

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: _____ November 7, 2017

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
- 7:01 Public Comment
- 7:05 Irrigation Application Review: 17 Dean Road
- 7:10 Irrigation Application Review: 23 Dean Road
- 7:15 Irrigation Application Review: 317 Concord Road
- 7:20 Discussion and Potential Board Vote Concerning DPW Capital Items
- 7:30 Discussion and Potential Board Vote on BOPW/DPW Related Special Town Meeting Articles
- 7:45 Discussion Regarding Contractor Temporary Signs on the Road Right-of-Way
- 8:00 DPW Director's Operational Report
- 8:20 Board Members' Reports, Concerns, and Updates
- 8:45 Topics not Reasonably Anticipated by the Chair 48 Hours Prior to Posting, if any
- 8:50 Review and Approve Minutes of the 10/24/17 Meeting
- 8:55 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 11/7/2017

Irrigation Application Review: 17 Dean Road



**TOWN OF WAYLAND
DEPARTMENT OF PUBLIC WORKS**

Permit# _____

66 River Road
Wayland, MA 01778

TEL: 508-358-3672

FAX: 508-358-4082

Application & Agreement for the Installation of an Underground Irrigation System

As governed by Town Bylaw Chapter 191

Please complete all applicable sections of this application and review the attached bylaws concerning irrigation systems.

Systems which cover more than 15,000 square feet are prohibited from being installed or expanded.

Location: 17, DEAN ROAD, WAYLAND, MA 01778

Lot Area & Description (limited to 15,000 square feet): Front / Side lawn areas approx. 13000 square feet.

Owner: NARAYANASWAMY and VIJAYA RAMESH

Address: 17 DEAN ROAD, WAYLAND, MA 01778

Phone: 508 647 4017

Contractor: BOSTON IRRIGATION, LLC

Address: 330, COCHITUATE RD #1480, FRAMINGHAM, MA 01701

Phone: 508- 581- 3574 Gabriella Cardarelli

Please attach a proposed plan of the installation & calculation of the square footage.

The Plan MUST include:

- ☒ Area covered by the irrigation system
- ☒ The location of the entire septic system (within 20 ft of a septic system prohibited)
- ☒ Backflow device (manufacturer and model) WATTS, 800 M4QT
- ☒ Rain Gauge / Moisture Detector (manufacturer and model) Hunter Rain Sensor, WR-CLK-R
- ☒ Programmable Timer
- ☒ Shutoff Valve
- ☐ WELL WATER (Irrigation Only)

I/we understand and agree that the Town of Wayland does not guarantee to furnish constant water pressure nor uninterrupted service, and that the Board of Public Works reserves the right to restrict the use of water during dry seasons or under any emergency condition.

Owner Signature: [Signature]

Date: June 27, 2017

Contractor Signature: [Signature]

Date: July 7th 2017

The Board of Public Works and the Department of Public Works urge conservation and the prevention of water waste. Please conserve by watering at appropriate time of the day.

DPW Director Signature: _____ Date: _____

Fee: \$50.00

Check # 1184

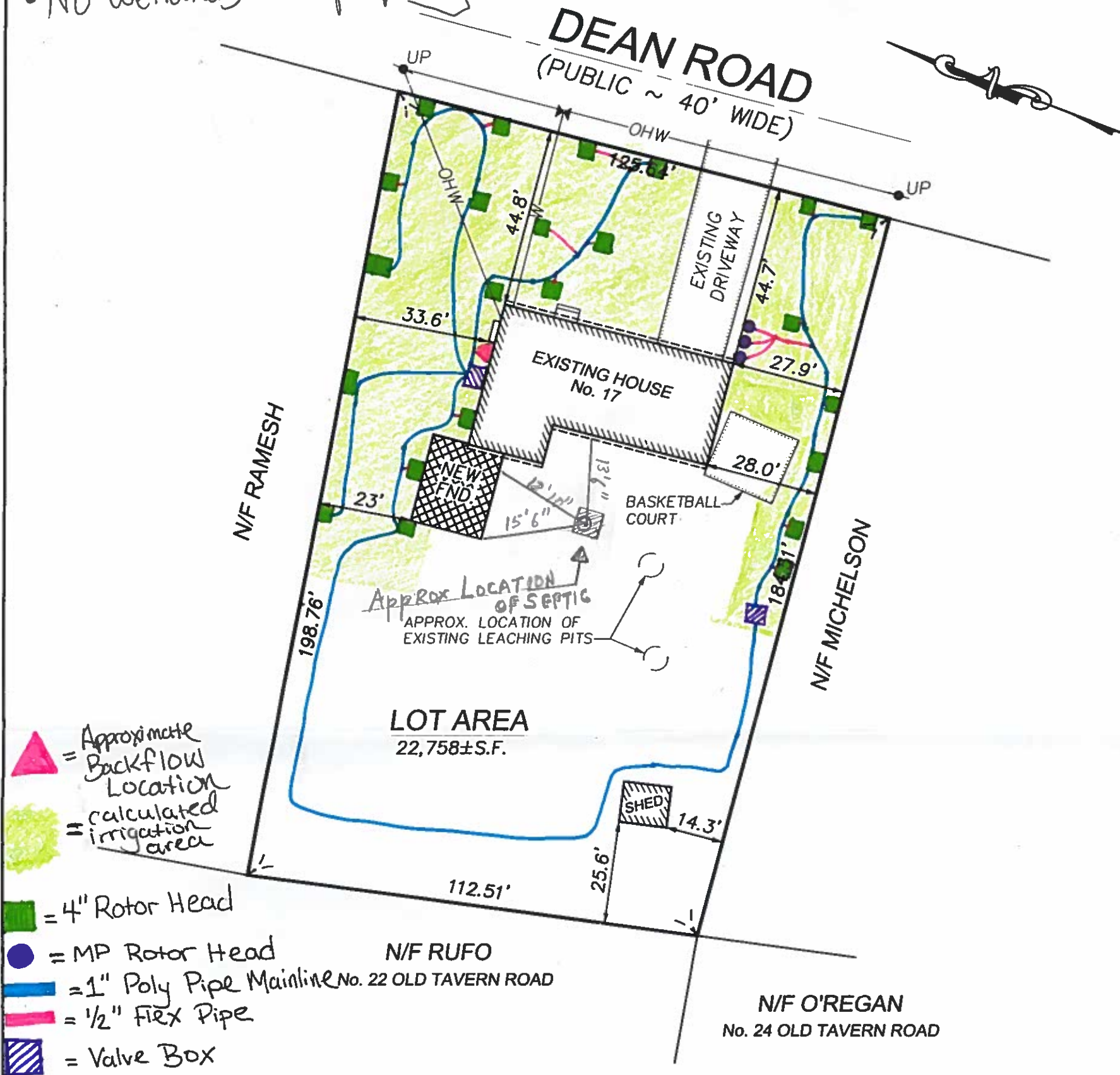
NOTES:

1. THIS PLAN SHALL NOT BE RECORDED OR USED TO ESTABLISH PROPERTY LINES.
2. THIS PLAN REFERS TO WAYLAND ASSESSOR'S MAP 52, LOT 118.
3. THE EXISTING DWELLING LIES IN ZONE 'C' AS SHOWN ON FIRM COMMUNITY PANEL 250224 0004B, DATED JUNE 1, 1982.

• No wetlands on property

ZONE CLASSIFICATION:

SINGLE RESIDENCE:	30,000 SF ~ 150 FT
FRONT LOT LINE SETBACK	= 30 FT
STREET CENTER LINE SETBACK	= 55 FT
SIDE LOT LINE SETBACK	= 20 FT
REAR LOT LINE SETBACK	= 30 FT
MAX. LOT COVERAGE	= 20%
MAX. BUILDING HEIGHT	= 35 FT (OR 2-1/2 STORIES)



PREPARED FOR: DOW DESIGN & CONSTRUCTION, INC.
64 DRAPER ROAD
WAYLAND, MA 01778

"BASED ON AN INSTRUMENT SURVEY, I CERTIFY THAT THE EXISTING HOUSE IS LOCATED AS SHOWN HEREON."



Todd P. Chapin
PROFESSIONAL LAND SURVEYOR

6/10/03
DATE

"CERTIFIED FOUNDATION PLAN"
OF LAND IN
WAYLAND, MA

SCALE: 1" = 30'

DATE: 10 JUNE 2003

THE JILLSON COMPANY, INC.

P.O. BOX 2135
FRAMINGHAM, MA 01703-2135
(508) 485-0500
www.JILLSONCOMPANY.com

JOB #1158

BoPW Meeting 11/7/2017

Irrigation Application Review: 23 Dean Road



**TOWN OF WAYLAND
DEPARTMENT OF PUBLIC WORKS**

41 Cochituate Road
Wayland, MA 01778

Permit# _____

TEL: 508-358-3672

EMAIL: water@wayland.ma.us

FAX: 508-358-3679

Application & Agreement for the Installation of an Underground Irrigation System

As governed by Town Bylaw Chapter 191

*Please complete all applicable sections of this application and review the attached bylaws concerning irrigation systems.
Systems which cover more than 15,000 square feet are prohibited from being installed or expanded.*

Location: 23 Dean Road, Wayland MA

Lot Area & Description (limited to 15,000 square feet): 15,000 13212 SF

Owner: JAYAPRAKASH
Jay-Prakashi Nair

Address: 23 Dean Road, Wayland MA

Phone: (617) 957-1248

Contractor: Irritech Inc.

Address: 200 Massmills Dr., Lowell MA

Phone: (412) 722-9068

Please attach a proposed plan of the installation & calculation of the square footage.

The Plan MUST include:

13,212 SF Area covered by the irrigation system

Back of house The location of the entire septic system (within 20 ft of a septic system prohibited)

☒ Backflow device (manufacturer and model) HC 27261

☒ Rain Gauge / Moisture Detector (manufacturer and model) Wireless Rain Sensor - Hunter

☒ Programmable Timer Pro-c -400i Hunter

☒ Shutoff Valve

I/we understand and agree that the Town of Wayland does not guarantee to furnish constant water pressure nor uninterrupted service, and that the Board of Public Works reserves the right to restrict the use of water during dry seasons or under any emergency condition.

Owner Signature: [Signature]

Date: 07/17/2017

Contractor Signature: [Signature]

Date: 07/15/2017

The Board of Public Works and the Department of Public Works urge conservation and the prevention of water waste. Please conserve by watering at appropriate time of the day.

DPW Director Signature: _____ **Date:** _____

Fee: \$50.00

Check #

209



ESTIMATE

Irritech Inc.

Irrigation Systems

+1 (412) 722-9068

Office: 200 massmills Dr. apt201

Lowell, MA

Customer:

JAY PRAKASH NAIR
JAY PRAKASH

DATE: 07/17/2012

Address:

23 DOWN ROAD, Weyland, MA

Phone number:

QTY.	MATERIAL	UNIT
45	ROTARY SPRINKLERS	
9	VALVES (ZONES)	
1	BACKFLOW HC 27261	
1	WIRELESS RAIN SENSOR HUNTER	
1	PROGRAMMABLE TIMER - PROC - HUNTER	
3	CONTROL BOXES	
<hr/>		
	TOTAL LOT SF - 22,512	
	LESS HOUSE - 3,500	
	" PATIO - 800	
	" DRIVEWAY - 2,000	
	" BACK AND BACK - 3,000	
	TOTAL SF IRRIGATION: 13,212	

BoPW Meeting 11/7/2017

Irrigation Application Review: 317 Concord Road



**TOWN OF WAYLAND
DEPARTMENT OF PUBLIC WORKS**

66 River Road
Wayland, MA 01778

TEL: 508-358-3672

FAX: 508-358-4082

Permit# _____

Application & Agreement for the Installation of an Underground Irrigation System

As governed by Town Bylaw Chapter 191

*Please complete all applicable sections of this application and review the attached bylaws concerning irrigation systems.
Systems which cover more than 15,000 square feet are prohibited from being installed or expanded.*

Location: 317 Concord Road Wayland MA

Lot Area & Description (limited to 15,000 square feet): 13,000 square feet front and back lawn

Owner: Peter and Azelene EDOUARZIN

Address: 317 Concord Road

Phone: 617 852-5177

Contractor: Michael Busa

Address: 18 Rosslare Road Frammingham MA 01701

Phone: 508-735-4460

Please attach a proposed plan of the installation & calculation of the square footage.

The Plan MUST include:

- ☒ Area covered by the irrigation system
- ☐ The location of the entire septic system (within 20 ft of a septic system prohibited)
- ☐ Backflow device (manufacturer and model) Fesco, 1", model #745
- ☐ Rain Gauge / Moisture Detector (manufacturer and model) Hunter Mini-click
- ☐ Programmable Timer Hunter X-core
- ☐ Shutoff Valve Apollo
- ☐ WELL WATER (Irrigation Only)

I/we understand and agree that the Town of Wayland does not guarantee to furnish constant water pressure nor uninterrupted service, and that the Board of Public Works reserves the right to restrict the use of water during dry seasons or under any emergency condition.

Owner Signature: 

Date: 8/18/17

Contractor Signature: Peter Edouardin for Mike Busa

Date: 8/18/17

The Board of Public Works and the Department of Public Works urge conservation and the prevention of water waste. Please conserve by watering at appropriate time of the day.

DPW Director Signature: _____ Date: _____

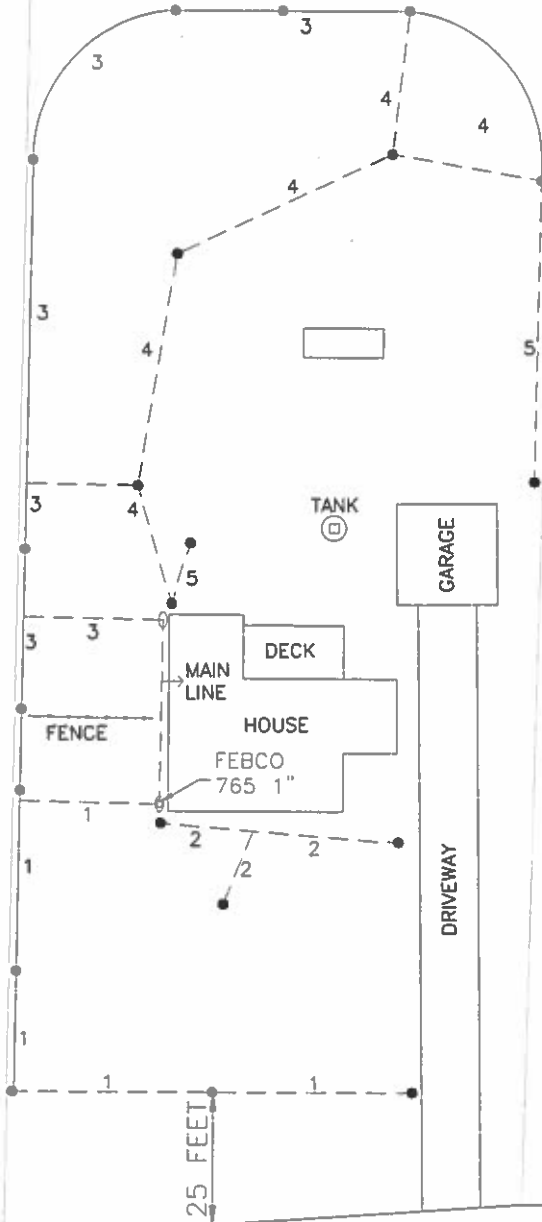
Fee: \$50.00

Check # _____



NO WET LANDS

APPROXIMATE
PROPERTY LINE



WAYLAND KEY PLAN

NOT TO SCALE

Irrigation		
Quantity	Symbol	Description
Sprinkler		
5		Hunter PGP 360
7		Hunter PGP 90
11		Hunter PGP 180
Backflow Device		
1	⊙	1" Febco 765
Control Valves		
5		Hunter PGV-100MB
1		Controller Hunter X Core
Irrigation Accessories		
1		Hunter WR - Click
1		Apollo (Shutoff Valve)
Pipe		
800 Ft	—	Poly 100 1"
30 Ft	---	Main Line Pipe Poly 100 1"
Total Irrigated Area		
13004 sq ft		

CONCORD ROAD

PLAN

SCALE: 1" = 20'-0"



DATE	BY	DESCRIPTION	BY	DATE

IRRIGATION PLAN 317 CONCORD ROAD

SCALE: 1"=20'-0"	DESIGN BY:	DRAWN BY:	CHECK BY:	PLAN NO.	ISSUE
DATE: 10/02/2017				SHEET	0

BoPW Meeting 11/7/2017

**Discussion and Potential Board Vote Concerning DPW Capital
Items**

DPW 5-YEAR CAPITAL PLAN							
Highway, Park, and Transfer Station Divisions							
	CATEGORY	DESCRIPTION	2019	2020	2021	2022	2023
DPW 01	INFRASTRUCTURE	ROAD & SIDEWALK RENOVATIONS	\$750,000	\$785,000	\$825,000	\$865,000	\$910,000
DPW 02	EQUIPMENT	HEAVY EQUIPMENT	\$95,000		\$80,000		
			Tractor P59		Wacker H32		
			\$120,000				
			Backhoe P55				
DPW 03	EQUIPMENT	LIGHT EQUIPMENT	\$95,000				
			Gang Mower P57				
DPW 04	EQUIPMENT	HEAVY TRUCKS	\$250,000		\$250,000	\$250,000	\$250,000
			Swap Loader P52		Dump H15	Swap H14	Swap H40
					\$250,000		
			Dump H18				
DPW 05	EQUIPMENT	LIGHT TRUCKS	\$95,000	\$95,000	\$95,000	\$90,000	\$90,000
			Dump P54	Dump P50	Dump P53	Util H2	Dump H6
			\$95,000	\$50,000		\$95,000	\$90,000
			Dump H5	SUV H1		Dump P60	Dump H7
			\$95,000				
		Dump P51					
DPW 06	EQUIPMENT	COMPACTOR REPLACEMENT		\$50,000		\$50,000	
DPW 07	INFRASTRUCTURE	RT 20 SOUTH LAYDOWN AREA DSN & CONST	\$150,000	(Est Dsn)	\$750,000	(Est Con)	
DPW 08	INFRASTRUCTURE	DPW FACILITY CAPITAL MAINT (Facilities Dept)					\$100,000
DPW 09	INFRASTRUCTURE	CEMETERY CAPITAL IMPROVEMENTS				\$125,000	
DPW 10	INFRASTRUCTURE	TRANSFER STATION FENCING & GATES		\$40,000			
DPW 11	INFRASTRUCTURE	CONCORD ROAD CULVERT REHAB	\$150,000				
TOTAL			\$1,680,000	\$1,985,000	\$1,500,000	\$1,475,000	\$1,440,000
Water Division							
	CATEGORY	DESCRIPTION	2019	2020	2021	2022	2023
WTR 01	EQUIPMENT	METER REPLACEMENTS	\$520,000				
WTR 02	INFRASTRUCTURE	WATER MAIN PROJECTS	\$950,000	\$750,000	\$750,000	\$750,000	\$750,000
WTR 03	EQUIPMENT	VEHICLE REPLACEMENTS	\$95,000		\$90,000	\$90,000	
			Dump W4		Util W6	Util W3	
			\$95,000		\$200,000		
			Util W5	LCF Util W9			
WTR 04	EQUIPMENT	GATE VALVE EXERCISING TRAILER		\$70,000			
WTR 05	EQUIPMENT	REPLACE FILTERS MEDIA				\$1,500,000	
WTR 06	INFRASTRUCTURE	CAMPBELL MANGANESE REMOVAL DSN & CONST			\$400,000	(Est Dsn)	(Est Con)
WTR 07	INFRASTRUCTURE	SECOND WATER TANK DSN & CONST		\$500,000	(Est Dsn)	\$2,500,000	(Est Con)
WTR 08	INFRASTRUCTURE	TREATMENT PLANT IMPROVEMENTS		\$500,000			
WTR 09	INFRASTRUCTURE	PLC UPGRADES	\$350,000				
TOTAL			\$2,010,000	\$1,820,000	\$3,940,000	\$6,840,000	\$750,000
DPW / Recreation / FacilitiesMOU							
	CATEGORY	DESCRIPTION	2019	2020	2021	2022	2023
MOU 10	LAND / IMPROVEMENT	ALPINE FIELD DESIGN & CONSTRUCTION	\$200,000				
MOU 16	LAND / IMPROVEMENT	PLAYGROUND CONSTRUCTION		\$100,000	\$100,000	\$175,000	
MOU 17	LAND / IMPROVEMENT	RIVERVIEW BALL FIELD RENOVATION & IRR CONST	\$150,000				
MOU 20	LAND / IMPROVEMENT	CLAYPIT HILL SCHOOL FIELD RENOVATIONS		\$150,000	\$150,000		
MOU 21	LAND / IMPROVEMENT	MIDDLE SCHOOL FIELD RENOVATIONS		\$50,000			
MOU 26	LAND / IMPROVEMENT	CLAYPIT HILL SCHOOL BASKETBALL COURT REHAB				\$250,000	
TOTAL			\$350,000	\$300,000	\$250,000	\$425,000	\$0
Items in yellow subject to further Board disucssion and potential revision							



TOWN OF WAYLAND

41 COCHITUATE ROAD
WAYLAND, MASSACHUSETTS 01778

CAPITAL APPROPRIATION REQUEST

FY19 - FY23 (FIVE YEARS)

PROJECT INFO:

DPW Server	No
<i>Project Title</i>	<i>Included in Prior 5 Year Capital Plan? (Y/N)</i>

PROJECT SPONSOR:

Tom Holder - DPW Director / Board of Public Works	T. Holder - 508-358-3672
<i>Sponsor (Advocate) Name</i>	<i>Contact Information</i>

APPROVING BODY / VOTE:

<i>Contact Name and Email Address</i>	<i>Date and Quantum of Vote (if required)</i>

PROJECT DESCRIPTION:

Purchase and installation of a computer server to be housed at the DPW Facility

PROJECT JUSTIFICATION:

As the DPW's technical role has evolved, it has become more necessary for the DPW to house its own computer server within the DPW Facility, similar to what is currently in use at the Public Safety Building. The DPW's current technological needs, and the addition of an Engineering Department, in-house GIS services, a new video surveillance system at the DPW Facility, a planned new asset management program, and a planned advanced water metering system make the installation of an in-house server a logical upgrade.

EVALUATION CRITERIA: (Applies to current year budget requests only)

- A. ALTERNATIVE MEANS TO SATISFY NEEDS
- B. MAINTAINS OR IMPROVES THE STANDARD OF SERVICE
- C. MANDATED BY LEGAL OR REGULATORY REQUIREMENTS
- D. OPERATIONAL BUDGET IMPACT
- E. PROJECT FEASIBILITY, (READINESS)

Does Not Meet or Does Not Apply	Partially Meets Criteria	Fully Meets Criteria

EXPENDITURE SCHEDULE:

ELEMENT	Prior to Date	2019	2020	2021	2022	2023	TOTAL	Comments
1. PLANNING & DESIGN							\$ -	
2. LAND							\$ -	
3. CONSTRUCTION							\$ -	
4. EQUIPMENT							\$ -	
5. OTHER		30,000					\$ 30,000	
TOTAL	\$ -	\$ 30,000		\$ -		\$ -	\$ 30,000	

OPERATIONAL BUDGET IMPACT:

	YES	NO	If YES, please provide details.
1. Will this Capital Request generate new revenue?		X	
2. Will this Capital Request <u>Increase</u> operating costs?		X	
3. Will this Capital Request <u>Decrease</u> operating costs?		X	
4. Will this Capital Request impact personnel?		X	

FUNDING SOURCES:

	YES	NO	If YES, please provide details.
How will this Capital Request be paid for?			
1. Borrowing/Cash Capital			
2. CPA Funds			
3. Grants or Gifts			
4. Other			

WARRANT DETAILS

Request Number	DPW 12
Dept	Department of Public Works
Schedule:	FY2019
Relationship to General Plan:	Added this year.
History:	n/a

will be the third pumping station in Wayland to be upgraded to meet the DEP mandates. In 2011, the Town allocated \$100,000 for similar improvements to the Happy Hollow pumping station, and improvements to the Campbell and Meadowview pumping stations are planned for similar upgrades in 2014 and 2015. Commencement of the work at the Happy Hollow pumping station is awaiting completion of moving the wells in order to locate them outside of the flood plain.

Schedule: FY 2013

In the 5 Year Capital Plan? Yes

Source of Funds: Water Cash

Request: \$100,000

11. Budget: Department of Public Works, Water - \$500,000

Title: The Pemberton Road Project

Project Advocate(s):

**Director, Department of Public Works,
Chair, Board of Public Works**

Description: This project is designed to replace the water main on Pemberton Rd., Bradford Street Shawmut Ave. Harrison St., Pleasant Street, Damon St., Stanton Avenue.

Justification: This area in Town has had poor water flow and water pressure for many years. The water main in this location is some of the original water main put into the Town and is 100 to 130 years old and is undersized for today's water uses. This will most likely become a two-year project. The early estimate on this work is \$750,000 with the initial request this year and completion in the following fiscal year. All of the roads will have, at a minimum, a new tie-in to Pemberton Road with an 8-inch stub and new water gate. The DPW will delay work on recently paved areas. When complete, this area will have better flow and pressure for all required fire flows.

Relationship to General Plan: Maintenance and improvement of water service.

History: This is a continuation of an annual program that the DPW has undertaken over the past three years to upgrade and maintain the Town's water mains, and it is the intent of the DPW to continue this program on an annual basis.

Schedule: FY 2013

In the 5 Year Capital Plan? Yes

Source of Funds: Water Revenues

Request: \$500,000

Project is complete - \$59,987.83 remains in Capital Account.

A Board vote is needed to formally close out this account

BoPW Meeting 11/7/2017

**Discussion and Potential Board Vote on BOPW/DPW Related
Special Town Meeting Articles**

BoPW Meeting 11/7/2017

**Discussion Regarding Contractor Temporary Signs on the Road
Right-of-Way**

BoPW Meeting 11/7/2017

DPW Director's Operational Report

DPW Director's Report

November 7, 2017

Engineering Division

- Support for construction of Happy Hollow Access Road and Water Main project, Conservation Commission coordination.
- Water Department Projects: Infrastructure Grant, 2018 Water Main Project.
- DPW Concrete Pad Construction – Developing contract documents
- Landfill Projects: Rt20 South Landfill repurposing; Access Road and Conservation Improvements
- Assisting Conservation Commission in the repair of the Reservoir Gate House roof.
- Conservation Commission – Review of Stormwater submittals
- Assisting in the development of oversight for WWMDC and WHS WWTP facilities
- Met with Weston & Sampson to review WHS WWTP facility for improvements
- Coordination of River's Edge due diligence activities

Water Division

Treatment:

- Rebuilt and replaced 2 leaking air release valves on filter skids
- Installed rebuilt motor for Finish Water Pump #1 in Treatment Plant
- New Generator set on pad at Happy Hollow Pump Station (see photo on next page). Electrical work and Propane piping is on schedule
- Exterior cleaning and painting completed at Reeves Hill Tank. Waiting to receive interior inspection report. Some interior damage was observed by the divers around the operating range of the tank. The report will include cost estimates for repairs. (See photos on next page)
- Well cleaning project is on schedule. Campbell Well and Baldwin Pond #1 have been cleaned as far. Baldwin #2 is scheduled for the week of 11/6.

Distribution:

- Water Main installation has begun for the Happy Hollow Water Main Project. Stonebridge Tie-in went well, project on schedule
- Mark out Water Structures for Tata & Howard for Rt. 20 Water Main Project
- Mark out Water Structures for MassDOT Paving Project on Rt. 20
- Repair / Replace 3 curb stops along the Rt. 20 paving area
- Replace out of Service Fire Hydrant on Trinity Road
- Crews inspected Homeowner leak repairs:
 - o 4 Hickory Hill Road

Highway & Park Division

- Road Construction Update: Top coat was applied to Waltham Road and Kelly Lane. Trinity Road, Winthrop Road, and Winthrop Terrace have been fully reclaimed.
- Tree Hearing was completed; awaiting scheduling of tree removals.
- Over 30 tree calls and storm-related damage was addressed by the DPW following the October 30th storm.
- Field irrigation and cemetery water systems were blown out and shut off for the season.

Transfer Station Division

- As of 11/2/17, 1811 Full Stickers have been sold. Of those, 987 were paid by check (55%), 737 were paid by credit card on-site (41%), and 71 were purchased online (4%). In FY17, 1845 stickers were sold as of 11/2/16.
- As of 11/2/17, 159 Recycle-Only Stickers have been sold. Of those, 101 were paid by check (69%) and 49 were paid by credit card on-site (31%). In FY17, 177 stickers were sold as of 11/2/2016.

HAPPY HOLLOW GENERATOR



REEVES HILL TANK CLEANING



BEFORE



AFTER



BoPW Meeting 11/7/2017

Board Members' Reports, Concerns, and Updates

BoPW Meeting 11/7/2017

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

BoPW Meeting 11/7/2017

Review and Approve the Minutes of the 10/24/17 Meeting

WAYLAND BOARD OF PUBLIC WORKS

DPW Facility
66 River Road
Wayland, MA 01778
October 24, 2017

MEETING MINUTES DRAFT

Present: W. Baston (Chair), T. Abdella, M. Lowery, M. Wegerbauer, T. Holder (DPW Director)

Absent: J. Mishara

DPW Staff in Attendance: Daniel Cabral (Office Coordinator-Administrator), Joe Doucette (DPW Superintendent)

Meeting opened at 7:00 PM

Baston announced that the meeting is being recorded.

Baston reviewed the agenda.

Town Planner Sarkis Sarkisian announced that the Town has been awarded a \$2.4M MassWorks Grant.

Baston asked for public comment – there was none.

Public Hearing: Joint Meeting with BOPW and Planning Board for Tree Hearing for Scenic Roads

Baston opened the Public Hearing for trees on Scenic Roads.

The Planning Board convened to open a joint meeting with the Board of Public Works to conduct the Public Tree Hearing for Scenic Roads.

Sarkisian noted that a letter was received from Susan Koffman of 66 Sherman Bridge Road contesting the removal of Tree 1642.

Town Arborist William Joseph noted that Tree 1642 is hollow at the base and has a significant crack in a leader hanging over the road.

Joseph added that he considers Tree 1642 to be a hazard.

Wegerbauer made a motion in support of the removal of the trees on scenic roads, as noted on the list provided in the packet dated 10/4/2017 (Tree numbers 1616, 1615, 1614, 1427, 1664,

1634, 1645, 1642, 1662, 1622, 1623, 1626, 1631, 1629, 1610, 1668, 1678, 1675, 1608, 1632, and 1633).

Abdella 2nd, all in favor.

The Planning Board voted 3-0 in support of the removal of the on scenic roads, as noted in the motion passed by the Board of Public Works.

Abdella 2nd, all in favor.

Baston closed the Public Hearing for trees on Scenic Roads.

Items Included in the Packet for Discussion

- List of trees on Scenic Roads considered for removal
- 10/9/2017 Letter from Susan Koffman re: Tree removal objection: Tree No. 1642

Items Distributed for Review

- Photo of Tree 1642

Public Hearing: Tree Hearing for Shade Trees

Baston opened the Public Hearing for Shade Trees.

The Board reviewed the list of shade trees slated for removal.

Wegerbauer made a motion in support of the removal of the shade trees, as noted on the list provided in the packet dated 10/4/2017 (Tree numbers 1665, 1627, 1667, 1649, 1613, 1618, 1620, 1621, 1624, 1619, 1617, 1612, 1611, 1609, 1628, 1630, 1640, 1625, 1548, 1639, 1537, 1560, 1561, 1677, and 1659).

Abdella 2nd, all in favor.

Baston closed the Public Hearing for Shade Trees.

Items Included in the Packet for Discussion

- List of shade trees considered for removal
- 10/16/2017 Letter from Gary Slep supporting the removal of Tree 1627

Items distributed for Review:

- 10/23/2017 Letter from Thomas Black supporting the removal of Tree 1627
- 10/23/2017 Letter from Virginia Slep supporting the removal of Tree 1627
- 10/24/2017 Letter from Jessica Schendel supporting the removal of Tree 1627

Discussion Regarding Status of Castle Gate Pillars (Historical Commission members in attendance)

Elisa Scola of the Historical Commission appeared before the Board to discuss the status of the Castle Gate Pillars.

Lowery reviewed a plan depicting roughly where the pillars are proposed to be relocated to.

Scola noted that the Historical Commission supports the preservation of the pillars but not their relocation.

Scola asked if any other options have been considered besides moving the pillars.

Lowery noted the, in his opinion, it would be unwise to fund the reconstruction of the pillars while leaving them in their current location, as they may would be at risk of being damaged again.

Lowery suggested that the article be presented at Town Meeting as planned, with the Historical Commission offering an amendment on Town Meeting floor proposing that the pillars be left in their current location.

Holder suggested that, should the pillars be relocated, a plaque be placed noting the original location of the pillars.

Discussion Regarding Advanced Meter Reading Infrastructure Systems

Baston asked what the cost to maintain the existing meter reading system is projected to be.

The Board discussed the estimated amount of funding needed to continue meter replacement as well as furnish and install an Advanced Metering Infrastructure (AMI) network.

Holder distributed a spreadsheet detailing the estimated costs associated with the meter replacement and AMI network implementation.

Holder noted that meter replacement would cost \$520,000, which would include the installation cost.

The Board discussed funding in both the meter replacement CIP as well as the AMI article funding the in-home installation component.

Lowery suggested that the AMI article could be amended on Town Meeting floor to reflect a lower installation cost if the meter replacement CIP is passed

Items distributed for Review:

- Spreadsheet detailing costs associated with meter replacement and AMI system implementation

Discussion and Potential Board Vote Concerning FY19 DPW Capital Requests

Holder discussed the status of the proposed FY19 Capital Budget.

Lowery noted that he felt that any questions regarding the CIP WTR 09: PLC Upgrades have been answered.

The Board determined that the cost associated with CIP WTR 01A: Meter Replacements should be amended to \$520,000, and the CIP WTR 01B: AMI Reading System be removed and presented as a separate article.

Items Included in the Packet for Discussion

- DPW 5-Year Capital Plan
- DPW CIP Forms WTR01A, WTR01B, and WTR09

Discussion and Potential Board Vote on BOPW/DPW Related Special Town Meeting Articles

Holder noted that the Finance Committee requested the Board of Public Works to consider co-sponsoring the Town Meeting Article to appropriate funds to install Weston Aqueduct pedestrian crossings.

Lowery noted that he feels the Board should not co-sponsor the article, but should consider endorsing it.

Wegerbauer made a motion to support the Conservation Commission article to appropriate funds to install Weston Aqueduct pedestrian crossings, with the understanding that the DPW will manage the installation and oversee their maintenance.

Lowery 2nd, all in favor.

Items Included in the Packet for Discussion

- Special Town Meeting Article: Appropriate Funds to Install Weston Aqueduct Pedestrian Crossings

Discussion Regarding Town Temporary Sign Policy

Lowery noted that he would like to discuss a draft policy concerning contractor signs placed within the right-of-way at the next meeting.

DPW Director's Financial Report

The Board reviewed the 10/13/2017 DPW Financial Report.

Items Included in the Packet for Discussion

- 10/13/2017 DPW Financial Report

Board Members' Reports, Concerns, and Updates

Wegerbauer asked consideration was given to funding the proposed Project Manager position through capital projects.

Holder replied that the Personnel Board offered it as a funding option in their report to the Finance Committee.

Wegerbauer asked if Water Superintendent Don Millette has had the opportunity to contact Verizon for further information on their AMI system.

Baston discussed a recent Board of Selectmen meeting attended by he, Mike Lowery, Tom Holder, and Joe Doucette to discuss the Town's policy concerning the plowing and maintenance of private ways.

Baston noted that it was the sense of the Board of Selectmen that they wished to review the policy further before issuing a decision.

Lowery discussed the snow plowing policy of the Weston DPW.

Lowery expressed his concern that there are several private roads currently depicted on GIS as public ways.

Lowery discussed the potential of completing a loop in the water system near the Town of Sudbury.

Holder noted that there is a list of outstanding water accounts that have been issued a demand notice, and asked the Board if they would authorize the Chair to sign the lien list.

Wegerbauer made a motion to grant the Chair the authority to sign on behalf of the Board the lien list based on delinquent water accounts in the current year.

Abdella 2nd, all in favor.

The Board determined that November meetings would occur on 11/7/2017, 11/14/2017 (prior to Town Meeting), and 11/28/2017.

Holder discussed with the Board of implementation of a public outreach campaign concerning AMI metering systems.

Lowery noted that, in his opinion, a public outreach campaign should not begin until the technology has been decided upon.

Baston suggested that it begin after the start of the new year.

Abdella requested that a meeting with North Reading officials be arraigned to discuss how their AMI system was implemented.

Holder replied that he would facilitate a meeting with North Reading officials.

Discussion on Requirements for an MOU for 195 Main Street

Baston noted that he spoke with Library Trustee Aida Gennis regarding the drafting of an MOU concerning the DPW's continued use of 195 Main Street, adding the Gennis would draft an MOU, but requested the Board provide verbiage for the MOU.

Review and Approve the Minutes of the 10/10/2017 Meeting

Baston noted a typographical correction to page 4.

Lowery noted that during the discussion of the AMI systems that there was a discrepancy in the age of the meters in the Power Point Presentation that he would like Tata & Howard to clarify.

Wegerbauer made a motion to accept the minutes of the 10/10/2017 meeting as amended.

Abdella 2nd, all in favor.

Items Included in the Packet for Discussion
- 10/10/2017 BOPW Meeting Minutes Draft

Baston made a motion to adjourn.

Abdella 2nd, all in favor.

Meeting adjourned at 9:16 PM.

Respectfully submitted,
Daniel Cabral
DPW Office Coordinator-Administrator

BoPW Meeting 11/7/2017

Action Items

FOR FUTURE DISCUSSION

Michael Road Easement Removal (TBD)

Joint Meeting with Recreation Commission (TBD)

Discussion and Vote on Cemetery Rates and Fees (TBD)

Remote-Read Meters public hearing (TBD)

Heard Road traffic calming public hearing (TBD following consultation with Town Counsel and Conservation Commission)

FOR STAFF

Lien List

Meeting with North Reading

Get cost to maintain existing meter reading infrastructure

Policy concerning GIS access

Research status of cemetery fee deposits / allotment

Consider / research cemetery consultants

MWRA Connection Study

Research Hardship Water Abatement Standards

Get photo & description of digital meter & how to read