

**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](http://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: \_\_\_\_\_ April 24, 2018

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 Water Abatement Request – 102 Woodridge Road

7:15 Discussion and Potential Board Vote on FY2019 Transfer Station Fees

7:35 Discussion on the Status of Private Ways

7:45 Discussion on the Potential Presentation of an Article to Fund AMI Meter System at Fall Town Meeting

8:00 DPW Director's Financial Report

8:10 Discuss the Utility of Follow-Up Process on Public Comments

8:35 Board Members' Reports, Concerns, and Updates  
- Public Access to Stormwater/Outfalls/Drainage GIS Layers

8:55 Topics not Reasonably Anticipated by the Chair 48 Hours Prior to Posting, if any

9:00 Review and Approve the Minutes of the 4/11/2018 Meeting

9:05 Confirm Standard Schedule for BoPW Meetings

9:10 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 4/24/2018**

**Water Abatement Review – 102 Woodridge Road**



## WATER ABATEMENT REQUEST

\*BOPW Meeting / Date Scheduled: \_\_\_\_\_ / \_\_\_\_\_ / 2018

\_\_\_\_\_  
**APPROVED**

\_\_\_\_\_  
**DENIED**

Name: Scott Olshewitz Acct Number 0801710

Address: 102 Woodridge Rd Phone 781.366.3603

Billing Date 3/12/18 Usage 20,600 Water Charge \$ 2,292.16

Billing Date \_\_\_\_\_ Usage \_\_\_\_\_ Water Charge \$ \_\_\_\_\_

REASON Leaking toilet

\*DPW Director: \_\_\_\_\_ **APPROVED** \_\_\_\_\_ **DENIED** \_\_\_\_\_ / \_\_\_\_\_ / 2018

Abate/Usage:  $4,300 + 1,700 + 1,700 = 7,700 \div 3 = 2,566 \text{ cf}$   
use 3 past seasons read to get average  
usage. abate usage down to 2,566 cf  
Abate 18,034 cf

Abate/\$\$:

$2,566 \text{ cf} = \$ 154.60$   
 $\$ 2,292.16 - \$ 154.60 = \$ 2,137.56$   
Abate \$ 2,137.56

COMMENT/NOTE:

Had water guy go and get read to  
make sure problem had been fixed.  
Read 4023 → 400 cf in 1 month

April 11<sup>th</sup>, 2018

Scott Olshewitz  
102 Woodridge Road  
Wayland MA, 01778  
(781) 366-3603

Town of Wayland  
Department of Public Works  
66 River Road  
Wayland MA, 01778

Dear Board of Public Works,

I am writing today to request a water bill abatement hearing in regards to my recent water bill. I recently discovered that my daughter's bathroom had a running toilet which was the culprit for the abnormally high water bill. Upon discovery of the running toilet I immediately looked at the internal components for obvious failures. I have basic working knowledge of how a toilet system operates and decided to review the toilet myself prior to calling a plumber.

The toilet that was leaking was less than 2 years old so I didn't think any of the parts wore out but might be defective which was causing the leak. After many toilet flush simulations and seeing the system in real time I was able to pinpoint the problem. The faulty item on the toilet was the ballast locking nut which was moved down too low for the flapper to fully engage and turn off the water. Over the course of the past 6+ months the toilet would be flushed and run for an hours. Each time the toilet was used the ballast locking nut would slightly move down and prolong the time the toilet was running. One morning about a month ago I woke up and heard the toilet running which prompted me to investigate.

After reading online and watching many plumber repair videos all that was required to adjust the ballast locking nut was to screw it back up higher and test the system to ensure it cut off after the tank filled up. I was able to fix the toilet on my own and can confirm that the toilet and ballast are both functioning properly at this time. I didn't need to call a plumber as that was the symptom of the running toilet and after fixing the ballast the issue was no longer present. In order to ensure all my home toilets are working as expected I have begun to test and time each toilet on the 1<sup>st</sup> of every month.

I was quite shocked when I received my bill of \$2322.16 and did some research on the DPW site which was very helpful. I saw the section for high water bill and water bill abatements which lead me to write this letter. I am asking for the opportunity to review this water bill and discuss potential ways to have it reduced. My water bill is due on 4/23/2018 so I am hoping we can meet prior to this date. In the event I do have an abatement hearing and it's scheduled past 4/23/2018 I will make a full payment of this water bill in hopes a resolution can be reached after.

I look forward to hearing from you soon.

Best  
Scott Olshewitz

# Usage History Report

Account: 0801710

Location: 102 WOODRIDGE ROAD

Route: 2

Owner: SIMON JILL

Meter #:	07574676	Read Date	Read Type	Reading	Usage	Bill Date	Comments
Serial #:	52458401	3/12/2018	ACTUAL	401,900	20,600	3/21/2018	Read Import on 3/20/201
Head #:		9/12/2017	ACTUAL	381,300	11,300	9/19/2017	Read Import on 9/19/201
Head Type:		3/8/2017	ACTUAL	370,000	4,300	3/13/2017	Read Import on 3/13/201
Walk Seq.:	806980	9/21/2016	ACTUAL	365,700	4,100	10/14/2016	Read Import on 10/6/201
Dials:	6	3/11/2016	ACTUAL	361,600	1,700	4/11/2016	Read Import on 3/21/201
Brand:	SENSUS SR11	9/19/2015	ACTUAL	359,900	1,200	9/29/2015	Read Import on 9/29/201
Type:	Wand	3/31/2015	FINAL	358,700	1,700	3/30/2015	
Size:	0.63	10/1/2014	ACTUAL	357,000	1,300	11/7/2014	Read Import on 10/20/20
Exchange:	B-Wand	3/19/2014	ACTUAL	355,700	2,000	4/11/2014	Read Import on 3/27/201
Install Date	10/23/1997	9/25/2013	ACTUAL	353,700	12,700	11/8/2013	Read Import on 10/25/20
Replace Date:		6/24/2013	FINAL	341,000	8,900	6/24/2013	
Status:	ACTIVE	3/14/2013	ACTUAL	332,100	1,000	4/22/2013	Read Import on 4/3/2013
Location:	--RT FRT DR	10/24/2012	ACTUAL	331,100	14,900	11/28/2012	Read Import on 11/7/201
		4/11/2012	ACTUAL	316,200	1,700	6/1/2012	Read Import on 5/9/2012
		11/2/2011	ACTUAL	314,500	17,400	11/28/2011	Read Import on 11/10/20
		4/6/2011	ACTUAL	297,100	4,900	4/25/2011	Read Import on 4/25/201
		10/14/2010	ACTUAL	292,200	14,500	10/25/2010	Read Import on 10/26/20
		4/9/2010	ACTUAL	277,700	13,800	4/23/2010	Read Import on 4/22/201
		10/2/2009	ACTUAL	263,900	12,900	10/20/2009	Read Import on 10/19/20
		4/6/2009	ACTUAL	251,000	3,900	4/22/2009	Read Import on 4/22/200
		10/6/2008	ACTUAL	247,100	15,500	10/28/2008	Read Import on 10/28/20
		4/9/2008	ACTUAL	231,600	2,100	4/28/2008	Read Import on 4/24/200
		11/9/2007	ACTUAL	229,500	19,700	12/21/2007	
		4/11/2007	ACTUAL	209,800	3,200	5/4/2007	
		10/24/2006	ACTUAL	206,600	20,200		
		5/9/2006	ACTUAL	186,400	3,200		
		10/13/2005	ACTUAL	183,200	0		
		10/13/2005	ACTUAL	183,200	15,400		
		5/14/2005	ACTUAL	167,800	5,200		
		9/22/2004	ACTUAL	162,600	14,400		
		5/10/2004	ACTUAL	148,200	0		



**TOWN OF WAYLAND, DPW-WATER DIV  
41 COCHITUATE RD, WAYLAND MA 01778**

Hours: Monday 8 AM to 7 PM  
Hours: Tuesday 8 AM to 4 PM  
Hours: Friday 8 AM to 12:30 PM  
Phone: 508 358-3672

SIMON JILL  
OLSHEWITZ SCOTT  
102 WOODRIDGE ROAD  
WAYLAND, MA 01778

**Remittance Coupon Please Return  
With Payment**

Account Number: 0801710

New Charges: \$2,322.16  
Credits: \$0.00  
Past Due: \$0.00  
Interest: \$0.00  
**Total Due: 04/23/18 \$2,322.16**

04 00 001455 0000232216 042318 00002322167

Account #	Service Location	Parcel Identifier	Billing Date	Due Date	Total Due
0801710	102 WOODRIDGE ROAD	044-100	3/21/2018	4/23/2018	\$2,322.16

  

Meter Readings				Usage Summary		New Charge Summary			
Meter	Date	Type	Read	Rate	Total Usage	Charge	Quantity	Amount	Total
07574676	3/12/2018	ACT	401,900	RES	20,600	ADMINISTRATIVE FEE-RES	1	\$30.00	\$30.00
07574676	9/12/2017	ACT	381,300			Water		\$2,292.16	\$2,292.16

*abate down to 2,566.56*

*abate \$ 2,137.56*

*154.60*

  

Tax Payer Message	Rate Information												
<p><b>Water Saving Tips:</b> Check faucets and pipes for leaks. A small drip from a worn faucet washer can waste 20 gallons of water per day. Larger leaks can waste hundreds of gallons.</p> <p>Cut your showers short. Older shower heads can use as much as 5 gallons of water per minute. Speed things up in the shower for some serious water savings.</p> <p><b>IF YOUR WATER BILL IS NOT PAID IN FULL WHEN DUE, YOU WILL BE CHARGED INTEREST AT THE RATE OF 14% PER YEAR AND COLLECTION COSTS</b></p> <p>PLEASE NOTE THAT THE PAYMENT BILLING ADDRESS HAS CHANGED TO: P.O. BOX 663 MEDFORD, MA 02155-0007</p> <p>BILLS ARE AVAILABLE TO PAY ONLINE AT <a href="https://epay.cityhallsystems.com">https://epay.cityhallsystems.com</a></p>	<p><b>RESIDENTIAL RATES:</b></p> <table><tr><td>LESS THAN 1,500 cubic feet</td><td>\$5.36</td><td>per 100 cubic feet</td></tr><tr><td>1,501 - 3,000 cubic feet</td><td>\$7.00</td><td>per 100 cubic feet</td></tr><tr><td>3,001 - 8,000 cubic feet</td><td>\$8.09</td><td>per 100 cubic feet</td></tr><tr><td>8,001 - over</td><td>\$13.51</td><td>per 100 cubic feet</td></tr></table> <p><i>80.40</i> <i>74.20</i> <i>\$154.60</i></p> <p><b>IF YOUR WATER BILL IS NOT PAID IN FULL WHEN DUE, YOU WILL BE CHARGED INTEREST AT THE RATE OF 14% PER YEAR AND COLLECTION COSTS</b></p>	LESS THAN 1,500 cubic feet	\$5.36	per 100 cubic feet	1,501 - 3,000 cubic feet	\$7.00	per 100 cubic feet	3,001 - 8,000 cubic feet	\$8.09	per 100 cubic feet	8,001 - over	\$13.51	per 100 cubic feet
LESS THAN 1,500 cubic feet	\$5.36	per 100 cubic feet											
1,501 - 3,000 cubic feet	\$7.00	per 100 cubic feet											
3,001 - 8,000 cubic feet	\$8.09	per 100 cubic feet											
8,001 - over	\$13.51	per 100 cubic feet											

**BoPW Meeting 4/24/2018**

**Discussion and Potential Board Vote on FY2019 Transfer  
Station Fees**

	WAYLAND	FY17	REVENUE	SUDBURY	WESTON	ACTON	PEPPERELL	SCITUATE	MILLIS	SHERBORN	WELLESLEY	MILFORD	BERLIN	FRAMINGHAM	Curbside (Dooley)
Sticker Cost	\$145.00	AMT		\$155.00	\$240.00	\$100.00	\$75.00	\$70.00	\$85.00	FREE					\$396/Yr
Air Conditioner	\$15.00	51	\$765.00	\$20.00	FREE	\$25.00	\$22.00	\$10.00		\$20.00	\$20.00	\$20.00	\$20.00	\$15.00	FREE
Carpeting	FREE			\$32.00		\$20.00	\$0.15/sq ft	\$120/ton		FREE		\$32.00	\$15.00	\$25.00	\$25.00
Monitors	\$15.00	68	\$1,020.00	\$20.00	FREE	\$25.00	\$12.00	\$10.00	\$21.00	\$10.00		\$20.00	\$20.00		\$25.00
Couch	Free			\$16 - \$32		\$15.00	\$15.00	\$10.00	\$21.00			\$16-\$32	\$25.00		\$25.00
Const. Debris	N/A			\$32/cu yd	N/A		\$0.11/lb	\$120/ton	N/A						
Wood	FREE			\$16 min				\$120/ton	N/A						
Gas Grill	FREE			\$5.00		\$10.00	\$5.00					\$5.00			FREE
Lawnmower	FREE			\$5.00		\$15.00	\$2.00					\$5.00			FREE
Mattress	FREE			\$16.00		\$15.00	\$15.00	\$20.00	\$21.00	FREE		\$16-\$32	\$25.00	\$20.00	\$50.00
Paint (Water base)	FREE			\$4.00			\$2/gal					\$4/gal			
Refrigerator	\$15.00	20	\$300.00	\$20.00	FREE	\$25.00	\$30.00	\$10.00		\$20.00	\$20.00	\$20.00	\$20.00	\$15.00	FREE
Ceramic Sink	FREE			\$16.00		\$5.00		\$120/ton		\$15.00		\$16.00			\$25.00
Metal Sink	FREE			FREE	FREE	\$5.00	\$5.00			FREE					FREE
Stove/Oven	FREE			\$5.00	FREE	\$15.00	\$15.00	\$10.00	\$21.00	FREE	\$20.00	\$5.00	\$20.00		FREE
TV	\$15.00	187	\$2,805.00	\$20.00	FREE	\$25.00	\$12.00	\$10.00	\$21.00	\$10.00		\$20.00	\$25-\$35	\$15.00	\$25.00
Tire: Car	FREE	300 (est)	-\$700.00	\$2.00			\$3.00	\$2.00	N/A	\$3.00		\$2.00		\$2.00	\$25.00
Tire: Truck	FREE			\$10.00			\$3.00	\$8.00	N/A	\$3 +		\$10.00		\$2.00	\$25.00
Toilet	FREE			\$16.00	N/A	\$5.00		\$120/ton		\$15.00		\$10.00			\$25.00
Washer / Dryer	FREE			\$5.00	FREE	\$15.00	\$15.00	\$10.00	\$21.00	FREE	\$20.00	\$5.00	\$20.00		FREE
Water Heater	FREE			\$5.00	FREE	\$15.00	\$12.00		N/A	FREE		\$5.00	\$15.00		FREE
Dishwasher	FREE				FREE	\$15.00	\$15.00	\$10.00	\$21.00	FREE	\$20.00		\$20.00		FREE
Microwave	FREE			FREE	FREE	\$5.00	\$10.00	\$10.00	\$21.00	\$10.00	\$20.00	\$20.00	\$15.00		FREE
Brush/Yard Waste	FREE			N/A	FREE	FREE		FREE	FREE			\$32/yd			\$1.50/bag
Propane Tank	FREE											\$10.00	\$10.00	\$5.00	\$25.00
															1 Bulky Item Free Per Quarter, \$25 each add'l



**BoPW Meeting 4/24/2018**

**Discussion on the Status of Private Ways**

Private Roads (1/8/2018) <small>Incomplete: Mailbox?, Width, HasSign?</small>	Click for Map	Click for Ortho	Is Drive -way?	Private on Town Clerks List	Plan Board CC, SD, MSP	Is Dirt ?	Appprox Length (Ft)	No Plow Date	Town Access	Access1	Access2	Must Reverse?	Has driveway # homes	Cluster Condo Appt	Area Name	Comments
ADELAIDE AVE	<a href="#">*</a>	<a href="#">*</a>		Y		N	565			Lakeshore Dr	West Plain St		10			
AMEY RD	<a href="#">*</a>	<a href="#">*</a>		Y		?	750			Fuller Rd			10			part not as laid out
ANDREW AVE	<a href="#">*</a>	<a href="#">*</a>		Y	MSP			never		Old Sudbury Rd	Boston Post Rd	Y	0		Town Center	
ASTRA	<a href="#">*</a>	<a href="#">*</a>		Y	SP			never		Turkey Hill Rd			19	Y		
AUDUBON RD	<a href="#">*</a>	<a href="#">*</a>	at end	Y			785	proposed		Standish Rd		Y	2			we plow only to turn around, point adjoins Conservation
BAYBERRY				unknown				never						Y		public on GIS, unstated on TC list
BENNETT RD	<a href="#">*</a>	<a href="#">*</a>		Y			1160		Consv	Boston Post Rd		Y	13			circle driveway at end, PineBrook Conservation Access
BIRCH RD	<a href="#">*</a>	<a href="#">*</a>		Y			480	whynot		Hawthorne Rd			1			inc. portion is ROW, #18 access on Hawthorne
BRANDYWYNE	<a href="#">*</a>	<a href="#">*</a>		Y	SP			never		Turkey Hill Rd			14	Y		
CARRIAGE HOUSE LN	<a href="#">*</a>	<a href="#">*</a>		Y				never		Boston Rost Rd				Y	Lee's Farm	
CARROLL CT	<a href="#">*</a>	<a href="#">*</a>		Y		Y	211	proposed		Commonwealth Rd			1			
CEDAR CREST RD	<a href="#">*</a>	<a href="#">*</a>		Y		Y			Consv?	Indian & Woodland Rds			4			
CENTER ST (partial)	<a href="#">*</a>	<a href="#">*</a>		NO:public		Y				Center St	Hill St.	Y	5			public in GIS, public in TC list - remove from list?
CHESTNUT RD	<a href="#">*</a>	<a href="#">*</a>		Y		Y	264			Hawthorne Rd	Sycamore Rd	Y	3			
COLTS WAY	<a href="#">*</a>	<a href="#">*</a>		Y	SP			never		Mainstone Rd			18	Y	Mainstone	
CORMANS LN	<a href="#">*</a>	<a href="#">*</a>		Y		Y	317	proposed		Main St			2			
COVERED BRIDGE LN	<a href="#">*</a>	<a href="#">*</a>		Y	CC			never		Rice Rd		Y	10			PB: Private way, Conservation Cluster, adjoins SVT land
CREST RD (#1) portion	<a href="#">*</a>	<a href="#">*</a>		Y						Dudley Rd	Sunset, Lakeview		??			portion?
CRISTIANA	<a href="#">*</a>	<a href="#">*</a>		Y	SP		930	never		Turkey Hill			11	Y		
CROSS ST	<a href="#">*</a>	<a href="#">*</a>		Y		Y	98	never	Consrv.	Doran Rd/Mathews Dr		Y	1			Entrace to Rocky Pt. Conservation Land, Dudley Pond
CURLING WAY	<a href="#">*</a>	<a href="#">*</a>		Y	SP			never		Rice Rd		Y	9	Y		
CURTISS RD	<a href="#">*</a>	<a href="#">*</a>		Y			122	proposed		Main St			2			
CUTTING CROSS WAY	<a href="#">*</a>	<a href="#">*</a>		Y	SP			never		Mainstone Rd			46	Y	Mainstone	
DAHLIA DR	<a href="#">*</a>	<a href="#">*</a>		unknown				never		Magnolia Dr				Y		public on GIS, unstated on TC list
DAYBREAK	<a href="#">*</a>	<a href="#">*</a>		Y	SP			never		Turkey Hill Rd		Y	9	Y		
DORAN RD	<a href="#">*</a>	<a href="#">*</a>		Y		Y	792			Main St	Mathews Dr		8			
DUDLEY RD (partial)	<a href="#">*</a>	<a href="#">*</a>		NO:public			1570		DudleyP	Bayfield Rd	Dudley Rd		22			public in GIS (partial starts at Bayfield)
DUNSTER AVE	<a href="#">*</a>	<a href="#">*</a>		Y			350	proposed		East Plain St	Hillside Dr		4			50 E Plain St has driveway on Dunster
ELISSA AVE	<a href="#">*</a>	<a href="#">*</a>		Y	MSP			never		Andrew Ave	Andrew Ave	Y	0		Town Center	
ELISABETH RD	<a href="#">*</a>	<a href="#">*</a>		Y	SA			never		Rice Rd		Y				PB: Private Way, Subdivision Approval
ELLIE LN	<a href="#">*</a>	<a href="#">*</a>		Y	SA			never		Lincoln Rd						PB: Private Way, Subdivision Approval
ERWIN RD	<a href="#">*</a>	<a href="#">*</a>		Y		Y	450			Pelham Island Rd			4			adjoins Conservation
ESSEX	<a href="#">*</a>	<a href="#">*</a>		Y	SP		430	never		Turkey Hill			10	Y		
FIDDLEHEAD LN	<a href="#">*</a>	<a href="#">*</a>		Y				never		Claypit Hill			2			
FIELDS LN	<a href="#">*</a>	<a href="#">*</a>		Y	SA			never		Plain Rd						PB; Private Way, Subdivision & Conservation Cluster
FOX HOLLOW	<a href="#">*</a>	<a href="#">*</a>		Y	SP			never		Turkey Hill Rd		Y	11	Y		
GLEN OAK DR	<a href="#">*</a>	<a href="#">*</a>		Y	SP			never		Mainstone Rd			33	Y	Mainstone	
GLEN RD	<a href="#">*</a>	<a href="#">*</a>		Y			1430			Boston Post Rd	Millbrook Rd, Plain Rd		9			
HAMMOND RD	<a href="#">*</a>	<a href="#">*</a>		Y				2015		East Plain St						
HANE RD	<a href="#">*</a>	<a href="#">*</a>		Y									??			can't find in GIS - where is it?
HASTINGS WAY	<a href="#">*</a>	<a href="#">*</a>		Y	MSP			never		Andrew Ave	(loops)	Y		Y	Town Center	
HAYFIELD LN	<a href="#">*</a>	<a href="#">*</a>		unknown	SP			never		Curling Way		Y	9	Y	Mainstone	
HEARD RD	<a href="#">*</a>	<a href="#">*</a>		Y			715		Conserv.	Pelham Island Rd		Y	4			Heard Farm Conserv. Area
HEMLOCK RD	<a href="#">*</a>	<a href="#">*</a>		Y		Y	270	proposed		Lakeshore Dr			2			
HEREFORD RD	<a href="#">*</a>	<a href="#">*</a>		Y				2015		Alpine Rd		Y	1			
HERLAND WAY	<a href="#">*</a>	<a href="#">*</a>		unknown		Y	1050			Old Conn Path W	Cochituate Rd		2			public in GIS, unknown on TC list
HIGHFIELDS RD	<a href="#">*</a>	<a href="#">*</a>		Y				never								
HILL ST	<a href="#">*</a>	<a href="#">*</a>		Y		Y	528			East Plain, South St. Center St.			2			public in GIS, private on TC list
HILLSIDE DR	<a href="#">*</a>	<a href="#">*</a>		Y	SP			never		Mainstone Rd	various	Y	121	Y	Mainstone	
INDIAN DAWN	<a href="#">*</a>	<a href="#">*</a>		Y	SP			never							Mainstone	
JENNISON RD	<a href="#">*</a>	<a href="#">*</a>		Y		Y	212	proposed		Main St		Y	5			ROW on Town Clerks listing - not public per Beth K 11/28
KLEMPNER RD	<a href="#">*</a>	<a href="#">*</a>		Y				whynot				?	0			need current visual check
LAKESHORE DR (partial)	<a href="#">*</a>	<a href="#">*</a>		partial					DP Park	Multiple Access	Multiple Access	N	40			

LAKESPUR	<a href="#"><u>*</u></a>	<a href="#"><u>*</u></a>		Y	SP			never		Mainstone Rd		Y	8	Y		
LEWIS PA	*	*		unknown				never		Concord Road		Y	3			public on GIS, unstated on TC list
LIBBY LN	*	*		unknown			??						0			added to TC list by Brendan, where is it?
LIBRARY LN	<a href="#"><u>*</u></a>	<a href="#"><u>*</u></a>		unknown			180			Concord Rd	Old Sudbury Rd	N	1			old road, not on TC list, likely public
LILLIAN WAY	<a href="#"><u>*</u></a>	<a href="#"><u>*</u></a>		N	MSP			never		Andrew Ave	Elissa Ave	Y		Y	Town Center	
LINWAY RD	*	*		unknown			??									added to Town Clerks list by Brendan, not on GIS - remove?
LUNDY LN	<a href="#"><u>*</u></a>	<a href="#"><u>*</u></a>		Y			950			White Rd	Rich Valley Rd, Sylvan Way	Y	7			
MAGNOLIA DR				unknown				never		Rice Rd	Rice Road			Y		public on GIS, unstated on TC list
MAPLE ST	<a href="#"><u>*</u></a>	<a href="#"><u>*</u></a>		Y		Y	370	proposed		Main St		Y	1			
MATHEWS AVE	<a href="#"><u>*</u></a>	<a href="#"><u>*</u></a>		Y		Y	260	proposed		Mathews Rd		Y	2			
MATHEWS DR	<a href="#"><u>*</u></a>	<a href="#"><u>*</u></a>		Y		Y	1060			Main St	Pond Dr		7			
MAYFLOWER PATH	<a href="#"><u>*</u></a>	<a href="#"><u>*</u></a>		Y		Y	500		town lots	Pineridge Rd		limited	5			public on GIS, private on TC list
MITCHELL ST (Rear)	<a href="#"><u>*</u></a>	<a href="#"><u>*</u></a>		NO				2015		Mitchell St		Y	6			public on GIS, 1899 on Town Clerks List - s/b PUBLIC?
OLD OXBOW RD	<a href="#"><u>*</u></a>	<a href="#"><u>*</u></a>	Y	unknown		Y	2150			Oxbow Rd	Oxbow Rd		0			road public on GIS,6 homes share private drive
PESCE DR	<a href="#"><u>*</u></a>	<a href="#"><u>*</u></a>		Y			690			Access Oxbow			5			dead end with turnaround
PICKWICK WAY	<a href="#"><u>*</u></a>	<a href="#"><u>*</u></a>		Y	SP			never				Y	56	Y	Mainstone	
PINE RD	<a href="#"><u>*</u></a>	<a href="#"><u>*</u></a>		Y		Y	120	proposed		Dudley Rd		Y	2			dropoff to Pond
POND DR (#1)	<a href="#"><u>*</u></a>	<a href="#"><u>*</u></a>		Y		Y	1056		Park land	Main St	Crest Rd		3			need address ranges
PRISCILLA PATH	<a href="#"><u>*</u></a>	<a href="#"><u>*</u></a>		Y		partial	423			Maiden Ln	Maiden Ln		8			homes only on paved portion.
QUINCY RD	<a href="#"><u>*</u></a>	<a href="#"><u>*</u></a>		Y		Y	330	proposed		Pemberton Rd		Y	2			
RAVINE RD	*	*		Y				never		Wallace Rd						
RESERVOIR RD (#2)	<a href="#"><u>*</u></a>	*	Y	Y			550	??		Reservior Rd			4			need address ranges
RIVER ROCK WAY	<a href="#"><u>*</u></a>	<a href="#"><u>*</u></a>		Y	MSP			never		Andrew Av				Y	Town Center	
ROSE HILL LN	<a href="#"><u>*</u></a>	<a href="#"><u>*</u></a>		Y				never		Glezen Ln		Y	2			pubic on GIS, private on TC list
ROWAN FIELD RD	<a href="#"><u>*</u></a>	<a href="#"><u>*</u></a>		unknown				never		Draper Rd	Draper Rd		3			public on GIS, unstated on TC list
SEQUIN PATH	<a href="#"><u>*</u></a>	<a href="#"><u>*</u></a>		unknown		Y	106			Maiden Ln	Lakeshore Dr		0			Connects Lakeshore to Maiden
SHAW DR (#2)	<a href="#"><u>*</u></a>	<a href="#"><u>*</u></a>		Y			??			Old Conn Path	Fox Meadow Rd					need address ranges Portions dead end
SHAWMUT AVE EXT	<a href="#"><u>*</u></a>	<a href="#"><u>*</u></a>		unknown		Y	860		Beach	Pemberton Rd	Town Beach Lot		9			public on GIS, unstated on TC list
STANTON ST	<a href="#"><u>*</u></a>	<a href="#"><u>*</u></a>		Y			660			Damon St	Commonwealth Rd		6			
STEEPLETREE LN	<a href="#"><u>*</u></a>	<a href="#"><u>*</u></a>		Y				never		Mainstone Rd			21	Y	Mainstone	
SWEET GRASS LN (#2)	<a href="#"><u>*</u></a>	<a href="#"><u>*</u></a>	Y	Y			90	??		Loblolly Ln			1			portions public, 14-061 parcel is not
SYCAMORE RD	<a href="#"><u>*</u></a>	<a href="#"><u>*</u></a>		Y		Y	1600			Old Conn. Path	Chestnut St		20			
TRUDEAU TER	*	*		Y				never								
WAMPUM PATH	<a href="#"><u>*</u></a>	<a href="#"><u>*</u></a>		Y			634	proposed		Lakeshore Dr		Y	2			adult daycare home
WEIR MEADOW PATH	<a href="#"><u>*</u></a>	<a href="#"><u>*</u></a>		Y				never		Old Oxbow Rd			2			turnaround is there.
WILDFLOWER LN	<a href="#"><u>*</u></a>	<a href="#"><u>*</u></a>		unknown				never		Plain Rd			2			public in GIS, unknown on TC list
WILLARD ST	<a href="#"><u>*</u></a>	<a href="#"><u>*</u></a>		Y						Main St	Winter St		6			
WINTHROP PL	<a href="#"><u>*</u></a>	<a href="#"><u>*</u></a>		Y			188	proposed		Winthrop Pl			2			
WOODLAND RD (#2)	<a href="#"><u>*</u></a>	<a href="#"><u>*</u></a>		Y			1725			Sycamore Rd	Pine Ridge Rd, Indian Rd		13			need address ranges to know
WISTERIA WAY	*	<a href="#"><u>*</u></a>		Y	SP			never		Magnolia	Magnolia		19	Y		public on GIS, private on TC list
YEAGER WAY	<a href="#"><u>*</u></a>	<a href="#"><u>*</u></a>		Y						Cochituate Rd			4			dead end with turnaround
(Addresses/Driveways)																
139 Boston Post Rd	<a href="#"><u>*</u></a>	<a href="#"><u>*</u></a>	Y	address		Y		2015		Boston Post Rd			0			two buildings, driveway
221,223,225,227,229 Concord Rd	*	*	Y	address				never		Concord Rd		Y	5			paved shared driveway
235,239,243 Concord Rd	*	*	Y	address				never		Concord Rd		Y	3			
298,302 Concord Rd	<a href="#"><u>*</u></a>	<a href="#"><u>*</u></a>	Y	address				proposed		Concord Rd		Y	2			300 Concord driveway is on Concord
25,27,29 High Rock	*	*	Y	address				2015		High Rock Rd		Y	3			
33,35,37 High Rock	*	*	Y	address				2015		High Rock Rd		Y	3			
172,168,164,160,156,152 Oxbow	*	<a href="#"><u>*</u></a>	Y	address			355	whynot?		Oxbow Rd		N	6			shared drive off Oxbow, encircled by Old Oxbow
2,4,6,8 Plain Rd	<a href="#"><u>*</u></a>	<a href="#"><u>*</u></a>	Y	address				proposed		Plain Rd		Y	4			
River Ter	<a href="#"><u>*</u></a>	<a href="#"><u>*</u></a>	Y	address			60	proposed	N	Old Stonebridge		Y	2			not on Town Clerks list, is in GIS as driveway
15 Shawmut Ave Ext	<a href="#"><u>*</u></a>	<a href="#"><u>*</u></a>	Y	address		Y	245	2015		Shawmut Ave Ext		Y	1			driveway
201.203 West Plain	<a href="#"><u>*</u></a>	<a href="#"><u>*</u></a>	Y	address			255	2015		West Plain St		Y	2			

**DRAFT**

**RESIDENTIAL PRIVATE ROAD SNOW & ICE POLICY**

**TOWN OF WAYLAND, MASSACHUSETTS**

Accepted by Board of Public Works October 10, 2017

Accepted by Board of Selectmen \_\_\_\_\_

Policy Effective November 1, 2017

**DEFINITIONS** for the purpose of this policy:

‘Road’ or ‘Way’	An open way for the passage of vehicles.
‘Residential’	Having at least half of the linear length of the road owned or rented for residential use.
‘Private Road’	A road or portion of a road where the abutters have deeded rights of ownership, access, control, and maintenance responsibility.
‘Public Road’	A road or portion of a road where right-of-way owned and maintained by the Town of Wayland or the Commonwealth of Massachusetts.
‘Driveway’	A private access, owned by abutter(s) from a road to one to three properties.

**BACKGROUND:**

- The Town has accepted Massachusetts General Law Chapter 40, section 6C (and by reference, section 6D), which allows the Town to appropriate money for the purpose of plowing private ways that are open to public use and designated by the Selectmen. These prerequisites indicate that not every private road will qualify for the expenditure of public funds for plowing and sanding.
- A road becomes a public road after it’s layout has been accepted by the Board of Public Works, and after it has been accepted as a public road by town meeting.
- The Town Clerk maintains a list of Public and Private Roads, which is updated after Town Meeting actions.
- The Town GIS has a layer of information which depicts public and private roads, and another layer which depicts driveways.
- The Town as a general matter has no power to expend municipal funds or to utilize funds for the benefit of a private road. If the Town uses public resources to repair or plow private roads the owner or owners of the road clearly receive a benefit. It follows from this restriction that

the Town has no inherent power to spend municipal funds or use municipal resources to maintain private roads. The Department of Revenue holds that public funds may not be expended for the benefit of private parties unless there is a definite public purpose and/or benefit to the public at large.

#### **IN GENERAL:**

- Responsibility for the care, maintenance, and snow removal of a road or driveway is the responsibility of the entities that own the road or driveway.
- The Town does not plow nor maintain driveways except those owned by the Town.
- Pursuant to G.L. c. 40, § 6C, the Town may plow private residential roads as authorized by the Selectmen provided the roads serve the general public, have more than one connection to public roads, and can be plowed without undue risk.
- The Town may perform specific, one-time, temporary repairs to private roads initiated by abutter requests and voted by the Board of Public Works or if requested by Public Safety Officials.

#### **SPECIFIC PROVISIONS:**

1. If it can be demonstrated that a private residential road is
  - a) *is not a driveway, and*
  - b) *is open to public use, and*
  - b) connects two public roads or has more than three homes, *and*
  - c) can be plowed without undue risk,

then the Board of Selectmen may, on an annual basis, direct that snow and ice be removed from the private road.

2. Not every private residential road in the Town will qualify for the expenditure of public funds. The Board of Selectmen may exercise its reasonable discretion in deciding how to expend the limited funds available for this purpose.
3. It must be demonstrated that the private residential road under consideration is open to public use and is actually susceptible to use by the public other than for purposes that are merely incidental to the use of the private residential road by the owner or owners thereof.  
Furthermore, the private residential road must be open to the public at large for purposes of travel, not merely incidental to the use by the owner or owners thereof, in a manner similar to

the ordinary use for purposes of travel of a public road of the same general nature.

4. The designation by the Board of Selectmen must therefore, at least, be based upon the determination that by design and in fact, the private residential road is adequate to accommodate general public traffic, and does in fact carry such public traffic.
5. The Board of Selectmen will determine among the total number of private roads which qualify for care, maintenance, and snow removal, depending on available funding and public usage at the time of their decision.
6. Abutters who own private residential roads who believe their road qualifies as open for public use may apply, in writing, to the Board of Selectman for snow and ice removal. The application should state the reasons why the road qualifies for the expenditure of Town funds for snow and ice removal in the next winter season.
7. Notwithstanding the above, snow and ice removal and maintenance of some private roads is controlled by special permit from the Town or development agreement with the Town. Such agreements are controlling.
8. DPW will continue its protocol to respond to a plowing request from Public Safety Officials for First Response necessities.

## K.P. LAW - GUIDANCE TO THE SELECTMEN

"Open to the public use" has been held by the Supreme Judicial Court of Massachusetts to mean that the way is actually open to use by the public for purposes of travel, not merely incidental to its use by permission of the owner(s). Money raised by taxation can be used only for public purposes and not for the advantage of private individuals, therefore, the road must be of such design and location that the general public is able to use the road, other than as a guest or invitee of abutters to that road."

*Opinion of the Justices to the Senate, 313 Mass. 779, 783 (1943).*

In determining sufficient design, the qualifying factors are:

- The road must be a minimum of 15 feet wide.
- Roadside clearance of any obstacles, including vegetation, shall be at least two (2) feet from the edge of the road surface on each side.
- Height clearance shall be no less than fourteen (14) feet from the road surface.
- The road surface must be paved or hard packed gravel and capable of being plowed without causing damage to plowing equipment. The road must be free of defects (potholes or rutting) exceeding three (3) inches in depth. Defects in the road surface must not deviate from grade more than three (3) inches including manhole covers, catch basins, and roots. All potholes and ruts shall be filled to the approximate level of the surrounding roadway by the owners prior to any plowing taking place.
- There must be a turnaround area sufficient to accommodate a snow plow truck, if needed.
- There must be a designated area for the placement of plowed snow that is not on private property unless written permission and waivers are provided by the property owners.
- The road may not be a shared driveway.

# DRAFT

# Private Roads Policy: Snow & Ice Removal

Review of Policy Recommendations  
From Board of Public Works & DPW  
To the Board of Selectmen

October 23, 2017





# History: Plowing Private Roads

## How we got here...

- We used to plow church parking lots long ago.
- In 1968 we adopted M.G.L. Chapter 40 sections 6C and 6D enabling towns to plow private ways having public use.
- Our insurer: Wayland isn't covered for damages on private ways.
- In 2015 we discontinued plowing on some short driveways/roads which lacked turnarounds.
- There were others we missed & we decided Wayland should have a uniform policy.
- Town Counsel gave us the legal basis for plowing private roads and said the Selectmen make the decision on which roads.
- Selectmen asked us for a draft policy & list of roads for 2017 season.

# What do other towns do?

- Varies Considerably...

<u>Town</u>	<u>Snow &amp; Ice Removal – Private Roads</u>
Framingham	Yes to limited few who are open to Public Use
Franklin	No
Hingham	No, only streets built to be public
Lincoln	No
Littleton	Open to Public Use - 3 Dwelling Min - If Paved
Medway	No
Natick	Yes, only those open to Public Use
Sudbury	No - Currently under Discussion
Wellesley	Yes per website FAQ
Weston	Yes

# Consideration:

## Safety

- Our #1 concern is maximizing safety of DPW staff and other drivers.
- Backing up a large snow plow during a snow storm is difficult.
- Backing up into a travelled road can be dangerous.
- Narrow roads, curving roads, and drop-offs are dangerous.

# Consideration: Safety - examples

Pine Road



Steep, narrow, no turn around, drop-off to pond – truck slipped here.

Curtiss Rd



One home, truck backs up into Main Street

# Consideration:

## Legalities

- **Plowing:** Wayland accepted G.L. c. 40, s. 6C on March 4, 1968. This statute allows a Town to plow private ways open to public use as may be designated by the Selectmen.

*NOTE: Town obligations may be limited by subdivision agreements, permits or deeds.*



# Consideration: Legalities – We can't spend public funds for private purposes



Carroll Court – one dwelling



'Riverview Terrace' – one dwelling

# Consideration: **Equity**

- All residential private roads receive snow and ice removal under common, understandable policies that satisfy legal requirements of public purpose.
  - a) Open to and has public use,
  - b) Connects two or more public roads, OR  
Serves more than three dwellings
  - c) Can be plowed safely as determined by DPW
    - no backing up, has turnarounds, safe width/pitch



# Consideration: Equity- examples

Ellie Lane



Two homes – not plowed

Hemlock Road



Two homes – proposed change to no plowing



# Recommendations: Snow & Ice Removal Policy

Provide snow and ice removal to private residential roads which:

1. Are not driveways (for one to three homes), and
2. Are open to and have public use, and
3. Connects two or more public roads or serve more than three homes, and
4. Can be plowed safely as determined by DPW.
  - no backing up, has turnarounds, safe width/pitch

Annual review by Selectmen & DPW of proposed additions & deletions.

**BoPW Meeting 4/24/2018**

**Discussion on the Potential Presentation of an Article to Fund  
AMI Meter System at Fall Town Meeting**

**BoPW Meeting 4/24/2018**

**DPW Director's Financial Report**

# TOWN OF WAYLAND DEPARTMENT OF PUBLIC WORKS

## FY18-YEAR TO DATE OPERATING BUDGET SUMMARY AS OF 4/13/2018

Week 41 of 52

Program percentage - 82%

	BUDGET	YEAR-TO-DATE	%	FY2017	FY2016	FY2015
<b>HIGHWAY</b>						
SALARIES	\$ 1,056,109.00	\$ 789,639.24	74.77%	\$939,665.56	\$851,281.48	\$869,973.50
SERVICE EXPENSES	\$ 459,000.00	\$ 234,501.74	51.09%	\$228,709.27	\$254,814.72	\$200,520.72
GOODS EXPENSES	\$ 65,500.00	\$ 48,372.27	73.85%	\$81,463.56	\$73,263.51	\$65,913.38
<b>FY18 TOTAL</b>	<b>\$ 1,580,609.00</b>	<b>\$ 1,072,513.25</b>	<b>67.85%</b>	<b>\$1,249,838.39</b>	<b>\$1,179,359.71</b>	<b>\$1,136,407.60</b>
<b>HIGHWAY-SNOW</b>						
OVERTIME	\$ 210,000.00	\$ 196,049.55	93.36%	\$176,405.70	\$96,602.26	\$229,040.35
EXPENSES	\$ 540,000.00	\$ 523,159.36	96.88%	\$585,000.00	\$331,104.92	\$721,887.27
<b>FY18 TOTAL</b>	<b>\$ 750,000.00</b>	<b>\$ 719,208.91</b>	<b>95.89%</b>	<b>\$761,405.70</b>	<b>\$427,707.18</b>	<b>\$950,927.62</b>
<b>TRANSFER STATION</b>						
SALARIES		\$ 120,657.33		\$141,035.65	\$144,899.88	\$134,433.30
EXPENSES		\$ 393,441.97		\$406,701.63	\$361,603.29	\$267,179.29
<b>FY18 TOTAL (SPENDING CAP)</b>	<b>\$ 625,000.00</b>	<b>\$ 514,099.30</b>	<b>82.26%</b>	<b>\$547,737.28</b>	<b>\$506,503.17</b>	<b>\$401,612.59</b>
<i>YTD Actual Revenue</i>	<i>\$ 221,073.49</i>		<i>232.55%</i>	<i>\$359,072.54</i>	<i>\$409,071.43</i>	<i>\$291,752.35</i>
LANDFILL EXPENSES	\$ 65,000.00	\$ 10,070.20	15.49%	\$42,231.64	\$23,316.56	\$32,916.40
<b>PARK</b>						
TOTAL SALARIES	\$ 596,437.00	\$ 476,365.81	79.87%	\$550,555.51	\$497,669.11	\$400,263.40
SERVICE EXPENSES	\$ 205,000.00	\$ 127,528.66	62.21%	\$187,726.09	\$216,729.22	\$97,502.83
GOODS EXPENSES	\$ 122,000.00	\$ 57,452.99	47.09%	\$114,327.03	\$107,032.63	\$122,435.11
<b>FY18 TOTAL</b>	<b>\$ 923,437.00</b>	<b>\$ 661,347.46</b>	<b>71.62%</b>	<b>\$852,608.63</b>	<b>\$821,430.96</b>	<b>\$620,201.34</b>
<b>SURVEYOR</b>						
TOTAL SALARIES	\$ 168,764.00	\$ 101,114.43	59.91%	\$169,040.76	\$165,319.10	\$162,411.43
GOODS & SERVICE EXPENSES	\$ 25,255.00	\$ 17,563.39	69.54%	\$1,634.49	\$2,030.19	\$1,136.68
<b>FY18 TOTAL</b>	<b>\$ 194,019.00</b>	<b>\$ 118,677.82</b>	<b>61.17%</b>	<b>\$170,675.25</b>	<b>\$167,349.29</b>	<b>\$163,548.11</b>
<b>WATER</b>						
SALARIES	\$ 719,600.00	\$ 492,399.59	68.43%	\$624,068.06	\$675,805.03	\$655,093.93
EXPENSES	\$ 1,742,568.54	\$ 1,118,977.58	64.21%	\$3,064,475.79	\$2,687,869.32	\$2,401,710.69
<b>FY18 TOTAL</b>	<b>\$ 2,462,168.54</b>	<b>\$ 1,611,377.17</b>	<b>65.45%</b>	<b>\$3,688,543.85</b>	<b>\$3,363,674.35</b>	<b>\$3,056,804.62</b>
<i>Revenue</i>	<i>\$ 4,007,592.00</i>	<i>\$ 3,019,959.83</i>	<i>75.36%</i>	<i>\$3,825,827.51</i>	<i>\$3,684,596.80</i>	<i>\$3,855,079.35</i>
<b>TOTAL DPW FUNDING FOR FY18</b>	<b>\$ 6,600,233.54</b>	<b>\$ 4,707,294.11</b>	<b>71.32%</b>	<b>\$7,313,040.74</b>	<b>\$6,489,341.22</b>	<b>\$6,362,418.28</b>

**BoPW Meeting 4/24/2018**

**Discuss the Utility of Follow-Up Process on Public Comments**

## **BoPW Meeting 4/24/2018**

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

- Public Access to Stormwater/Outfalls/Drainage GIS Layers

**BoPW Meeting 4/24/2018**

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

**BoPW Meeting 4/24/2018**

**Review and Approve the Minutes of the 4/11/2018 Meeting**



# **WAYLAND BOARD OF PUBLIC WORKS**

DPW Facility  
66 River Road  
Wayland, MA 01778  
April 11, 2018

## **MEETING MINUTES DRAFT**

Present: M. Lowery (Acting Chair), T. Abdella, C. Lewis, T. Holder (DPW Director)

Participating Remotely: J. Mishara, M. Wegerbauer

DPW Staff in Attendance: Daniel Cabral (DPW Business Manager), Joe Doucette (DPW Superintendent), Nick Iarussi (Water Treatment Plant and Compliance Manager), Don Millette (Water Superintendent)

Meeting opened at 6:34 PM

Lowery announced that the meeting is being recorded.

Lowery announced that Mishara and Wegerbauer will be participating remotely due to geographical distance.

### **Board Vote(s) to Appoint BOPW Chair and Vice Chair**

Abdella nominated Lowery as Chair and Lewis as Vice Chair.

Roll Call Vote: Mishara – aye, Wegerbauer – aye, Lowery – aye, Abdella – aye, Lewis – aye.

Abdella nominated Mike Lowery as Board Liaison to the Community Preservation Committee.

Roll Call Vote: Mishara – aye, Wegerbauer – aye, Lowery – aye, Abdella – aye, Lewis – aye.

### **Public Comment**

Sally Cartwright, of 221 Commonwealth Road, appeared before the Board to request the former DPW Facility at 195 Main Street be demolished as soon as possible, with the materials from the building's destruction to be disposed of safely.

Lowery noted that he believes the Facilities Department is responsible for the building's demolition.

Holder noted that he will discuss the status of 195 Main Street with the Facilities Department.

### **Discussion of Actions and Results of 2018 Annual Town Meeting**

Mishara urged the Board to consider the AMI Meter Article for re-submission at Fall Town Meeting

Wegerbauer agreed with Mishara, suggesting that a grass-roots movement to gain support should be considered.

Lewis noted that he feels a better financial justification for the AMI system should be offered by the Board.

Lowery noted that although it is a spending article, it won't affect taxation.

Lewis suggested one Board member be tasked with drafting the financial justification the AMI meter system.

Lowery noted that the overall sense of the Board is that the AMI Meter System should be considered for Fall Town Meeting.

Lewis expressed his desire for a financial justification to be developed before considering submitting an AMI Meter System article.

The Board determined that the next meeting will occur on Tuesday, 4/24.

Mishara and Wegerbauer disconnected at 6:50PM.

### **Public Comment**

Margo Melnicove of 245 Lakeshore Drive appeared before the Board to discuss the Water Capital funding for meter replacement.

Lowery explained the meter replacement process and described different meter technologies.

Lowery noted that the study by Weston & Sampson regarding the purchase and installation of meters would likely answer much of her questions and requested it be placed on the DPW website.

#### ***Items Distributed for Review:***

*- 4/11/2018 letter provided by Margo Melnicove*

### **Public Comment**

Duane Galbi of 190 Stonebridge Road appeared before the Board to request approval to connect a device to his water meter to allow it to transmit data to his computer.

Lowery noted that the Board would have to see the device before permitting its installation.

### **Water Abatement Review: 9 Apache Trail**

Lowery noted there were no representatives of 9 Apache Trail present.

Lowery noted that the application was incomplete, as it was unsigned and did not include a map.

Holder clarified that the system was installed prior to the implementation of the current standards and application process.

***Items Included in the Packet for Discussion:***

*- 9 Apache Trail water Abatement Request*

**Discussion of Strategies Regarding the Repurposing of the Route 20 South Landfill**

Holder noted that the Landfill has been intended to be utilized as a DPW materials management area, School Bus parking, and Police firing range.

Holder described the MassDOT land on Route 20 in Sudbury, and discussed the possibility of utilizing a portion of their land.

Lowery urged the Board to have a dialog with concerned residents prior to moving forward with the development of the Route 20 South Landfill site.

Lewis noted that there is no forum for interested parties to voice their opinions concerning the use of the Route 20 South Landfill site.

Lowery noted that the Board has custody of the parcel, and a material management area is of the primary concern.

**Discussion of Handling Public Requests for DPW Support (Receipt, Handling/Tracking)**

Holder noted that requests come from telephone, email, and from other departments. They are then entered into a database and given to the Superintendents for assignment.

Holder described plans to implement a new work order management program to further streamline operations.

**DPW Director's Operational Report**

The Board reviewed the 4/11/2018 DPW Operation Report.

Holder described the process by which the ozone tank and backwash recovery tanks were drained and cleaned.

Holder introduced Nick Iarussi, Water Treatment Plant and Compliance Manager, to the Board.

Lowery asked about the process for hiring a project manager, as authorized at Town Meeting.

Holder replied that he hopes to have the position ready to be filled when the funding becomes available on 7/1/2018.

Lowery urged the continuation of the MWRA connectivity study.

Holder noted that the Board of Selectmen is interested in having a meeting to continue the discussion on Private Ways on 5/9/18.

Holder noted that he is working with Millette to update water rules, regulations, and construction standards.

Holder noted that the Board needs to examine the Transfer Station fee structure for FY2019.

Lowery added that the Board also needs to discuss water rates and cemetery fees.

***Items Included in the Packet for Discussion:***

*- 4/11/2018 DPW Director's Report*

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

Lowery discussed the Collins Report, pages 14-17, and expressed his concern for its recommendation to reduce the role of Boards within the Town.

**Review and Approve the Minutes of the 3/29/2018, 4/2/2018, 4/3/2018, and 4/5/2018 Meetings**

Lowery noted a correction to Hamlin's name on page 2.

Abdella made motion to accept the minutes of the 3/29/2018 as amended.

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

Lowery requested the minutes of 4/2/2018, 4/3/2018. And 4/5/2018 be filed.

***Items Included in the Packet for Discussion***

*- 3/29/18 Meeting Minutes*

*- 4/2/2018 Meeting Minutes*

*- 4/3/2018 Meeting minutes*

*- 4/5/2018 Meeting Minutes*

Abdella made a motion to adjourn.

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

Meeting adjourned at 8:17 PM.

Respectfully submitted,  
Daniel Cabral  
Business Manager

**BoPW Meeting 4/24/2018**

**Confirm Standard Schedule for BoPW Meetings**