE

BoPW Meeting 2/9/2016

Discussion of Library Drainage Project

BoPW Meeting 2/9/2016

DPW Director's Operational Report

DPW Director's Report

February 9, 2016

Water Division

- Continued working on 2015 Annual State Report
- Preparing for 2015 Consumer Confidence Report
- Working with engineers on development of water main design for upcoming water main replacement project
- Working with engineers for design of Happy Hollow Well Road
- Preparing for next steps of Water Management Act Permitting
- Developing Chemical Delivery Safety SOP
- Working with MWWA to address upcoming changes to 310 CMR 22 (Drinking Water Regulations)
- Contacted James Persky from MassDEP as instructed by BoPW about Birch Road Well Project – see response attached
- Developed SOP for investigating High Water Bill Complaints to alleviate some of the abatements heard by the Board

Treatment

- General service performed on Reeves Pump Station Generator
- Set up new Chemical Transfer Pump for Chamberlain
- Electrical issue on Water Treatment Facility ultrafiltration feed pump repaired
- Performed monthly chemical feed pump calibrations at all well stations
- Brian Antonioli attended MWWA Regulatory Update Meeting

Distribution

- Performed monthly chemical feed pump calibrations at all well stations
- Brian Antonioli attended MWWA Regulatory Update Meeting
- Repaired water service at 25 Claypit Hill Road damaged by contractor removing shrubs
- Assist contractor at Happy Hollow for well swapover

Highway Division

- Responded to 7 Service Requests
- Rebuilt 2 collapsed catch basins
- Responded to 6 pothole complaints
- Assisted the Water Division with a water main break
- Treated and plowed roadways, sidewalks, and schools in response to 3 storm events
- Responded to 6 sign requests (Sign Boards & Traffic Signs)

Park Division

- Responded to 1 Service Request
- Performed 4 burial interments
- Assisted the Transfer Station with the chipping of Christmas Trees
- Assisted the Highway Division with responding 3 storm events
- Continued the roadway up-branching program
- In-depth maintenance of mowing equipment

Transfer Station Division

- In FY2016, 2058 Full Stickers have been sold as of February 4, 2016. Of those, 1393 were paid by check (68%), 582 were paid by credit card on-site (28%), and 83 were purchased online (4%). Sales in FY16 are currently up slightly - at this point in FY2015, 2048 Full Stickers had been sold.
- In FY2016, 199 Recycle Only Stickers have been sold as of January 6. Of those, 166 were paid by check (83%) and 33 (17%) were paid by credit card. Sales in FY16 are currently up 6% - at this point in FY2015, 187 Recycle Only Stickers had been sold.

From: Persky, James (DEP) [james.persky@state.ma.us]
Sent: Thursday, February 04, 2016 1:00 PM
To: Millette, Don
Cc: cbrown93@comcast.net; Kadlik, Stephen
Subject: RE: Framingham Birch Road Wells

The Framingham Birch Road Well project has been on hold for nearly a decade. Last spring, I was given the impression that Framingham might attempt to get it going again, but I haven't heard anything from them since then. Framingham may be doing some investigation on their own behalf right now, but they have not submitted anything to MassDEP to return to the permitting process.

In the testing that was previously done, there was nothing to suggest that Framingham's wells would have any impact on Wayland's wells. The Birch Road Wells are just under a mile from the Happy Hollow Wells (about 0.95 miles).

James Persky
MassDEP Drinking Water Program
Northeast Regional Office
(978) 694-3227
FAX (978) 694-3498

-----Original Message-----

From: Millette, Don [<mailto:dmillette@wayland.ma.us>]
Sent: Thursday, February 04, 2016 8:05 AM
To: Persky, James (DEP)
Cc: cbrown93@comcast.net; Kadlik, Stephen
Subject: Framingham Birch Road Wells

Good Morning Mr. Persky,

During my last Board of Public Works Meeting, the subject of the Framingham Birch Road Well project was discussed. Many folks in Town are concerned of the impact that the wells may have on our Happy Hollow Wells due to the close proximity. My Board asked me to reach out to you to get a better idea on where this project stands at this time. I recently returned to Wayland as the Water Superintendent after working 5 years in Weston and need to get up to speed on this subject. Any information that you could provide would be helpful.

Thank you for your time,

Don Millette
Water Superintendent
Wayland DPW Water Division
Office 508-358-3699

BoPW Meeting 2/9/2016

Board Members' Reports, Concerns, and Updates

BoPW Meeting 2/9/2016

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

BoPW Meeting 2/9/2016

Review and Approve the Minutes of the 1/26/2016 Meeting

WAYLAND BOARD OF PUBLIC WORKS

Wayland DPW Facility

January 26, 2016

7:00 PM

MEETING MINUTES

DRAFT

Present: C. Brown (Chair), M. Lowery (Vice Chair), W. Baston, M. Wegerbauer, S. Kadlik (Director)

Absent: J. Mishara

Meeting opened at 7:00 PM

Brown announced that the meeting is being recorded.

Brown opened the meeting with a review of the agenda.

Brown asked for public comment – there was none.

Topics Not Reasonably Anticipated by the Chair 48 Hours Prior to Posting

Brown discussed the status of FY17 Water Capital Requests pertaining to radio read meters.

Brown noted that the Finance Committee will review the wireless meter capital request at their next meeting on Thursday, 1/28/2016.

Lowery noted that the Finance Committee had proposed changes to the capital requests that were not discussed by the Board of Public Works.

Brown clarified that the \$200,000 capital request to fund water meter replacements would be needed even if funding for remote-read meter systems is not ultimately sought.

Water Superintendent Don Millette suggested delaying a capital article seeking funding for new billing software if it would not be in conjunction with funding for radio read meters.

Millette discussed remote-read meter technology currently available for consideration.

Brown added that in his opinion, it would be prudent to delay seeking capital funding for remote meters and software, but still proceed with the \$200,000 sought for meter replacement.

Wegerbauer asked Millette what, in his opinion, would be optimal method of meter reading.

Millette responded that a drive-by system capable of migrating to a radio-read system in the future would be optimal.

Wegerbauer expressed his concern that a drive-by system would limit the ability to quickly detect leaks based on sudden increases in consumption.

Lowery noted that, in his opinion, the best permanent meter-reading system should be implemented rather than conducting a pilot study.

Brown added that, in his opinion, it would be premature to identify a preferable system prior to receiving the results of Tata & Howard's analysis of the systems under consideration.

Kadlik noted that the Finance Committee had also sought to remove the capital request for water tank cleaning, but added that the cleaning is critical to ensure the Town will pass future DEP Sanitary Surveys.

Wegerbauer expressed his concern over decisions made by the Finance Committee to eliminate items from the Capital Budget funded by the Water Enterprise Fund.

Lowery clarified that it is the sole authority of the Board of Public Works to determine expenditures from the Water Enterprise Fund.

Wegerbauer asked if the capital request for meter replacement would fund the installation of meters that would be compatible with a remote-read meter system.

Brown discussed potential criticism a remote read meter system may receive at Town Meeting, and expressed his concern that not enough data has been gathered to support a pilot study at this time.

Brown made a motion that representatives from the Board of Public Works attend the upcoming Finance Committee meeting on Thursday, 1/28/2016 to discuss the necessity of the \$200,000 capital request for water meter replacements, but forgo funding for a remote-read pilot study and billing software.

Lowery 2nd

Lowery asked if a meter could be purchased now that could be adapted later to another reading system.

Millette responded that the meters installed could be adapted to alternative meter reading systems.

Lowery asked if it would be feasible to first implement remote read metering on commercial properties.

Millette responded that they could be installed on commercial accounts first if desired.

Wegerbauer made an amendment to increase the capital funding for meter replacement by \$15,000 to fund the purchase of meters that are capable of being read remotely.

Lowery 2nd.

Lowery asked if spending of the \$200,000 for meter replacements could be delayed until the authorization for the implementation of a radio read system is gained at Town Meeting.

Brown noted that capital funding does not need to be spent within a particular fiscal year.

Baston offered a friendly amendment to Wegerbauer's amendment that remote read meters purchased with the additional \$15,000 would be installed only on commercial accounts and the accounts of residents who choose to opt in.

Lowery 2nd the amendment.

Brown asked Millette if standard water meters could be converted to remote-read meters.

Millette responded that they can be, and the wireless reader could be added later.

Amendment Vote: Wegerbauer in favor; Baston, Brown, and Lowery opposed. (amendment failed)

Original Motion Vote: Baston, Brown, Lowery in favor; Wegerbauer opposed. (original motion passed)

Meeting with Energy Committee re: The Potential Installation and Maintenance of LED Street Lights

Bill Huss and Anne Harris from the Energy Initiative Advisory Committee appeared before the Board to discuss the potential installation of LED street lighting.

Huss discussed the current street lights used and potential cost savings when converting street lights to LED.

Huss referenced a handout provided to the Board, "Wayland Street Lighting: Preliminary Discussion of LED Retrofit Opportunity."

Lowery noted that the street lighting falls under the jurisdiction of the Board of Selectmen.

Huss noted that she had spoken with the Board of Selectmen, who indicated that the DPW should also be informed.

Lowery asked what the difference in color temperature between the currently used incandescent light and LED light, and requested technical information about the fixture and potential light pollution.

Harris noted that there are currently 16 LED street lights that were installed as a test in Town, and no complaints have been received date.

Harris clarified that the LED street lights had been installed in the area of the intersection of Routes 27 and 30, in front of the Library, and in a residential section of Plain Road.

Harris noted that it is her impression that the Energy Initiative Advisory Committee is seeking a department willing to take ownership of the lighting.

Items Included as Part of Agenda Packet for Discussion

- Wayland Street Lighting: Preliminary Discussion of LED Retrofit Opportunity

Review of Board of Selectmen Draft Sign Policy

Lowery noted that the Board of Selectmen is reviewing their existing sign policy, and wished to coordinate their policy with the Board of Public Works.

Baston expressed his concern that the placement of too many ‘a-frame’ signs may impact traffic line-of-sight.

Lowery suggested that the period of display be noted in the permission email, and the email be distributed to the DPW and Police.

Lowery recommended that the illumination of the signs be prohibited.

Brown expressed his concern about out-of-town organizations being allowed to post signs within Wayland.

Wegerbauer recommended that sign requests from Wayland organizations take precedence over request from out-of-town organizations.

Wegerbauer suggested that the Board of Public Works recommend to the Board of Selectmen that no more than 3 or 4 signs be allowed at a time in any one location, with preference given to Wayland-based organizations.

Lowery suggested that the penalty for non-compliance should be their removal without notice.

Brown summarized the requests the Board of Public Works will make to the Board of Selectmen: The DPW and Police would be notified of signs’ periods of display, the Board’s opposition to illuminated signs, limited the number of signs in any one area to 3 or 4, give preference to in Wayland-based organizations, and ensure the signs are properly secured.

Items Included as Part of Agenda Packet for Discussion

- 01-12-2016 Email from Selectman Mary Antes re: BoS Draft Sign Policy

Discuss and Potentially Set Transfer Station Revolving Fund Target Balance

Wegerbauer noted that the target balance would not need to be set immediately, and suggested the topic be delayed until April.

Kadlik noted that he plans to inventory and assess the condition of the equipment at the Transfer Station.

Items Included as Part of Agenda Packet for Discussion
- 1/21/2016 Transfer Station Budget Line –Item Comparison

Discussion of ATM Articles

The Board discussed the recently-held Town Warrant Article Hearing.

Brown described questions concerning the Town Meeting Article regarding signs in the right-of-way.

Lowery noted that Selectman Cherry Karlson that the word ‘pavement’ be expanded to include ‘or road surface.’

Brown noted that the discussion of ATM Articles will be kept on the agenda through Town Meeting.

Discussion of Library Drainage Project

Baston noted that representatives from Tighe & Bond will be meeting with him on Thursday, 1/28/2016 at 8:00AM to discuss drainage options.

Lowery asked if a project timeline has been given, the status of the MEMA extension, and whether a contractor had been retained to locate drainage.

Lowery expressed his concern that the timeline for the project to be identified soon.

Items Distributed for Information and Use by the Board of Public Works
- 1/21/2016 Email from Janet Moonan of Tighe & Bond re: Wayland Library MEMA Grant Project Update
- 9/29/2014 Tighe & Bond Library Drainage Improvements – Conceptual Plans
- 01/2016 Tighe & Bond Topography Site Plan
- 04/2011 Tighe & Bond Historic USGS Figure

Discussion of the Potential Installation of Birch Road Wells in Framingham

Millette noted that Framingham’s timeline for the potential installation is still unclear.

Millette noted that the installation would have an impact on the Sudbury River as well as Wayland’s wells.

Lowery asked Millette if he has any recommendations to enable the risk to the Town’s wells to be quantified.

Lowery noted that the Board should express their concerns to the Town Administrator, and ask that she draft a letter to Town of Framingham requesting to be notified of meetings, the authority to comment, and copies of all reports pertaining to the Birch Road wells.

Lowery made a motion that the DPW Director to write a letter to be sent to Town of Framingham to be notified requesting to be notified of meetings, the authority to comment, and copies of all reports pertaining to the Birch Road wells.

Wegerbauer 2nd, all in favor.

Linda Segal, 9 Aqueduct Road, noted that Jim Persky of the DEP allows individuals the opportunity to do a file review of a particular project.

Lowery requested that the 'Discussion of the Potential Installation of Birch Road Wells in Framingham' be scheduled for 15 minutes on a future agenda when Tom Sciacca is available to provide comment to the Board.

Wegerbauer suggested that the future agenda item be scheduled after Millette conducts a file review of the project with Jim Persky of the DEP.

DPW Director's Financial Report

Kadlik discussed the 1/21/2016 DPW Year-to-Date Budget Summary distributed to the Board.

Items Included as Part of Agenda Packet for Discussion
- 1/21/2016 DPW Operating Budget Summary

Board Members' Reports, Concerns, & Updates

Baston noted that he would like a procedural document drafted to address the process by which chemical deliveries are received by the Water Division.

Kadlik described updated procedures concerning chemical deliveries currently in use.

Baston asked the status of the Transfer Station access road.

Brown noted that it is currently on hold pending the River's Edge Development.

Wegerbauer discussed recent meetings of the River's Edge Advisory Committee and the current process to identify a contractor for the project.

Wegerbauer asked Kadlik if a determination could be made when the ice on Mill Pond is safe to skate on.

Kadlik noted that the determination of when it is safe to skate is made by the Recreation Department, and the DPW is only responsible for taking the measurement of the ice.

Lowery thanked the DPW for recently patching potholes on Lakeshore drive.

Lowery asked about the status of a recent water main break on West Plain Street.

Millette clarified that it was actually a service leak and has been repaired.

Brown noted that two seats on the Board are up for re-election, and asked the members in question if they intend to run again.

Wegerbauer and Lowery both acknowledged that they remain undecided if they will run for another term.

Brown distributed a memo from the Finance Committee concerning the preparation of warrant articles and delegated specific articles to Board members for preparation.

Kadlik noted that the agenda item, 'Discussion on the Potential Transfer of Cremains from the Church of the Holy Spirit to Lakeview Cemetery' needs to be placed on the next agenda.

The Board determined that the next meetings will occur on 2/9/2016 and 2/23/2016.

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

- 1/23/2016 Memo from Finance Committee re: Warrant Article Preparation/Information for the Finance Committee

Review & Approve the Minutes of the 1/12/2016 and 1/15/2016 Meetings

1/12/2016 Meeting Minutes

Lowery noted a correction on the last paragraph of page 1, changing 'further research' to 'a comparison.'

Lowery requested an addition to the Preliminary Discussion of WRAP Requirements to note that Lowery and Wegerbauer had not completed the review of their assigned divisions.

Wegerbauer noted a correction on page 1, indicating that the \$7000 deficit in the Transfer Station budget is due to timing.

Brown made a motion to approve the meetings of the 1/12/2016 Board of Public Works meeting as amended.

Baston 2nd, all in favor.

1/15/2016 Meeting Minutes

Brown noted that the meeting was not recorded.

Lowery made a motion to approve the meetings of the 1/15/2016 Board of Public Works meeting as amended.

Wegerbauer 2nd, all in favor.

Items Included as Part of Agenda Packet for Discussion
- 1-12-2016 Board of Public Works Meeting Minutes Draft
- 1-15-2016 Board of Public Works Meeting Minutes Draft

Wegerbauer made motion to adjourn.

Lowery 2nd, all in favor.

Meeting adjourned at 9:18 PM

BoPW Meeting 2/9/2016

**Executive Session to Discuss Strategy with Respect to Recent
Actions Regarding Bernstein et al v. Wayland Planning Board
et al. and Review and Approval of the Executive Session
Minutes of the 1/12/2016 Meeting**

MOTION TO GO INTO EXECUTIVE SESSION

CHAIR: I move 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 v. Wayland Planning Board et al. and the review and approval of the executive session minutes of the 1/12/2016 Meeting

<Second>

<Roll Call Vote>

CHAIR: The Chair invites attendance by <names of any attendees other than members of the Board of Public Works>.

CHAIR: The Board will reconvene in open session in approximately ten minutes for the purpose of adjourning.