

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

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PLEASE TYPE OR PRINT LEGIBLY

NAME OF BOARD/COMM: _____ Board of Public Works

FILED BY: _____ Dan Cabral

DATE OF MEETING: _____ November 28, 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 Review and Approve Minutes of the 11/7/17 and 11/14/17 Meetings
- 7:15 Joint Meeting with Waste Water Management District Commission
- 7:45 Discussion of FY19 DPW Capital Plan
- 8:00 Discussion of Irrigation Application Approval Process
- 8:15 Discussion and Board Review of MOU with Recreation Commission and Library Board of Trustees Concerning the DPW's Continued Use of 195 Main Street
- 8:25 DPW Director's Financial Report
- 8:35 Board Members' Reports, Concerns, and Updates
- 8:55 Topics not Reasonably Anticipated by the Chair 48 Hours Prior to Posting, if any
- 9:05 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 11/24/2017

Review and Approve the Minutes of the 11/7/17 Meeting

WAYLAND BOARD OF PUBLIC WORKS

DPW Facility
66 River Road
Wayland, MA 01778
November 7, 2017

MEETING MINUTES DRAFT

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

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

Meeting opened at 7:00 PM

Baston announced that the meeting is being recorded.

Baston reviewed the agenda.

Lowery noted that the Town of Wayland received a \$2.4M MassWorks grant to help construct the water main on Route 20.

Baston asked for public comment – there was none.

Irrigation Application Review: 17 Dean Road

Narayanaswamy Ramesh of 17 Dean Road appeared before the Board to discuss his irrigation application.

Lowery described water usage restrictions that are often enacted in response to the DEP or the Town's water needs.

Mishara made a motion to approve the irrigation application of 17 Dean Road.

Wegerbauer 2nd, all in favor.

Wegerbauer noted that abatements due to irrigation system issues are only entitled to 25% of the value of the lost water.

Items Included in the Packet for Discussion
- 17 Dean Road Irrigation Application

Irrigation Application Review: 23 Dean Road

Jayaprakash Nair of 23 Dean Road appeared before the Board to discuss his irrigation application.

Following Board discussion, it was determined that the approximate area of the irrigation system to be approximately 11,000 square feet.

Mishara made a motion to approve the irrigation application of 23 Dean Road.

Mishara 2nd. Baston, Mishara, Wegerbauer in favor. Lowery opposed.

Items Included in the Packet for Discussion
- 23 Dean Road Irrigation Application

Irrigation Application Review: 317 Concord Road

Peter Edouarzin of 317 Concord Road appeared before the Board to discuss his irrigation application.

Following Board discussion, it was determined that the approximate actual area of the irrigation system to be approximately 12,000 square feet.

The Board discussed the location of the irrigation system relative to the septic system.

Lowery noted that he feels the map provided does not adequately depict the area being irrigated.

Mishara made a motion to approve the irrigation application, subject to the provision of an updated plan noting the area to be irrigated and the revised square footage listed on the application, to the satisfaction of Water Superintendent Don Millette.

Wegerbauer 2nd. Baston, Mishara, Wegerbauer in favor. Lowery opposed.

Items Included in the Packet for Discussion
- 317 Concord Road Irrigation Application

Discussion and Potential Board Vote Concerning DPW Capital Items

[Abdella arrived at 7:24PM]

Holder noted that the 5-year capital plan remains unchanged, and the included CIP for the installation of a server is not needed at this time.

Baston asked if the \$2.4M MassWorks grant affects the capital plan.

Holder noted that the Route 20 water main project is project to cost a total of \$3.2M, with the difference to be paid from capital funds.

Holder noted that the DPW will likely be asked to present the FY2019 capital budget to the Finance Committee on 11/20/2017.

Holder noted that a surplus of \$59,987.83 remains in the capital account for the Pemberton Road water main replacement project, and is seeking a Board vote to authorize the return of the funds to retained earnings.

Mishara made a motion to return \$59,987.83 to the Water Division retained earnings account from the Pemberton Road Water Main capital account.

Lowery 2nd, all in favor.

Items Included in the Packet for Discussion:

- 11/3/2017 DPW 5-Year Capital Plan
- Draft CIP DPW12 –DPW Server
- 2012 ATM Warrant Capital Budget Item 11 – Pemberton Road Project

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

The Board discussed the status of Special Town Meeting articles concerning the Castle Gate Pillars and the demolition of 107 Old Sudbury Road.

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

Lowery reviewed the draft policy concerning temporary contractor signs in the right-of-way.

The Board discussed whether temporary signs within the right-of-way pose a safety hazard.

Wegerbauer suggested that the adhesive notes proposed in the draft policy be printed and used on offending signs.

Wegerbauer made a motion to authorize Lowery to send a letter to the Building Department requesting that they notify contractors of the Town bylaws concerning the placement of signs within the Town right-of-way.

Lowery offered a friendly amendment that any signs within the Town right-of-way determined to be a hazard or nuisance to DPW staff may be removed.

Lowery 2nd. Lowery, Baston, Wegerbauer in favor. Abdella opposed.

Abdella noted that feels the DPW should not expend any funds to enforce the sign bylaw.

Items Included in the Packet for Discussion:

- 11/7/17 Draft BOPW Policy – Temporary Contractor Signs in ROW

DPW Director's Operational Report

Holder reviewed the DPW Director's Report.

The Board discussed the engineering services the DPW currently provides to other Town departments.

The Board discussed the due diligence activities underway to the Rivers Edge site regarding the asbestos mitigation needed on the site.

Holder discussed the installation of cameras at the DPW Facility and Transfer Station.

Lowery asked if surveillance cameras at the Baldwin pond Treatment Plant were included.

Holder noted that they were not.

Lowery added that, in his opinion, the Treatment Plant is the DPW's most vulnerable asset and should be the highest priority.

Holder noted that the results of the Campbell Well study indicate that the amount of iron and manganese calls into question the long-term viability of the well.

Holder discussed the potential installation of a replacement well, with an estimated cost of \$500,000.

Holder noted that Town Engineer Paul Brinkman is working on an overview concerning the potential costs associated with connecting to the MWRA.

Millette discussed the approval process of a new well, noting that since it's a replacement well the permitting process is significantly streamlined.

Items Included in the Packet for Discussion

- 11/7/2017 DPW Director's Operational Report

Board Members' Reports, Concerns, and Updates

Mishara asked about the status of the Route 27 & 30 intersection.

Holder replied that he has been working with MassDOT officials, who have stated that they will have the majority of the work completed between Thanksgiving and the end of December.

Holder added that he has also discussed his concerns with Senator Gentile.

Lowery asked about the status of the Route 20 South site study.

Holder replied that the study is ongoing and he anticipates further info with the next several weeks.

Lowery asked about the status of the Happy Hollow access road and water main.

Holder replied that the Happy Hollow water main installation is currently underway.

Lowery asked about the status of the triangular laydown area.

Holder replied that DPW staff continues to relocate the spoils from the site, noting that the work is approximately 60% complete.

Lowery asked about the status of the Landfill Access Road.

Holder replied that he anticipates that the project is schedule to be bid this winter.

Lowery asked about the status of hiring a Town Surveyor.

Holder replied that he has not yet reviewed the application received for the position.

Lowery asked about the status of the MOU with the Recreation Commission and the Library Board of Trustees concerning the DPW's continued use of 195 Main Street.

Baston replied that he has a draft of the MOU from the Library Board of Trustees for review and vote at the next meeting.

Lowry noted that an irrigation permit for the system at the Town Building Field has not yet been applied for.

Abdella requested that a discussion to consider turning the irrigation system application approval process over to DPW staff.

Baston asked if there has been any response from the Board of Selectmen concerning the street plowing list.

Holder replied that he anticipates that the Selectmen will revisit the issue following Special Town Meeting.

Mishara suggested that the list of roads to be plowed be provided to the Town's liability carrier.

Baston noted that the Wastewater Management District Commission has been asked to have a joint meeting with the Board of Public Works during the 11/28/17 meeting.

Baston suggested that the Board consider nominating two members to represent the interests of the Board concerning the development of an AMI System Town Meeting article.

Lowery noted that the Board first needs to decide which technology to pursue.

Baston noted that he had received a call from a resident who expressed their desire for the implementation of a Town-wide streamlined permit application process.

Holder noted that a streamlined process is currently under development between various Town departments.

Wegerbauer asked if the DPW has had any input in the High School Field Renovation project.

Holder replied that the DPW will ensure that a maintenance plan is developed.

Review and Approve the Minutes of the 10/24/2017 Meeting

Abdella noted a typographical correction to page 5 and a grammatical correction to page 2.

Baston noted grammatical corrections to pages 4 and 5.

Lowery noted that Holder's comment on meter funding on page three should be clarified to state that the requested amount is in addition to existing funding.

Wegerbauer made a motion to approve the minutes of the 10/24/17 meeting as amended.

Abdella 2nd, all in favor.

Items Included in the Packet for Discussion
- 10/24/2017 BOPW Meeting Minutes Draft

Mishara made a motion to adjourn.

Wegerbauer 2nd, all in favor.

Meeting adjourned at 8:59 PM.

Respectfully submitted,
Daniel Cabral
DPW Office Coordinator-Administrator

WAYLAND BOARD OF PUBLIC WORKS

DPW Facility
66 River Road
Wayland, MA 01778
November 14, 2017

MEETING MINUTES DRAFT

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

Absent: T. Abdella, J. Mishara, M. Wegerbauer

6:45 PM: The Board did not convene for lack of a quorum.

Respectfully submitted,
Daniel Cabral
DPW Office Coordinator-Administrator

BoPW Meeting 11/28/2017

**Joint Meeting with Waste Water Management District
Commission**

BoPW Meeting 11/28/2017

Discussion of FY19 DPW Capital Plan

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							

BoPW Meeting 11/28/2017

Discussion of Irrigation Application Approval Process



DEPARTMENT OF PUBLIC WORKS TOWN OF WAYLAND

*Entrusted To
Manage The
Public
Infrastructure*

Thomas M. Holder
Director

Joseph Doucette
Superintendent

Don Millette
Superintendent

Paul Brinkman
Engineer

Application & Agreement for the Installation of an Underground Irrigation System as Governed by Town Bylaw Chapter 191

Please complete and sign all sections of this application and review the attached Bylaw and guidance documents concerning Irrigation Systems.

Location: _____

Proposed Irrigation System Size (Square Feet) _____

Owner: _____

Address: _____

Phone & email: _____

Irrigation Installer: _____

Address: _____

Phone & email: _____

Irrigation Application Checklist

All of the following items must be checked prior to permit submittal

- Plumbing Permit attached _____
 - Plumbing Permit # _____
- Device Design Data Sheet completed for Backflow Device Installation _____

Irrigation Plan Requirements

- "CAD" style Irrigation plan overlaid on the Parcel Plan (must be to scale, see attached) _____
- Calculated irrigation area shown on the Irrigation Plan _____
- Location of the entire Septic System identified on Plan _____
- Irrigation System is not within 25' of any component of Septic System _____
- Vegetated Wetlands shown on Plan (if any) _____
- Irrigation System is not within 50' of vegetated wetlands _____
- Location of Town Right of Way shown on Plan _____

HIGHWAY – WATER – PARKS – CEMETERIES – TRANSFER STATION – ENGINEERING

- No portion of the irrigation system is installed within the Town Right of Way _____
- Backflow preventer location and specifications identified on Plan _____
- Rain Gauge location and specifications identified on Plan _____

I/we understand and agree that the Town of Wayland does not guarantee to furnish constant water pressure or uninterrupted service, and that the Town reserves the right to restrict the use of water during dry seasons or under any emergency condition. Also, I/we understand that the Backflow Prevention Device associated with this Irrigation System must be tested annually by the Water Division or Water Division's Backflow Testing Contractor. The Backflow Device Test Fee will be billed to the owner of the Irrigation System.

Owner Signature: _____ Date: _____

Installer Signature: _____ Date: _____

Irrigation Installer must contact the Water Division for Inspection and Initial Backflow test prior to final approval of system.

FOR INTERNAL USE ONLY
Approval Process

Completed Application Packet submitted to DPW Office for Review. _____
(Signature and Date)

For Applications under 5,000 sq. ft., DPW Director Approval is required. _____
(Signature and date)

For Applications over 5,000 sq. ft., DPW Board Approval is required. _____
(Signature and Date)

Inspection of the installed Irrigation System. _____
(Signature and Date)

BoPW Meeting 11/28/2017

**Discussion and Board Review of MOU with Recreation
Commission and Library Board of Trustees Concerning the
DPW's Continued Use of 195 Main Street**



BOARD OF PUBLIC WORKS TOWN OF WAYLAND

*Entrusted To
Manage The
Public
Infrastructure*

Prescott Baston
Chair

Michael Lowery
Vice Chair

Thomas Abdella
Member

Jonathan Mishara
Member

Michael Wegerbauer
Member

--DRAFT--

November 28, 2017

Subject: Memorandum of Understanding between Wayland Library Board of Trustees and Wayland Board of Public Works regarding 195 Main Street.

Due to the limited space available for materials storage, the Board of Public Works is temporarily storing some materials at 195 Main Street until new storage sites can be developed. The Board of Public Works has agreed to turn over custody of the land at 195 Main Street to the Library Board of Trustees when the Town votes to fund a new library at 195 Main Street.

The Library Board of Trustees agrees that after this turnover, the Board of Public Works may continue to temporarily store materials at 195 Main Street until such time as new library construction begins. So that the DPW can remove the materials on a timely basis, the Library Board of Trustees will endeavor to give the DPW 30 days' notice to vacate the site.

Agreed _____

By _____
Wayland Library Board of Trustees

By _____
Wayland Board of Public Works

HIGHWAY – WATER – PARKS – CEMETERIES – TRANSFER STATION – ENGINEERING

DPW FACILITY | 66 RIVER ROAD | WAYLAND, MASSACHUSETTS 01778 | TEL 508-358-3672

BoPW Meeting 11/28/2017

DPW Director's Financial Report

TOWN OF WAYLAND DEPARTMENT OF PUBLIC WORKS

FY18-YEAR TO DATE OPERATING BUDGET SUMMARY AS OF 11/17/2017

Week 20 of 52 Program percentage - 40%					ACTUAL EXPENSES		
	BUDGET	YEAR-TO-DATE	%		FY2017	FY2016	FY2015
<u>HIGHWAY</u>							
SALARIES	\$ 1,056,109.00	\$ 416,926.94	39.48%		\$939,665.56	\$851,281.48	\$869,973.50
SERVICE EXPENSES	\$ 459,000.00	\$ 174,902.88	38.11%		\$228,709.27	\$254,814.72	\$200,520.72
GOODS EXPENSES	\$ 65,500.00	\$ 30,542.14	46.63%		\$81,463.56	\$73,263.51	\$65,913.38
FY18 TOTAL	\$ 1,580,609.00	\$ 622,371.96	39.38%		\$1,249,838.39	\$1,179,359.71	\$1,136,407.60
<u>HIGHWAY-SNOW</u>							
OVERTIME	\$ 125,000.00	\$ -	0.00%		\$176,405.70	\$96,602.26	\$229,040.35
EXPENSES	\$ 325,000.00	\$ 13,006.48	4.00%		\$585,000.00	\$331,104.92	\$721,887.27
FY18 TOTAL	\$ 450,000.00	\$ 13,006.48	2.89%		\$761,405.70	\$427,707.18	\$950,927.62
<u>TRANSFER STATION</u>							
SALARIES		\$ 57,914.04			\$141,035.65	\$144,899.88	\$134,433.30
EXPENSES		\$ 235,575.70			\$406,701.63	\$361,603.29	\$267,179.29
FY18 TOTAL (SPENDING CAP)	\$ 625,000.00	\$ 293,489.74	46.96%		\$547,737.28	\$506,503.17	\$401,612.59
<i>Revenue</i>	\$ 175,309.43		167.41%		\$359,072.54	\$409,071.43	\$291,752.35
LANDFILL EXPENSES	\$ 65,000.00	\$ 4,346.40	6.69%		\$42,231.64	\$23,316.56	\$32,916.40
<u>PARK</u>							
TOTAL SALARIES	\$ 596,437.00	\$ 246,599.52	41.35%		\$550,555.51	\$497,669.11	\$400,263.40
SERVICE EXPENSES	\$ 205,000.00	\$ 74,481.18	36.33%		\$187,726.09	\$216,729.22	\$97,502.83
GOODS EXPENSES	\$ 122,000.00	\$ 46,833.17	38.39%		\$114,327.03	\$107,032.63	\$122,435.11
FY18 TOTAL	\$ 923,437.00	\$ 367,913.87	39.84%		\$852,608.63	\$821,430.96	\$620,201.34
<u>SURVEYOR</u>							
TOTAL SALARIES	\$ 168,764.00	\$ 56,283.04	33.35%		\$169,040.76	\$165,319.10	\$162,411.43
SERVICE EXPENSES	\$ 15,400.00	\$ 3,460.23	22.47%		\$25,506.28	\$13,907.60	\$21,520.73
GOODS EXPENSES	\$ 9,855.00	\$ 1,083.64	11.00%		\$1,634.49	\$2,030.19	\$1,136.68
FY18 TOTAL	\$ 194,019.00	\$ 60,826.91	31.35%		\$196,181.53	\$181,256.89	\$185,068.84
<u>WATER</u>							
SALARIES	\$ 719,600.00	\$ 251,974.76	35.02%		\$624,068.06	\$675,805.03	\$655,093.93
EXPENSES	\$ 3,282,627.87	\$ 1,011,685.82	30.82%		\$3,064,475.79	\$2,687,869.32	\$2,401,710.69
FY18 TOTAL	\$ 4,002,227.87	\$ 1,263,660.58	31.57%		\$3,688,543.85	\$3,363,674.35	\$3,056,804.62
<i>Revenue</i>	\$ 4,007,592.00	\$ 1,107,546.03	27.64%		\$3,825,827.51	\$3,684,596.80	\$3,855,079.35
TOTAL DPW FUNDING FOR FY18					\$7,338,547.02	\$6,503,248.82	\$6,383,939.01

BoPW Meeting 11/28/2017

Board Members Reports, Concerns, and Updates



Commonwealth of Massachusetts
Executive Office of Energy & Environmental Affairs

Department of Environmental Protection

One Winter Street Boston, MA 02108 • 617-292-5500

Charles D. Baker
Governor

Matthew A. Beaton
Secretary

Karyn E. Polito
Lieutenant Governor

Martin Suuberg
Commissioner

November 15, 2017

Ms. Nan Balmer
Town Administrator
Town of Wayland
41 Cochituate Road
Wayland, MA 01778

Dear Ms. Balmer,

Congratulations! It is my pleasure to inform you that the Massachusetts Department of Environmental Protection (MassDEP) has awarded the Town of Wayland a Sustainable Materials Recovery Program Municipal Grant. The Town of Wayland will receive access to a MassDEP-funded program for the transportation and recycling of residential mattresses and up to \$7,500 for a container for the collection of mattresses.

The Sustainable Materials Recovery Program (SMRP) was created under 310 CMR 19.300-303 and the Green Communities Act, which directs a portion of the proceeds from the sale of Waste Energy Certificates to recycling programs approved by MassDEP. The SMRP solicitation, issued April 1, 2017, offered funding to cities, towns and regional entities - as well as certain non-profit organizations that provide services to them - for recycling, composting, reuse and source reduction activities that will increase diversion of municipal solid waste and household hazardous waste from disposal. MassDEP received applications from 69 municipalities, regional groups and non-profits. With \$4.9 million in requested funds, the evaluation and award process was extremely competitive.

The terms and conditions of your grant are outlined in the attached document, which contains key dates and deadlines specific to your award. This information has also been provided to the municipal recycling contact copied below. Should you have any questions, please call Tina Klein at 617-292-5704.

Thank you for your commitment to advancing recycling and waste reduction in Massachusetts. Together our efforts will reduce greenhouse gas emissions, conserve natural resources and save energy, while also supporting jobs and reducing disposal costs for waste generators and municipalities.

Sincerely,

Martin Suuberg
Commissioner

cc: Daniel Cabral, DPW Office Coordinator-Administrator

This information is available in alternate format. Contact Michelle Waters-Ekanem, Director of Diversity/Civil Rights at 617-292-5751.

TTY# MassRelay Service 1-800-439-2370

MassDEP Website www.mass.gov/dep

Printed on Recycled Paper

BoPW Meeting 11/28/2017

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

BoPW Meeting 11/28/2017

Action Items

FOR FUTURE DISCUSSION

Appoint 2 members to continue AMI Article development (Dec Mtg)

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

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