

**TOWN OF WAYLAND  
NOTICE OF MEETING**

Michael Wegerbauer, Chair  
Clifford Lewis, Vice Chair

Jon Mishara  
Michael Lowery  
Bob Goldsmith

Posted in accordance with the provisions of the Open Meeting Law\*  
[www.mass.gov/ago/openmeeting](http://www.mass.gov/ago/openmeeting)

<b>NAME OF BOARD:</b>	<b>BOARD OF PUBLIC WORKS</b>
<b>DATE OF MEETING:</b>	Tuesday November 10, 2020
<b>TIME OF MEETING:</b>	4:30 PM
<b>PLACE OF MEETING:</b>	TOWN BUILDING (REMOTE) 41 Cochituate Rd. Wayland, MA 01778

**AGENDA**

\*In compliance with the revised Open Meeting Law requirements, we will live stream the meeting via Zoom as well as WayCam. The Zoom meeting can be entered using the following link:

<https://zoom.us/j/96153387563?pwd=YU9qZGVlcEY0bEVaYktBQVRvbTVlQT09> Password: 082462

The meeting may be viewed live on the WayCam Public/Education channel (Comcast 8, Verizon 37).

Public Comment will be received either through Zoom\*\* or by phone at 508-358-6814 for this meeting. The phone number will be active during the public comment portion of the meeting. Thank you in advance for your patience; we intend to address all calls that come in during the Public Comment period.

In addition to being live streamed, WayCam will record the meeting and this recording will be made available to the public as soon after the meeting as is practicable. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings.

\*\*To make a public comment via Zoom, perform a virtual "hand raise". The meeting moderator will contact you via a chat message to acknowledge your request and will inform the chair of your request to comment. Instructions for performing a virtual "hand raise" can be found at <https://support.zoom.us/hc/en-us/articles/205566129-Raising-your-hand-in-a-webinar>

- 4:30 Announcements
- 4:32 Public Comment  
- Autumn Lane
- 4:35 Financials discussion with Town Administrator and Finance Director
- 5:05 Transfer Station Revenues – First Time User discounted rate/"Give and Take" facility/"Book Trailer"/Metal Day – Discussion and Possible Vote
- 5:20 Public Hearing: Tree Hearing – Shade Trees
- 5:45 Public Hearing: Joint Meeting with BoPW and Planning Board for Tree Hearing – Scenic Trees
- 6:20 Water Abatement Request – 80 Woodridge Road
- 6:30 Water Abatement Request – 28 Clubhouse Lane
- 6:40 Route 20 South Landfill Visioning Committee – Discussion and Possible Designate Vote
- 6:55 Crosswalk Study – Report and Possible Vote



7:05 Director's Operational Report

7:15 Board Members' Reports, Concerns, and Updates

- Playground Openings Update
- 195 Main – Possible RecComm Interest
- Stormwater & Wellhead Protection Committee
- Traffic Calming Policy Review/Update Plan
- BoPW Goals Definition
- Memo of Understanding Review Plan
- Wireless Meter Project Status

7:35 Topics Not Reasonably Anticipated by the Chair 48 Hours Prior to Posting, if any

7:40 Review and Approve Minutes of the 9/29/2020 and 10/13/2020 Meetings

7:45 Set Future Meeting Dates

7:50 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 11/10/2020**

### **Announcements**



# **BoPW Meeting 11/10/2020**

**Public Comment**

**- Autumn Lane**



## Martin, Anita

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**From:** Holder, Thomas  
**Sent:** Tuesday, November 3, 2020 3:51 PM  
**To:** Martin, Anita  
**Subject:** FW: Damage caused by plowing

Hi Anita – Please see my response to Mike Wegerbauer below.

Thanks.  
Tom

*Hi Mike – Joe arranged a site meeting held this past Tuesday morning with Mr. Riley and Mr. Cramer. The residents voiced their concerns about their observations last season. Joe spoke about the sequencing of plowing the Autumn Lane cul-de-sac and the placement of snow in it. A mutual understanding was reached whereby Joe advised the DPW plow driver of the agreed approach to plowing and storing snow on Autumn Lane.*

*The meeting was favorable to all parties.*

Thanks.  
Tom

Thomas Holder | Director  
Department of Public Works

66 River Road  
Wayland, MA 01778  
508-358-3678

**From:** Michael Wegerbauer <mwegeberbauer@yahoo.com>  
**Sent:** Friday, October 16, 2020 9:48 AM  
**To:** Wegerbauer, Michael B <mwegeberbauer@wayland.ma.us>; Chris Riley <chris.riley@communityservicestations.com>  
**Cc:** 'cramerbob@gmail.com' <cramerbob@gmail.com>; Holder, Thomas <tholder@wayland.ma.us>; Doucette, Joe <jdoucette@wayland.ma.us>; Martin, Anita <amartin@wayland.ma.us>  
**Subject:** Damage caused by plowing

[NOTICE: This message originated outside of the Town of Wayland Email System -- DO NOT CLICK on links or open attachments unless you are sure the content is safe.]

Hi Chris,

I've looped in DPW Director Tom Holder and DPW Superintendent Joe Doucette to respond to your concern.

Best,

Mike

On Friday, October 16, 2020, 09:35:27 AM EDT, Chris Riley <[chris.riley@communityservicestations.com](mailto:chris.riley@communityservicestations.com)> wrote:



Dear Mr. Wegerbauer,

I have lived at the end Autumn Lane (a col de sac off Glezen Lane) for 27 years. Until the last three years, we have had no issues with Town snow plowing. Recently, the plowing has caused considerable damage to my gravel driveway and lawn/planting areas and those of my neighbor. Both of us place stakes at the edge of our lawn/driveway to no avail. The plow driver seems intent on plowing our bushes/plantings and grass as well as my gravel driveway. On average I have spent a few thousand dollars repairing the damage to the lawn and my gravel driveway each Spring. I suspect that my neighbor spends a similar amount on spring repair caused by the plow driver as well as having to repair/replace his underground sprinkler components.

I would like to meet the responsible town DPW manager at my house to discuss how we can avoid this unnecessary plow damage.

I have cc'd my neighbor Bob Cramer on this email.

Thanks,

Chris Riley

18 Autumn Lane

508-930-5086



**Chris Riley**

**Community Service Stations, Inc.**

1253 Worcester Road – Suite 201

Framingham, MA 01701-5250

[chris.riley@communityservicestations.com](mailto:chris.riley@communityservicestations.com)

508-270-3061 (work)

508-930-5086 (cell)

508-270-8451 (fax)

[www.communityservicestations.com](http://www.communityservicestations.com)



## **BoPW Meeting 11/10/2020**

**Financials Discussion with Town  
Administrator and Finance Director**



**BoPW Meeting 11/10/2020**

**Transfer Station Revenues**



## **BOPW Meeting 11/10/2020**

### **Public Hearing: Tree Hearing – Shade Trees**

**<https://www.wayland.ma.us/parks-trees>**

- **Tree Hearing 2020 Maps of Tree Locations**
- **Shade Trees descriptor 2020 Tree Hearing**
- **Tree Hearing Fall 2020 Summary Table**



Tag #	Location	Requester	Species	Diameter est.	Height	Dead	Endangering/Unhealthy	Proximity to Roadway/Property	Presence of Dead Wood	Presence of Insect Damage	Storm Damage	Other	Recommend Removal	Trim	Cable	No Action	Grind Stump	Board Approved	Board Denied
1716	21 Pemberton Road	Resident	Oak	48	100		X						X				X		
1701	Across 36 Sherman Bridge	DPW	Ash	15	20	X							X						
1702	Across 36 Sherman Bridge	DPW	Ash	14	25	X							X						
1703	102 Oxbow	DPW	Pine	18	30	X							X				X		
1704	Oxbow @ Farrar	DPW	Pine	24	30	X							X						
1705	Oxbow @ Farrar	DPW	Pine	18	60	X							X						
1710	106 Plain	DPW	Pine	16	30	X							X						
1711	Plain @ Claypit Island	DPW	Pine	22	75	X							X				X		
1079	12 Claypit Hill (across)	DPW	Maple	10	20	X							X						
1080	12 Claypit Hill (across)	DPW	Maple	18	20	X							X						
1739	12 Claypit Hill (across)	DPW	Maple	22	50	X							X						
1737	12 Claypit Hill	DPW	Pine	13	50	X							X				X		
1738	12 Claypit Hill	DPW	Pine	8	20	X							X						
1957	Claypit across pole 40	DPW	Oak	20	70		X			X			X				X		
1767	47 Claypit Hill (across)	DPW	Pine	8	30	X							X						
1766	62 Claypit Hill (across)	DPW	Pine	15	50	X							X						
1935	63 Claypit Hill	DPW	Pine	22	50	X							X						
1712	83 Claypit Hill	Resident	Pine	36	80			X					X						
1713	83 Claypit Hill	Resident	Pine	24	50	X							X						
1902	79 Draper	Resident	Maple	22	70	X							X						
1719	Across pole 116 Rice	DPW	Maple	36	28	X							X						
1720	55 Rice	DPW	Oak	40	25		X						X						
1721	65 Rice	DPW	Pine	10	25	X							X						
1723	65 Rice	DPW	Pine	10	20	X							X						
1724	65 Rice	DPW	Pine	23	30	X							X						
1725	65 Rice	DPW	Pine	18	30	X							X						



[illegible]



[illegible]



1736	Rt20 Rt27 intersection	Resident	Ash	46	35	X	X	X		X	X	X	X						
1754	Maiden Lane @ Pequot	DPW	Ash	24	100		X	X			X	X	X					X	
1765	Adams Lane pole 206/1	DPW	Pine	22	100					X		X	X						
1947	Fuller @ Grace	H/O	Oak	28	80		X					X	X						
1956	44 Pequot Road	H/O	Ash	19	80	X							X					X	



## **BOPW Meeting 11/10/2020**

### **Public Hearing: Joint Meeting with BoPW and Planning Board for Tree Hearing – Scenic Trees**

**<https://www.wayland.ma.us/parks-trees>**

- **Tree Hearing 2020 Maps of Tree Locations**
- **Scenic Trees descriptor 2020 Tree Hearing**
- **Tree Hearing Fall 2020 Summary Table**



**BoPW Meeting 11/10/2020**

**Water Abatement Request**

**- 80 Woodridge Road**





## WATER ABATEMENT REQUEST

BOPW Meeting / Date Scheduled: 11 / 10 / 2020

Zoom

Scottfrancour@gmail.com

Name: Scott Francour Acct Number 0801630

Address: 80 Woodridge Rd Phone 608.516.8663

Billing Date 9/23/20 Usage 27,000 Water Charge \$ 3,512.99

REASON 2 Running toilets

Abate/Usage: Abate usage down to 4,033 cf (Avg usage)

Abate/\$\$: Abate \$ 3,229.14

new bill amount \$ 283.85

please remove any interest.

COMMENT/NOTE:

APPROVED \_\_\_\_\_ DENIED \_\_\_\_\_ / /

BOPW: \_\_\_\_\_

DPW Director: \_\_\_\_\_ APPROVED \_\_\_\_\_ DENIED \_\_\_\_\_ / / 2020



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

OFFICE HOURS  
Monday 8:00 AM - 7:00 PM  
Tues-Thurs 8:00 AM - 4:00 PM  
Friday 8:00 AM - 12:30 PM

# UTILITY BILL

Customer Copy

Keep this portion for your records

BILLS ARE AVAILABLE TO PAY ONLINE AT  
WWW.WAYLAND.MA.US

Questions regarding invoices should be addressed to the  
DPW Water Division at 508-358-3672

Questions regarding payments should be addressed to the  
Collector's Office at 508-358-3633

$$\begin{array}{r} 4,083 \text{ CF} \\ \div 6 \\ \hline 672.22/\text{month} \end{array}$$

$$\begin{array}{r} 672.22 \\ \times 2 \\ \hline 1,344 \text{ CF@ 21 Rate} \end{array}$$

$$\begin{array}{r} 2,688 @ 20 \text{ rate} \\ \times 4 \\ \hline \end{array}$$

FRANCOUR KIMBERLY  
80 WOODRIDGE ROAD  
WAYLAND, MA 01778

$$\begin{array}{r} 85.65 \\ 89.58 \\ \hline \$ 175.23 \end{array}$$

$$\Delta 78.62$$

CUSTOMER NAME		SERVICE ADDRESS		PARCEL IDENTIFIER			BILL NUMBER	
FRANCOUR KIMBERLY		80 WOODRIDGE ROAD		44094			18884	
BILL DATE		ACCOUNT NUMBER		WASTEWATER DESIGN FLOW (Gal/Day)			DUE DATE	
09/23/2020		0801630					10/26/2020	
CHARGE DESCRIPTION		PREVIOUS READ DATE	CURRENT READ DATE	PREVIOUS READ	CURRENT READ	USAGE (Cubic Feet)	READ TYPE	CHARGE AMOUNT
RESIDENTIAL WATER		02/28/2020	09/02/2020	76500	103500	27000	A	\$3,542.99

CYCLE	USAGE (Cubic Feet)	CYCLE	USAGE (Cubic Feet)	READ CODE	Total Current Billing	\$3,542.99
09/20	27000	03/17	2400			
02/20	3400	09/16	14600	A = Actual	Previous Balance	\$265.67
09/19	4500	03/16	3200	E = Estimate	Less Payments Received	\$263.95
03/19	2600	09/15	7400	F = Final	Adjustments	\$0.00
08/18	4300	03/15	400	W = Water	Interest	\$0.01
03/18	2500	02/15	1900			
09/17	3300					
					<b>Total Amount Due</b>	<b>\$3,543.10</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

✂ DETACH AND RETURN THE PORTION BELOW WITH YOUR PAYMENT ✂

FRANCOUR KIMBERLY  
80 WOODRIDGE ROAD  
WAYLAND, MA 01778

$$\begin{array}{r} 78.62 \\ + 175.23 \\ + 30.00 \\ \hline \$ 283.85 \\ \text{new bill} \end{array}$$

Town of Wayland  
P.O. BOX 663  
MEDFORD, MA 02155-0007

# UTILITY BILL

Remittance Portion

Account Number: 0801630  
Customer Number: 7201593  
Bill Number: 18884  
Due Date: 10/26/2020  
**Total Due: 3,543.10**

Service Location  
80 WOODRIDGE ROAD

Please write your Account Number on your check  
and enclose this portion of bill with your payment.

11806042021400018884700003543105



**Peters, Kristen**

---

**From:** Scott Francour <scottfrancour@gmail.com>  
**Sent:** Wednesday, October 14, 2020 10:01 AM  
**To:** Peters, Kristen  
**Cc:** Scott Francour  
**Subject:** Fwd:  
**Attachments:** IMG\_7437.JPG

[**NOTICE:** This message originated outside of the **Town of Wayland Email System -- DO NOT CLICK** on links or open **attachments** unless you are sure the content is safe.]

Hi Kristen,

With reference to our prior conversations and DPW's recent site visit, I would like to request an abatement on my water bill which currently totals \$3543.10. This issue was discovered by DPW and confirmed by Bolivar Plumbing (two running toilets which resulted in excess water use). Both of these issues were not easily known (not audible) and I was not able to discern any issues previously. Bolivar made the repairs yesterday to resolve the issue.

On a side note, a portion of this excess water usage may appear on the spring water bill, as this issue was reported on 9/2/20 but was not confirmed and repaired until 10/14/20.

Any effort to significantly reduce these bills would be appreciated. Thanks for your help!

Scott & Kim Francour  
80 Woodridge Road  
Wayland, MA 01778  
608-516-8663

----- Forwarded message -----

**From:** **Scott Francour** <scottfrancour@gmail.com>  
**Date:** Wed, Oct 14, 2020 at 9:48 AM  
**Subject:**  
**To:** <scottfrancour@gmail.com>

Sent from my iPhone







10/14/2020 11:13  
9858kpet

TOWN OF WAYLAND  
UB Consumption History Report

P 1  
Outstanding

Account #	Man Meter #	Customer Name	Cd	Read Date	By	Bill #	Parcel Curr Read	Usage	Repl Usage	Location Billed Usage	Charge Amt Billed Amt	Status Days
0801630		7201593		FRANCOUR		KIMBERLY	44-094			80 WOODRIDGE ROAD		CURRENT
10000	1	SEN 70309110	A	09/02/2020		18884	103,500	27,000	0	27,000	3,512.99	187
10000	1	SEN 70309110	A	02/28/2020		13313	76,500	3,400	0	3,400	3,542.99	170
10000	1	SEN 70309110	A	09/11/2019		2301	73,100	4,500	0	4,500	233.91	188
10000	1	SEN 70309110	A	03/07/2019		90040138	68,600	2,600	0	2,600	330.60	189
10000	1	SEN 70309110	A	08/30/2018		90040148	66,000	4,300	0	4,300	360.60	171
10000	1	SEN 70309110	A	03/12/2018		90040139	61,700	2,500	0	2,500	.00	181
10000	1	SEN 70309110	A	09/12/2017		90040156	59,200	3,300	0	3,300	.00	188
10000	1	SEN 70309110	A	03/08/2017		90040134	55,900	2,400	0	2,400	.00	168
10000	1	SEN 70309110	A	09/21/2016		90040142	53,500	14,600	0	14,600	.00	194
10000	1	SEN 70309110	A	03/11/2016		90040150	38,900	3,200	0	3,200	.00	174
10000	1	SEN 70309110	A	09/19/2015		90040157	35,700	7,400	0	7,400	.00	179
10000	1	SEN 70309110	A	03/24/2015		90040141	28,300	400	0	400	.00	26
10000	1	SEN 70309110	F	02/26/2015		90040133	27,900	1,900	0	1,900	.00	148
10000	1	SEN 70309110	A	10/01/2014		90040149	26,000	3,900	0	3,900	.00	196
10000	1	SEN 70309110	A	03/19/2014		90040140	22,100	2,400	0	2,400	.00	175
10000	1	SEN 70309110	A	09/25/2013		90040132	19,700	4,200	0	4,200	.00	195
10000	1	SEN 70309110	A	03/14/2013		90040152	15,500	3,200	0	3,200	.00	141
10000	1	SEN 70309110	A	10/24/2012		90040144	12,300	4,200	0	4,200	.00	196
10000	1	SEN 70309110	A	04/11/2012		90040155	8,100	3,600	0	3,600	.00	161
10000	1	SEN 70309110	A	11/02/2011		90040131	4,500	4,500	0	4,500	.00	161
10000	1	SEN 70309110	O	05/25/2011		90040143		4,500	0	4,500	.00	0
10000	1	SEN 70309110	S	05/25/2011		90040137	224,100	2,500	0	2,500	.00	49
10000	1	SEN 70309110	A	04/06/2011		90040146	221,600	4,800	0	4,800	.00	174
10000	1	SEN 70309110	A	10/14/2010		90040135	216,800	9,900	0	9,900	.00	188
10000	1	SEN 70309110	A	04/09/2010		90040153	206,900	5,100	0	5,100	.00	189

19,100  
-3  
4,033 Avg



CALL DATE: 9/21/20

ACCOUNT #: 7201593

Call Taken by: Kristen

## DPW/WATER DIVISION

Job Date: 10/2/20

Day: Friday

Time: 10:00

Owner's Name: Kimberly Francour

Contact Name: Scott

Property Address: 80 Woodbridge Rd

New Owner's Name:

Home Phone: 608 516 8663

Reason for Call: Mark Out

Final

Closing Date:

Fix TP/MXU - GET Read

Very High usage - check meter - check for leaks

27,000 CF - Avg 4,500

Conclusion:

Found (2) Leaking toilets upstairs

Ho says he will call Belton Plumbing to repair.

Meter Information	Existing	Removed	Installed
ID #:	70309110		
MXU #:			
Last Read:	1035 9/21/20		
TP Location:	front of lot		
Meter Location:			
Meter Size:	3/4"		
Water Off?			
Tag #:			

CURRENT/FINAL READ: 1066

Color &amp; Type of Building:

Color: white/green

RES APT CONDO BUSINESS

Grounded:

Y / N

Irrigation:

Y / N

Fire Sprinkler:

Y / N

Backflow Type:

PVB

DCV

RP

Pipe Size:

1" copper

Dig Safe #:

Job Date Good For:

Utilities Notified:

Verizon, N. Star Electric, National Grid gas, Key Span, Boston Gas, Com Cast

Level 3 Communications, MCI, Shell Oil, Tenn. Pipeline, On Target

Police Detail Needed: Y / N

Highway Personnel:

Date Completed: 10/2/2020

Initials: [Signature]

Notice left:

Y / N



**BoPW Meeting 11/10/2020**

**Water Abatement Request**

**- 28 Clubhouse Lane**





## WATER ABATEMENT REQUEST

BOPW Meeting / Date Scheduled: 11 / 10 / 2020

alan@dirtypilot.com

Name: Allen Bortman Acct Number 0800820

Address: 28 Clubhouse Lane Phone 781 910 7518

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

REASON Continuous Irrigation Leaks

Abate/Usage: Has had 2 prior abatements 1999 & 2011

Abate/\$\$: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### COMMENT/NOTE:

Started abatement process in July. Sent water worker out in August and found usage still very high. (16,700 CF) informed H/O. Scheduled 2nd appt. to ensure no leak. irrigation shut down for season. Then discovered had 2 prior abatements.

APPROVED \_\_\_\_\_ DENIED \_\_\_\_\_ / / \_\_\_\_\_

BOPW: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

DPW Director: \_\_\_\_\_ APPROVED \_\_\_\_\_ DENIED \_\_\_\_\_ / / 2020





## WATER ABATEMENT REQUEST

BOPW Meeting / Date Scheduled:      /      / 2020

Name: Allen Bortman Acct Number 0800820

Address: 28 Clubhouse Lane Phone 781.910.7518

Billing Date 9/30/19 Usage 20,200 Water Charge \$ 2,446.29

REASON Irrigation leak

Abate/Usage: using last 2 bills Avg.  
Avg usage 7,200 CF. 20% of water lost (13,000)  
= 2,600 CF. Abate usage down to 17,600 CF

Abate/\$\$: (17,600 CF = \$2,060.97 + 30.00 = \$2,090.97)  
\$2,446.29 - \$2,090.97 = \$355.29  
Abate \$355.29 & remove interest

COMMENT/NOTE:  
had RJ get Read 8/12 - still high usage!! \*  
emailed H/O

APPROVED      DENIED           /      /     

BOPW:       
    

DPW Director: Tom Harkin APPROVED ✓ DENIED      8/11/2020



**Peters, Kristen**

---

**From:** Alan Bortman <alan@dirty pilot.com>  
**Sent:** Wednesday, July 08, 2020 12:00 PM  
**To:** Peters, Kristen  
**Subject:** Water Bill at 28 Clubhouse lane

[NOTICE: This message originated outside of the Town of Wayland Email System -- DO NOT CLICK on links or open attachments unless you are sure the content is safe.]

Hello Kristen,

Hope you are well.

I spoke with you a few weeks ago regarding my water bill at 28 Clubhouse lane.

While installing in Fence last year, the team doing it severed a sprinkler line and did not tell me. We never use the sprinklers, in fact they are broken, but through a comedy of errors, that valve was turned on in my boiler room. Possibly from The gas company when they installed new piping and shut down everything they were in the boiler room and had to restart everything and may have thought it was the valve to the boiler? I don't know, but the water must have been coming out for some time and during a storm in April, a section of that fence blew down.

We called our handy man and he called me over too show me the water coming out from the sprinklers behind the fence.

He went top Home Depot and fixed it that day. There was a month or 2 before the fence was blow over till the time he got to it.

Ask you asked, the has written me an invoice that I have attached .(took a while to get, hence the few weeks) Please let me know if we can get an abatement and what we would need to do to move forward?

Thanks so much, stay safe!

Alan Bortman

CE 17,600  
1-15 \$ 85.65  
15-30 \$ 113.10  
30-80 \$ 439.50  
80+ \$ 1,422.72  
CE 17,600  
left \$ 2,060.97  
+ \$30.00 (Admin fee)





# FERNANDEZ

## Landscaping and Construction

22 Calvary St Apt. 1, Waltham MA 02453  
Phone.: 781-354-0479 • 781-354-0503

### Full Service

0099

### FACTURA

Nombre:

Dirección:

Tel.:

DIA	MES
6	1

CANT.	DESCRIPCION	PRECIO UNIT.	TO
	Cut		
	Trim the bushes		
	Gravo		
	Sod		
	Seed		
	Sand		
	Fertilizer		
	Mulch		
	Lime		
	Cut the tree		
	Replace one foot of broken sprinkler Hose and two couplings. Behind fence	\$75.00	



On Jul 24, 2020, at 10:27 AM, Peters, Kristen  
<[kpeters@wayland.ma.us](mailto:kpeters@wayland.ma.us)> wrote:

Hi Alan,

I did the paperwork and the abatement would be in the amount of \$355.29. You are only allowed one abatement. Please let me know if you wish to continue with the abatement process.

Thank you,

Kristen Peters  
DPW/ Administrative Coordinator  
Town of Wayland  
66 River Road  
Wayland MA 01778  
508 358 3674  
Fax 508 358 4082



I am a little confused. One email says I will have to attend a Zoom abatement and another says you did the paper work and the amount is \$355.29. Do I still need the Zoom meeting. One email also says since its irrigation thats the most I'm entitled to 10%.

I would think a toilet running which is very noticeable as opposed to a broken underground pipe. The irrigation would be more forgivable?

Please let me know what steps and if I can do anything to increase the abatement?

Thanks again,  
Alan

On Aug 6, 2020, at 8:56 AM, Peters, Kristen <[kpeters@wayland.ma.us](mailto:kpeters@wayland.ma.us)> wrote:

Good morning,

Just wanted to follow up with you on the Water Abatement request. Please let me know if you want to finalize the abatement.

Thank you,

Kristen Peters  
DPW/ Administrative Coordinator  
Town of Wayland  
66 River Road  
Wayland MA 01778  
508 358 3674  
Fax 508.358 4082

---

**From:** Alan Bortman [<mailto:alan@dirtyrider.com>]  
**Sent:** Friday, July 24, 2020 10:41 AM  
**To:** Peters, Kristen  
**Subject:** Re: WATER ABATEMENT REQUEST

[NOTICE: This message originated outside of the Town of Wayland Email System -- DO NOT CLICK on links or open attachments unless you are sure the content is safe.]

Oh, wow... so what would my balance be?

Thanks,  
Alan



## Peters, Kristen

---

**From:** alan@dirty.pilot.com  
**Sent:** Tuesday, August 11, 2020 10:00 AM  
**To:** Peters, Kristen  
**Subject:** Re: WATER ABATEMENT REQUEST

[NOTICE: This message originated outside of the Town of Wayland Email System -- DO NOT CLICK on links or open attachments unless you are sure the content is safe.]

Hi Kristen,

Thank you for your response . Although disappointing, \$355 is better than nothing .  
Please file the paper work on my behalf and let me know .  
Thank you for your time.  
Best-  
Alan

On Aug 11, 2020, at 8:43 AM, Peters, Kristen <[kpeters@wayland.ma.us](mailto:kpeters@wayland.ma.us)> wrote:

Good morning,

I have to do paperwork to present to the Board or the Director based on the amount to be abated. You are under the amount to go to a meeting so you will not need to attend a zoom meeting. I did inform you that the amount allowed to be removed was 20% of the water lost.

Irrigation systems are capped at 20% per the Town By-Laws.

Thank you,

Kristen Peters  
DPW/ Administrative Coordinator  
Town of Wayland  
66 River Road  
Wayland MA 01778  
508 358 3674  
Fax 508 358 4082

---

**From:** Alan Bortman [<mailto:alan@dirty.pilot.com>]  
**Sent:** Friday, August 07, 2020 12:56 PM  
**To:** Peters, Kristen  
**Subject:** Re: WATER ABATEMENT REQUEST

[NOTICE: This message originated outside of the Town of Wayland Email System -- DO NOT CLICK on links or open attachments unless you are sure the content is safe.]

Hi Kristen,



## Peters, Kristen

---

**From:** Alan Bortman <alan@dirty.pilot.com>  
**Sent:** Monday, October 19, 2020 10:22 AM  
**To:** Peters, Kristen  
**Cc:** Holder, Thomas  
**Subject:** Re: 28 Clubhouse Water Abatement

[NOTICE: This message originated outside of the Town of Wayland Email System -- DO NOT CLICK on links or open attachments unless you are sure the content is safe.]

Well,

First off, I did not turn on that water, even if the line was cut, if NSTAR did Not come in and mess with everything and turn on that water, there would be no issue.

This seems extremely unfair!!!

We are self employed during covid and this amount of money is a deal breaker and an extreme financial burden. We already pay some Wayland taxes for NOTHING. just another issue we can tack on to this miserable time we are living in. REALLY!!!!

Between that and the interest accrued it will be years before we can pay it back.

On Oct 19, 2020, at 10:09 AM, Peters, Kristen <kpeters@wayland.ma.us> wrote:

Good morning,

I was looking through your file this morning and I see you have been granted two Abatements in the past for water leaks. The Board of Public Works policy is one Abatement per property (same owner). You were granted an abatement on 2/5/1999 and a second on 2/1/11. Unfortunately I will not be able to process this abatement request.

Thank you,  
Kristen Peters  
DPW/ Administrative Coordinator  
Town of Wayland  
66 River Road  
Wayland MA 01778  
508 358 3674  
Fax 508 358 4082



Account # Service	Man Meter #	Customer Cd	Name Read Date	By	Bill#	Parcel Curr Read	Usage Repl	Location Billed Usage	Charge Amt Billed Amt	Status Days
0800820		7201494	BORTMAN ALLEN		49-029			28 CLUBHOUSE LANE		CURRENT
10000	1 SEN 09587989	A	09/02/2020		18800	440,700	18,200	0 18,200	2,186.58	187
10000	1 SEN 09587989	A	02/28/2020		13227	422,500	11,900	0 11,900	2,216.58	171
10000	1 SEN 09587989	A	09/10/2019		2829	410,600	20,200	0 20,200	1,216.23	187
10000	1 SEN 09587989	A	03/07/2019		90037742	390,400	3,700	0 3,700	1,246.23	189
10000	1 SEN 09587989	A	08/30/2018		90037738	386,700	6,000	0 6,000	2,476.29	171
10000	1 SEN 09587989	A	03/12/2018		90037748	380,700	4,200	0 4,200	.00	185
10000	1 SEN 09587989	A	09/08/2017		90037752	376,500	6,800	0 6,800	.00	185
10000	1 SEN 09587989	A	03/07/2017		90037741	369,700	3,800	0 3,800	.00	167
10000	1 SEN 09587989	A	09/21/2016		90037746	365,900	8,800	0 8,800	.00	195
10000	1 SEN 09587989	A	03/10/2016		90037734	357,100	5,200	0 5,200	.00	174
10000	1 SEN 09587989	A	09/18/2015		90037737	351,900	11,600	0 11,600	.00	178
10000	1 SEN 09587989	A	03/24/2015		90037749	340,300	5,000	0 5,000	.00	175
10000	1 SEN 09587989	A	09/30/2014		90037731	335,300	9,100	0 9,100	.00	202
10000	1 SEN 09587989	A	03/12/2014		90037733	326,200	4,300	0 4,300	.00	169
10000	1 SEN 09587989	A	09/24/2013		90037730	321,900	9,100	0 9,100	.00	194
10000	1 SEN 09587989	A	03/14/2013		90037750	312,800	4,400	0 4,400	.00	142
10000	1 SEN 09587989	A	10/23/2012		90037740	308,400	11,500	0 11,500	.00	196
10000	1 SEN 09587989	A	04/10/2012		90037745	296,900	5,200	0 5,200	.00	154
10000	1 SEN 09587989	A	11/08/2011		90037729	291,700	11,400	0 11,400	.00	218
10000	1 SEN 09587989	A	04/04/2011		90037736	280,300	5,100	0 5,100	.00	172
10000	1 SEN 09587989	A	10/14/2010		90037739	275,200	10,600	0 10,600	.00	190
10000	1 SEN 09587989	A	04/07/2010		90037743	264,600	5,800	0 5,800	.00	188
10000	1 SEN 09587989	A	10/01/2009		90037728	258,800	13,100	0 13,100	.00	183
10000	1 SEN 09587989	A	04/01/2009		90037735	245,700	13,500	0 13,500	.00	180
10000	1 SEN 09587989	A	10/03/2008		90037747	232,200	27,200	0 27,200	.00	177

prev  
abatement  
irrigation  
leak

\* has high usage in summer months.  
irrigation use



Account # Service	Man Meter #	Customer Cd	Name Read Date	By	Bill#	Parcel Curr Read	Usage Repl	Usage Billed	Location Usage	Charge Amt Billed Amt	Status Days
0800820 10000	1 SEN 09587989	7201494	BORTMAN ALLEN A 04/09/2008		90037751	205,000	4,800	0	28 CLUBHOUSE LANE 4,800	.00	CURRENT 153
10000	1 SEN 09587989	A 11/08/2007	90037732		200,200	200,200	12,700	0	12,700	.00	212
10000	1 SEN 09587989	A 04/10/2007	90037744		187,500	187,500	7,600	0	7,600	.00	168

\*\* END OF REPORT - Generated by Kristen Peters \*\*

abatement in Feb 1999  
as well



TOWN OF WAYLAND, DPW-WATER-DIV  
DEPARTMENT OF PUBLIC WORKS  
66 River Road  
Wayland MA 01778  
Phone 508-358-3672

## History Account Comments Report

---

Account:	0800820	Parcel:	049-029
Owner:	BORTMAN ALLEN	Location:	28 CLUBHOUSE LANE
Additional Owner:		District:	Not Defined
In Care Of:		Route:	2
Address 1:	28 CLUBHOUSE LANE	Assessment Type:	Residential
Address 2:			
City:	WAYLAND		
State:	MA		
Zip Code:	01778		

2/15/2011 12:25:5 MR BORTMAN CAME BEFORE THE BOARD AND THEY REDUCED HIS 2008 USAGE TO  
hlewis 10,000, CK REMOVED MOST FROM THE RE LIEN AND THE BALANCE FROM WATER  
2/1/11

General

12/3/2009 3:38:12 DID NOT ABIDE BY AGREEMENT-LIENED 12/3/09

water

General

7/27/2009 8:41:48 DON O CALLED AND LEFT MESSAGE THAT HE HAS UNTIL FRIDAY 6/24/09 TO PAY IN  
water FULL OR WE WILL LEIN-HE PAID \$600 AND LEFT A NOTE SAYING HW WILL TRY AND  
CATCH UP, HAD A LEAK AND ARE OUT OF WORK 7/24/09

General

9/25/2008 8:19:32 TAN/GREY Pipe-1C

water

General

9/25/2008 8:19:18 MARK FOR SHUT OFF FOR NON PAYMENT-PAYMENT RECEIVED 9/19/08 NI

water

General



<b>Account</b>		<b>Billing address</b>		<b>Additional info</b>	
Account: 0800820		28 CLUBHOUSE LANE		Account start date: 10/14/1998	
Parcel: 49-029		WAYLAND MA 01778		Premise phone	
Route: 2		District: 2		Group billing: N	
Address: 28 CLUBHOUSE LANE				Alerts	
WAYLAND MA 01778					

<b>CID</b>		<b>Recent activity</b>	
Customer: 7201494	Stop date: 12/31/9999	Last bill: 09/23/2020	2216.58
Name: BORTMAN ALLEN		Last payment: 10/07/2019	358.73
Relation: CUSTOMER		Bill due date: 10/26/2020	0.00
Start date: 10/14/1998		Projected penalty amount:	6,383.52
		Total due on: 10/21/2020	

<b>Service Orders</b>		<b>Contracts</b>		<b>Special Conditions</b>		<b>Deposits</b>		<b>Text</b>		<b>Application Fees</b>		<b>Payment Plans</b>	
Summary		Account Balance		Account History		Events		Current Billed		Bills			

Bill Date	Bill #	Charge	Charge Desc	P	Billed	Current Due	Past Due	Interest	Balance Due	Due Date	From Date	To Date	Late	Discount	Secondary
09/23/2020	18800	10000	RES WATER	ADMIN	2186.58	2186.58	.00	.00	2186.58	10/26/2020	02/28/2020	09/02/2020	0	.00	
	18800	20000	ADMIN		30.00	30.00	.00	.00	30.00					.00	
					2216.58		.00	.00	2216.58					.00	
03/16/2020	13227	10000	RES WATER		1216.23	.00	1216.23	88.17	1304.40	04/15/2020	09/10/2019	02/28/2020	189	.00	
	13227	20000	ADMIN		30.00	.00	30.00	2.17	32.17					.00	
	13227	65000	DEMAND FEE		.00	.00	.00	.00	.00					.00	
	13227	65000	DEMAND FEE		.00	.00	.00	15.00	15.00					.00	
					1246.23		.00	.00	1351.57					.00	
09/30/2019	2829	10000	RES WATER		2446.25	.00	2446.25	334.97	2781.26	10/30/2019	03/07/2019	09/10/2019	357	.00	
	2829	20000	ADMIN		30.00	.00	30.00	4.11	34.11					.00	
					2476.25		.00	.00	2815.37					.00	
03/15/2019	1480	70000	BALFORWARD		316.12	.00	.00	.00	.00	04/15/2019			0	.00	
	1480	71000	CON INT		9.42	.00	.00	.00	.00					.00	
	1480	SC000	DEMAND FEE		.00	.00	.00	.00	.00					.00	



CALL DATE: 10/13/20

ACCOUNT #: 0800820

Call Taken by: Kirsten

## DPW/WATER DIVISION

Job Date: 10/19/20

Day: Monday

Time: 9:00

Owner's Name: Alan Barthman

Contact Name: Alan

Property Address: 23 Jubilee Lane

New Owner's Name:

Home Phone:

Reason for Call: Final Closing Date: email yes/no email:

Mark Out  
Fix TP/MXU - GET Read(check for leaks / irrigation)  
high bill - looking for adjustmentPlease let me  
#

Conclusion:

Found no leaks - irrigation shut down for season

JR

Meter Information	Existing	Removed	Installed
ID #:	04527924		
MXU #:			
Last Read:			
TP Location:			
Meter Location:			
Meter Size:			
Water Off?			
Tag #:			

CURRENT/FINAL READ:

Color &amp; Type of Building:

Color:

RES APT CONDO BUSINESS

Grounded: Y / N

Irrigation: Y / N

Fire Sprinkler: Y / N

Backflow Type:

PVB DCV RP

Pipe Size:

Dig Safe #:

Job Date Good For:

Utilities Notified:

Verizon, N. Star Electric, National Grid gas, Key Span, Boston Gas, Com Cast

Level 3 Communications, MCI, Shell Oil, Tenn. Pipeline, On Target

Police Detail Needed: Y / N

Highway Personnel:

Date Completed:

Initials:

Notice left:

Y / N



**BoPW Meeting 11/10/2020**

**Route 20 South Landfill Visioning  
Committee –**

**Discussion and Possible Designate Vote**





## Route 20 South Landfill Visioning Committee

On October 19, 2020 the Board of Selectmen ("Board") established a temporary advisory committee to be known as the Route 20 South Landfill Visioning Committee ("RSLVC") in order to assist the Board with studying the disposition and use of Town-owned land ("South Landfill parcels") located on Route 20, also known as Boston Post Road, across the street from the current Wayland Transfer Station.

More specifically, the subject land has the following site considerations:

1. It is located on Boston Post Road (Rte. 20), a main east-west state road, near the Wayland-Sudbury border;
2. One parcel is triangular shaped and is comprised of 10.65 acres (Parcel # 22-001) taken, years ago, by eminent domain "for a refuse disposal area or dump;" its formal address is 471 Boston Post Road; the second parcel, at 473 Boston Post Road, is comprised of 5.9 acres (Parcel 22-002), and was taken for "Town dump purposes;"
3. Portions of the parcel are relatively flat;
4. There is existing access from Boston Post Road (Rte. 20);
5. Utilities are available via connections from Boston Post Road (Rte. 20);
6. The Sudbury River and wetlands are on the eastern end of the parcels;
7. The landfill was capped and closed under the oversight of the Massachusetts Department of Environmental Quality Engineering (predecessor of the Massachusetts Department of Environmental Protection).
8. The land is part of or near the Great Meadows Wildlife Refuge.

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The committee shall be comprised of eight (8) voting members, designated by the following committees and organizations and appointed by the Board of Selectmen:

- A member to be designated by the Conservation Commission;
- A member to be designated by the Economic Development Committee;
- A member to be designated by the Recreation Commission;
- A member to be designated by the Planning Board;
- A member to be designated by the Board of Public Works;
- A member to be designated by the School Committee;

and two (2) members also to be appointed by the Board of Selectmen; one of whom shall be a member of the Board of Selectmen and chair of the committee, and another member to be chosen from among interested residents having experience in at least one of the following disciplines: civil engineering; landscape architecture; land planning; real estate development; or project financing or management.



Terms shall expire on November 1, 2023 unless extended by vote of the Board of Selectmen. A Town staff member, appointed by the Town Administrator, shall be appointed to be a liaison to the committee.

---

The following tasks are delegated to the committee:

- Verify the current custodial board(s) of the parcels;
- Pace its work consistent with related Town staff work relative to use of the parcels;
- Review the feasibility of disposition and use of the South Landfill parcels for various uses including, but not limited to, a Department of Public Works lay down area, construction for open space preservation, affordable housing, passive recreation, septic treatment for any new structures on the land, school bus parking, and renewable energy;
- Identify other conditions that may influence the preferred plan, including capital improvement, infrastructure development, phasing opportunities, and maintenance;
- Recommend new feasibility studies, if needed, to determine the extent of potential disposition and uses of the South Landfill parcels and review any completed feasibility studies regarding the parcels;
- Report in writing on the advisory committee's recommendations for the best use or combination of uses of the municipal land, and in what proportion; the recommendations shall take into account impacts on the Sudbury River, the surrounding watershed, public access to the impending rail trail extension, public health considerations, nearby residential areas, and community preferences for disposition or use of the property;
- Consideration may be given to opportunities for public/private partnerships, if applicable.

**Key Contact(s):**

**Staff Contacts:**

Louise Miller

**Phone:**

508-358-7701

**Address**

*Rt 20 Landfill Visioning Committee  
41 Cochituate Rd  
Wayland, MA 01778  
United States  
See map: [Google Maps](#)*

## Committee Members

Name	Title	Representing
<u>Thomas J. Fay</u>	Member & Chair	Board of Selectmen

**Source URL:** <https://www.wayland.ma.us/route-20-south-landfill-visioning-committee>



**BoPW Meeting 11/10/2020**

**Crosswalk Study**

**– Report and Possible Vote**





# WAYLAND POLICE DEPARTMENT

WAYLAND, MASSACHUSETTS 01778



PATRICK SWANICK  
CHIEF OF POLICE

## Memorandum

10/20/2020

To: Thomas Holder, DPW Director  
Cc: Louise Miller, Town Administrator  
From: Chief Patrick Swanick  
RE: Crosswalks

---

On Thursday October 15<sup>th</sup> we looked at the following crosswalks.

- Main Street - Spencer Circle
- Cochituate Road - Pequot Road
- Pequot Road - Juniper Lane

**Main Street - Spencer Circle:** This crosswalk is very well marked. It has double sided crosswalk signs at the painted crosswalk. There are also "Crosswalk Ahead" signs located approximately 50 yards north and south of the crosswalk. This crosswalk is primarily used by the residents of the five homes on Spencer Circle.

Recommendations: None, good condition, straight approach/sightline, lots of signage.

**Cochituate Road – Pequot Road:** This crosswalk is well marked. It has double sided crosswalk signs at the painted crosswalk. Happy Hollow School is located on Pequot Road.

Recommendations: Conduct a pedestrian traffic count at the start of school to see how many students and families use the crosswalk. If the pedestrian traffic is high, consider additional safety systems.

**Pequot Road - Juniper Lane:** This crosswalk is adequately marked. It has single sided crosswalk signs at the painted crosswalk. Vehicle traffic from Juniper lane is minimal. Pequot Road has a high volume of traffic.

Recommendations: Add additional signage. Make the single sided signs two sided, and add a portable crosswalk sign in the center of the crosswalk.



**BoPW Meeting 11/10/2020**

**Director's Operational Report**



## **BoPW Meeting 11/10/2020**

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



## **BoPW Meeting 11/10/2020**

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



## **BoPW Meeting 11/10/2020**

**Review and Approve Minutes of the  
9/29/2020 and 10/13/2020 Meetings**



## **WAYLAND BOARD OF PUBLIC WORKS**

Posted in accordance with the provisions of the Open Meeting Law  
[www.mass.gov/ago/openmeeting](http://www.mass.gov/ago/openmeeting)

Town Building  
41 Cochituate Road  
Wayland, MA 01778  
September 29, 2020

### **MEETING MINUTES**

Present: M. Wegerbauer (Chair), C. Lewis (Vice Chair), J. Mishara, M. Lowery, B. Goldsmith

DPW Staff in Attendance: Tom Holder (DPW Director), Joe Doucette (DPW Superintendent)

Other: Thomas Fay, Board of Selectmen, Seath Crandall, Host (Technology)

Meeting opened at 5:01 PM.

Wegerbauer called the meeting to order. Crandall explained that this meeting was being held in compliance with the revised Open Meeting Law requirements. The meeting would be live streamed on WayCAM, with all BoPW members participating by teleconference. Public comment would be received by phone at 508-358-6812. The phone number would be active during the public comment portion of the meeting. Lewis reviewed the agenda.

#### **Announcements**

Wegerbauer introduced Fay as the BoPW new Board of Selectmen liaison replacing Levine. Wegerbauer explained that we did not have a replacement Finance Committee liaison as yet to replace Uveges.

Wegerbauer asked Holder to comment on the Rte. 30 Shared Street Grant for Bike Lanes. Holder explained that the Towns of Wayland and Natick collaborated as part of the MASSDOT Shared Streets Grant program. They obtained a \$55,000 grant to establish bike lanes from the Speen Street/Rte. 30 corner, at the Margarita restaurant, east into Wayland as far as the Snake Brooke Trail Crossing. Lowery commented that this was an important step in linking trails between the towns, increasing conductivity.

#### **Public Comment**

Lowery reported that a resident on Waltham Road emailed complaining about people making illegal turns at the Waltham Road/Concord Road intersection. Holder reported that the Chief of Police and the Board of Selectmen were looking into this.

#### **2020 Annual Town Meeting Articles – Review and Discussion**

Wegerbauer confirmed that the DPW budget and the River's Edge Easements on the Transfer Station Access Road had been approved at the Annual Town Meeting. He shared that some



discussion had occurred regarding the Stonebridge Road Bridge and Town boundaries. This should be an agenda item for the BoPW at a future meeting.

Mishara asked about the bridge ownership lines between Framingham and Wayland; shared ownership - shared responsibility. Wegerbauer explained that the Board of Selectmen have taken this matter up and are actively looking into the issue. Fay confirmed this.

Lowery asked how long before these deliberations might interfere with the work schedule. Holder said that the plan was to put the bid out this winter with construction taking place next spring and summer, so it would be some time before the work schedule would be impacted.

### **Crosswalk Safety Review and 27/OCP Plan – Review and Discussion (and possible vote)**

Wegerbauer reviewed the background for the recent incident at the Rte. 27/Five Paths intersection. Holder is looking into options for ensuring the crosswalk is clearly visible to traffic. Police Chief Swanick is exploring traffic calming measures in the near term, and traffic rearrangement options to address the issue in the long term.

Holder explained that along with road markings, sign posts and arrows pointing down to the crosswalk, solar powered actuated LED lights would be added with timed LED flashing lights when a button is pressed at the pole. This work should be complete in time for the school opening on October 19, 2020. Holder informed the Board that the Town Administrator was engaging TEC to carry out a broader traffic review.

#### ***Items Not Included in the Packet for Discussion but disseminated separately***

- Memorandum dated September 25, 2020 sent from the Chief of Police to the Town Administrator re: Cochituate Road Crosswalk near Five-Paths

### **BoPW Annual Report – Review/Finalize**

The report was reviewed and amendments made. Lewis made a motion to approve the Annual Report as amended. Mishara 2<sup>nd</sup>, and a roll call vote was taken.

Lowery aye, Lewis aye, Mishara aye, Wegerbauer aye, Goldsmith abstained since he was new to the Board.

#### ***Items Not Included in the Packet for Discussion but disseminated separately***

- Draft FY2020 BoPW Annual Report (July 1, 2019 – June 30, 2020)

### **Director's Report**

Holder summarized his report and a discussion ensued about opening the playgrounds. Holder announced that Rice Road was complete, Sedgemoor had had no breaks since the hydraulic adjustments were put in place, and how November 13, 2020 would end the construction season unless temperatures remained mild, in which case continuation would be a week by week decision.

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

- Director's Report 9/29/2020



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

### **- Rte. 27 Bridge Repair**

Work almost completed on the surface. In late October the surface will be sealed with an epoxy finish. The piles will be worked on this year.

### **- MWRA Study Update**

The RFQ process is underway.

### **- Wireless Water Meter Update**

AMI project started two weeks ago. It will involve new software and handhelds. COVID may be an issue since homes will need to be accessed.

### **- Transfer Station Marketing Update**

Wegerbauer asked how effective marketing efforts had been to date, and had the new resident packets been distributed. Holder reported that they had been distributed but no one had presented any of the free passes at the Transfer Station as yet. Vinyl signs had been suggested and the signboards would be used as soon as they became vacant. Sticker sales were slightly down as of this time last year but revenues from bulky waste were healthy. Holder shared that he had explored clean cardboard recycling as an option for the Transfer Station but feedback from other towns, such as Newton, was that there was no financial benefit once you paid for a container and had it hauled.

### **- Rte. 20 South Landfill Visioning Committee**

The Committee is not yet in place but the preparatory work is underway.

### **- WHS Turf Infill**

The Board discussed whether the field fiber might contain PFAS and if this was a problem for draining into water sources. Holder will check specifications.

### **- Sign Enforcement on Road Rights of Way**

Lowery shared that he was concerned by the signage in Wayland and he would like to work with the Building Department to educate contractors about temporary signage in the Town right of way. Holder suggested he speak with Mary Antes, on the Board of Selectmen, about his concerns.

### **- Cemetery Wall Collapse**

Tree roots are destabilizing the wall. The possibility of applying for Massachusetts grants as a source of funding for the repairs was discussed.



### **Topics Not Reasonably Anticipated by the Chair 48 Hours Prior to Posting, if any**

Wegerbauer asked for two members to work on the drip irrigation regulations' bylaw task force with the Water Superintendent. Goldsmith and Lowery asked to take part. Goldsmith expressed an interest in encouraging residents to conserve water. He suggested preparing a one page flyer which he would send to Holder. It was vital that the Town achieve the target of 65 gallons per capita per day.

Holder spoke about applying for the Forever Chemicals Water Standards Grant to help with the cost of testing for PFAS. Wayland has been doing this testing voluntarily so far but it is expensive and this grant will assist with sampling costs since periodic testing is encouraged. Testing will be required beginning April 2021.

Lewis pointed out that there were 2 cemetery deeds awaiting signature and that he would come to the DPW tomorrow to sign them.

Wegerbauer listed items for discussion at future meetings including the Complete Streets Program, T.S. Revenues, Crosswalks, hydrant flushing, the review of irrigation by-laws and the finance report. Lowery added potential CPC projects.

### **Review and Approve the Minutes of the 8/25/2020 Meeting**

Mishara made a motion to approve the minutes of the 8/25/2020 meeting as presented. Lewis 2<sup>nd</sup>, and a roll call vote was taken.

Lowery aye, Goldsmith aye, Lewis aye, Wegerbauer aye, Mishara aye.

*Items Included in the Packet for Discussion  
- 8/25/2020 BOPW Meeting Minutes Draft*

### **Set Future Meeting Dates**

Following discussion it was agreed to hold BoPW meetings on a monthly basis unless need necessitated an increase in frequency. The next meeting would take place on Tuesday, October 13, 2020 followed by the Fall Tree Hearing on Tuesday, November 10, 2020. All such meetings will be held remotely until further notice.

### **Adjourn**

Goldsmith made a motion to adjourn. Lewis 2<sup>nd</sup>, and a roll call was taken.

Lewis aye, Mishara aye, Wegerbauer aye, Goldsmith aye, Lowery aye.

Meeting adjourned at 6:38 PM.

Respectfully submitted,  
Anita Martin  
Business Manager



## **WAYLAND BOARD OF PUBLIC WORKS**

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Town Building  
41 Cochituate Road  
Wayland, MA 01778  
October 13, 2020

### **MEETING MINUTES**

Present: M. Wegerbauer (Chair), C. Lewis (Vice Chair), J. Mishara, M. Lowery, B. Goldsmith

DPW Staff in Attendance: Tom Holder (DPW Director), Sarkis Sarkisian (Town Planner)

Other Attendees: Thomas Fay, (Board of Selectmen), Joe Doucette, (DPW Superintendent), Emory Ford (resident), Richard Turner (resident), Jason Adams, Host (Technology)

Meeting opened at 5:00 PM.

Wegerbauer called the meeting to order and explained that this meeting was being held in compliance with the revised Open Meeting Law requirements. The meeting would be live streamed on WayCAM, with all BoPW members participating by teleconference. Public comment would be received by phone at 508-358-6812. The phone number would be active during the public comment portion of the meeting. He reviewed the agenda.

#### **Announcements**

Lowery shared that the river gauge which guides Wayland's water conservation activities was now reading below 50% of normal levels at 38.5 cubic feet per second.

#### **Public Comment**

Ford joined the meeting reminding the Board that at the last meeting he was concerned about carrying out flushing in this time of drought. He is interested in exploring if the river flow is really the controlling factor. He queried the back log in the availability of meeting minutes on the website. Lowery commented that the BoPW minutes were usually more timely than for other Boards, and that the Board meetings were also available to the public on WayCAM.

Turner joined the meeting to thank Public Works for cleaning up the Town so well after the micro-burst on October 7, 2020. He shared that he was 50 hours without power.

#### **Complete Streets Program Discussion**

Wegerbauer welcomed Sarkisian, the Town Planner, to the meeting. He was invited to update the Board on the Complete Streets Program. The management of options, policies, and priorities regarding all modes of transportation in the Town falls under the Board of Selectmen. The first stage in any initiative is to develop a plan. Apart from the Board of Selectmen a number of other Boards such as Planning, Conservation and Public Works are involved, so consensus building is



vital. Finally prioritization and sources of funding are considered. At present the Town has a number of projects underway so the Complete Streets program will be worked on later in the winter allowing these other projects to be progressed.

Sarkisian pointed out that Public Works already has a Capital Streets Plan in place. He also highlighted examples where Wayland had collaborated with other Towns connecting surrounding communities. One example was how Wayland worked with Natick, one of the 200 communities who have already adopted the Complete Streets program, to connect Cochituate Trail to the Rail Trail. Rte.9 was recently closed to install a new bridge over it as part of this project, and later next month a second bridge will be installed at Speen Street. This work was done as part of the Massachusetts Shared Streets Program which facilitates expediting projects within focused timescales. Wayland also obtained a Shared Streets Grant to facilitate connecting 336 Boston Post Road (Rte. 20) to the Massachusetts Central Trail. Town Council is presently working on developing rights of entry. Sarkisian left the meeting at 5:22 PM.

### **Transfer Station Revenues Discussion**

Wegerbauer introduced the discussion by asking the Board for ideas to raise additional Transfer Station revenue. He asked Holder how revenues were progressing this financial year compared with last. Holder said that sticker sales were 10% down from last year but that charging for bulky waste was now paying for the bulky waste operation.

Lewis asked Holder if Clean Cardboard recycling would help revenues. Holder reported that he had made inquiries, including asking the Town of Newton and our vendors, but feedback was that the cost to provide the service exceeded any rebate/benefit we might receive. When questioned about costs of containment and hauling, Holder said he had received a better offer from a supplier for clean cardboard than was being received by Newton. Questions were asked about bailing, segregating the cardboard, etc. It was suggested that if the Cardboard was segregated, at least we would save money with single stream, but Holder advised that the projected 3-4 tons a week not going to single stream would not make a difference since single stream haulage costs \$180 per trip and the container is very expensive.

Mishara asked if first time users of the Transfer Station could obtain a discounted rate and thus encourage them to come and seek what was on offer there. Wegerbauer and Lewis liked this idea.

Holder reminded the Board of a previous suggestion to change the method of financing of the Transfer Station from that of a revolving fund to the General Fund. At present approximately 80% of revenues are taken in the first 2 months of each operating year. Wegerbauer and Mishara expressed misgivings about such a change. Holder reminded them that we would not be closing the Transfer Station, just funding it differently. He shared that the Town Administrator and Financial Director have asked to meet with the Board about the Transfer Station and Water Funds. He suggested the next scheduled BoPW meeting on November 10, 2020.

Lowery asked about reopening the "Give and Take" facility. Resident Molly Upton contacted the meeting asking about reinstating the "Book Trailer" since the book shelf inside the "Give and Take" was too small. A "metal" day was another suggestion.

Wegerbauer asked that these initiatives should be on the next agenda for a possible vote.



## **Rte. 20 South Landfill Visioning Committee Discussion**

Lowery shared that there was published information in a Board of Selectmen packet about creating a committee to examine various options for use of the Rte. 20 South Landfill area. It appears that the Committee will include representatives from the Conservation Commission, the Economic Development Committee, the Planning Board, School Department, DPW, the Recreation Commission, and two appointees from the Board of Selectmen (one of which would be an interested resident with relevant experience). Lewis reminded the Board that only two parcels make up the bulk of the area, one of which belongs to the DPW. A discussion ensued as to whether a DPW representative should be a co-chair. Mishara pointed out that the DPW remains in need of a laydown area.

## **Director's Financial Report**

Wegerbauer introduced this item by explaining that financials had been made available to the Board of Selectmen for Financial Year 2020. Wegerbauer reported on a meeting he had had with the Town Administrator, the Board of Selectmen Chair, and the DPW Board of Selectmen Liaison to discuss what type of financial reports would be available to the BoPW. Holder reviewed the FY2020 data which showed that all DPW departments were underspent in the fourth quarter due to a COVID related halt on discretionary spending. During this period the DPW was operating at one third staffing levels supporting only essential functions.

The Water Enterprise Fund spend was lower than expected but the revenues were also down. The Revenue budget had been prepared based on having the accurate metering project implemented. However this hasn't happened as yet. \$1.35M has been taken from retained earnings, \$50,000 for the MWRA Study and \$1.3M for the AMI project. This results in a fund balance of \$1.484M as of 6/30/2020.

The Transfer Station Revolving Fund was reviewed. It was explained that expenses were immediately accurate but that revenue information was often delayed due to waiting for "pay as you throw" income and credit card income, so they took time to be certified.

*Items Included in the Packet for Discussion*  
*- Director's Financial Report 10/13/2020*

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

- Crosswalks on Rte. 27: Spencer Circle/Pequot Road/Happy Hollow School

Holder, the Police Chief and the Town Administrator were evaluating these crosswalks and a report will be available in a month. Holder assured the Board that signage was consistent across the Town and his advice would be to enhance signage with warnings and LED lights.

- Potential CPC Projects Review

Lowery asked for a status update. Holder reported that the Order of Conditions from Conservation had not yet been received. A request for more information had been made.



Lowery asked Holder about the status of the Sedgemoor project. Holder reported that Tennessee Gas had an easement across Sedgemoor Road close to the Moore Road intersection. DPW needs Tennessee Gas to accurately locate their gas line so they can issue a permit. This is an unexpected design feature and Holder shared that it may delay the work beyond the mild temperatures required to complete this phase of the work.

Goldsmith shared that Tennessee Gas were venting methane from their gas line on Concord Road. Flames were coming from the vent, and methane levels could have reached explosive levels. Holder knew nothing about it and suggested it was a Fire Department issue.

#### **Topics Not Reasonably Anticipated by the Chair 48 Hours Prior to Posting, if any**

Wegerbauer had been asked to review the administrative section of the BoPW Annual Report. He shared his revisions with the Board.

Lowery made a motion to accept the changes in the Report as drafted by our Chair and submit the revised report to the Board of Selectmen. Lewis 2<sup>nd</sup>, and a roll call was taken.

Lowery aye, Lewis aye, Mishara aye, Wegerbauer aye, Goldsmith aye.

#### **Review and Approve the Minutes of the 8/17/2020 Meeting**

Mishara made a motion to approve the minutes of the 8/17/2020 meeting as amended. Lowery 2<sup>nd</sup>, and a roll call vote was taken.

Lowery aye, Lewis aye, Goldsmith aye, Mishara aye, Wegerbauer aye.

*Items Included in the Packet for Discussion*  
*- 8/17/2020 BOPW Meeting Minutes Draft*

#### **Set Future Meeting Dates**

The next meeting which will be the Tree Hearing, will take place on Tuesday, November 10, 2020 at 4:30pm. The following meeting will take place on December 8, 2020 at 5pm. All such meetings will be held remotely until further notice.

#### **Adjourn**

Mishara made a motion to adjourn. Goldsmith 2<sup>nd</sup>, and a roll call was taken.

Lewis aye, Lowery aye, Goldsmith aye, Mishara aye, Wegerbauer aye.

Meeting adjourned at 7:09 PM.

Respectfully submitted,  
Anita Martin  
Business Manager



## **BoPW Meeting 11/10/2020**

**Set Future Meeting Dates**



## **BoPW Meeting 11/10/2020**

**Adjourn**



# **BoPW Meeting 11/10/2020**

## **TO-DO LIST**

Complete Streets Progress

Traffic Calming vs. Traffic Control

Financial Review Plan

- September - 1st meeting - Jul/Aug uncertified expenses/revenue
- October - 1st meeting - prior year certified close
- November - 1st meeting - 1st quarter certified
- December - 1st meeting - October certified
- January - 1st meeting - November certified
- February - 1st meeting - December certified (scheduled continues until year end)