

BOPW Meeting 11/16/2021

Public Hearing: Shade Trees

1845	3 Squirrel Hill Rd	Pine	24	Resident	Shade	Dead
1846	3 Squirrel Hill Rd	Pine	30	Resident	Shade	Dead 90%
1844	46 Sears Rd	Pine	18	Resident	Shade	95% dead top missing from storm damage
1910	23 Sears	Pine	30	Resident	Shade	proximity, dropping branches, h/o to replace w/planting ok'd DPW
1911	23 Sears	Pine	30	Resident	Shade	proximity, dropping branches, h/o to replace w/planting ok'd DPW
1912	23 Sears	Pine	30	Resident	Shade	proximity, dropping branches, h/o to replace w/planting ok'd DPW
1843	61 Three Ponds	Oak	18	Resident	Shade	Endangering, proximity to roadway, dead wood 75% dead
1890	73 East Plain St	Maple	48	DPW	Shade	Dead
1813	7 Goodman Lane	Oak	16	Resident	Shade	Dead
1836	157 Loker	Maple	17	Resident	Shade	Dead
1821	20 Lakeview	Maple	24	Resident	Shade	90% dead will be completely dead next year
1837	35 Concord Rd	Ash	36	Eversource/DPW	Shade	Dead
1853	Glen at Rail trail	Maple	12	Resident	Shade	
1849	Glen at Rail trail	Maple	6	Resident	Shade	
1851	Glen at Rail trail	Maple	8	Resident	Shade	
1852	Glen at Rail trail	Maple	6	Resident	Shade	
1906	Stonebridge Rd under HV. Utilities	Pine	6	Eversource	Shade	
1966	Stonebridge Rd under HV. Utilities	Pine	36	Eversource	Shade	
1960	Stonebridge Rd under HV. Utilities	Oak	20	Eversource	Shade	
1965	Stonebridge Rd under HV. Utilities	Pine	6	Eversource	Shade	
1963	Stonebridge Rd under HV. Utilities	Pine	12	Eversource	Shade	
1962	Stonebridge Rd under HV. Utilities	Oak	13	Eversource	Shade	
1200	Stonebridge Rd under HV. Utilities	Pine	12	Eversource	Shade	
1936	Stonebridge Rd under HV. Utilities	Oak	7	Eversource	Shade	
1905	Stonebridge Rd under HV. Utilities	Maple	6	Eversource	Shade	
1961	Stonebridge Rd under HV. Utilities	Beech	8	Eversource	Shade	
1952	Stonebridge Rd under HV. Utilities	Hemlock	8	Eversource	Shade	
1946	Stonebridge Rd under HV. Utilities	Beech	15	Eversource	Shade	
1964	Stonebridge Rd under HV. Utilities	Beech	6	Eversource	Shade	
1904	Stonebridge Rd under HV. Utilities	Beech	5	Eversource	Shade	
1945	Stonebridge Rd under HV. Utilities	Beech	5	Eversource	Shade	
1958	Stonebridge Rd under HV. Utilities	Beech	5	Eversource	Shade	

1808	Stonebridge Rd under HV. Utilities	Beech	6	Eversource	Shade	
1807	Stonebridge Rd under HV. Utilities	Oak	12	Eversource	Shade	
1811	Stonebridge Rd under HV. Utilities	Beech	10	Eversource	Shade	
1806	Stonebridge Rd under HV. Utilities	Beech	11	Eversource	Shade	
1805	Stonebridge Rd under HV. Utilities	Oak	10	Eversource	Shade	
1803	Stonebridge Rd under HV. Utilities	Beech	7	Eversource	Shade	
1802	Stonebridge Rd under HV. Utilities	Maple	25	Eversource	Shade	
1801	3 Meadow View under HV Utilities	Pine	13	Eversource	Shade	
1818	3 Meadow View under HV Utilities	Pine	30	Eversource	Shade	
1814	22 Oak Hill Rd under HV. Utilities	Birch	18	Eversource	Shade	
1815	20 Meadow View Rd HV. Utilities	Pine	13	Eversource	Shade	
1804	20 Meadow View Rd HV. Utilities	Pine	16	Eversource	Shade	
1810	20 Meadow View Rd HV. Utilities	Pine	13	Eversource	Shade	
1817	20 Meadow View Rd HV. Utilities	Pine	16	Eversource	Shade	
1809	20 Meadow View Rd HV. Utilities	Pine	8	Eversource	Shade	
1826	14 Meadow View Rd HV. Utilities	Pine	13	Eversource	Shade	
1827	14 Meadow View Rd HV. Utilities	Pine	5	Eversource	Shade	
1828	14 Meadow View Rd HV. Utilities	OakPineOak	7,6,6	Eversource	Shade	
1829	14 Meadow View Rd HV. Utilities	Oak	12	Eversource	Shade	
1830	14 Meadow View Rd HV. Utilities	Oak	11	Eversource	Shade	
1831	14 Meadow View Rd HV. Utilities	Pine	4	Eversource	Shade	
1832	14 Meadow View Rd HV. Utilities	Pine	6	Eversource	Shade	
1833	14 Meadow View Rd HV. Utilities	Oak	4	Eversource	Shade	
1834	14 Meadow View Rd HV. Utilities	Pine	4	Eversource	Shade	
1835	14 Meadow View Rd HV. Utilities	Oak	4	Eversource	Shade	

Tree inspection Form

Tag # 1845 Date requested: Requester Name: Chris Riffle

Requester Address: 3 Squirrel Hill Requester Phone# 617-694-9510

Tree Location if different

Tree information: Shade Scenic Diameter 24 Species Pine

Tree issues: Dead Endangering Species and Age Proximity Basal & Root Decay

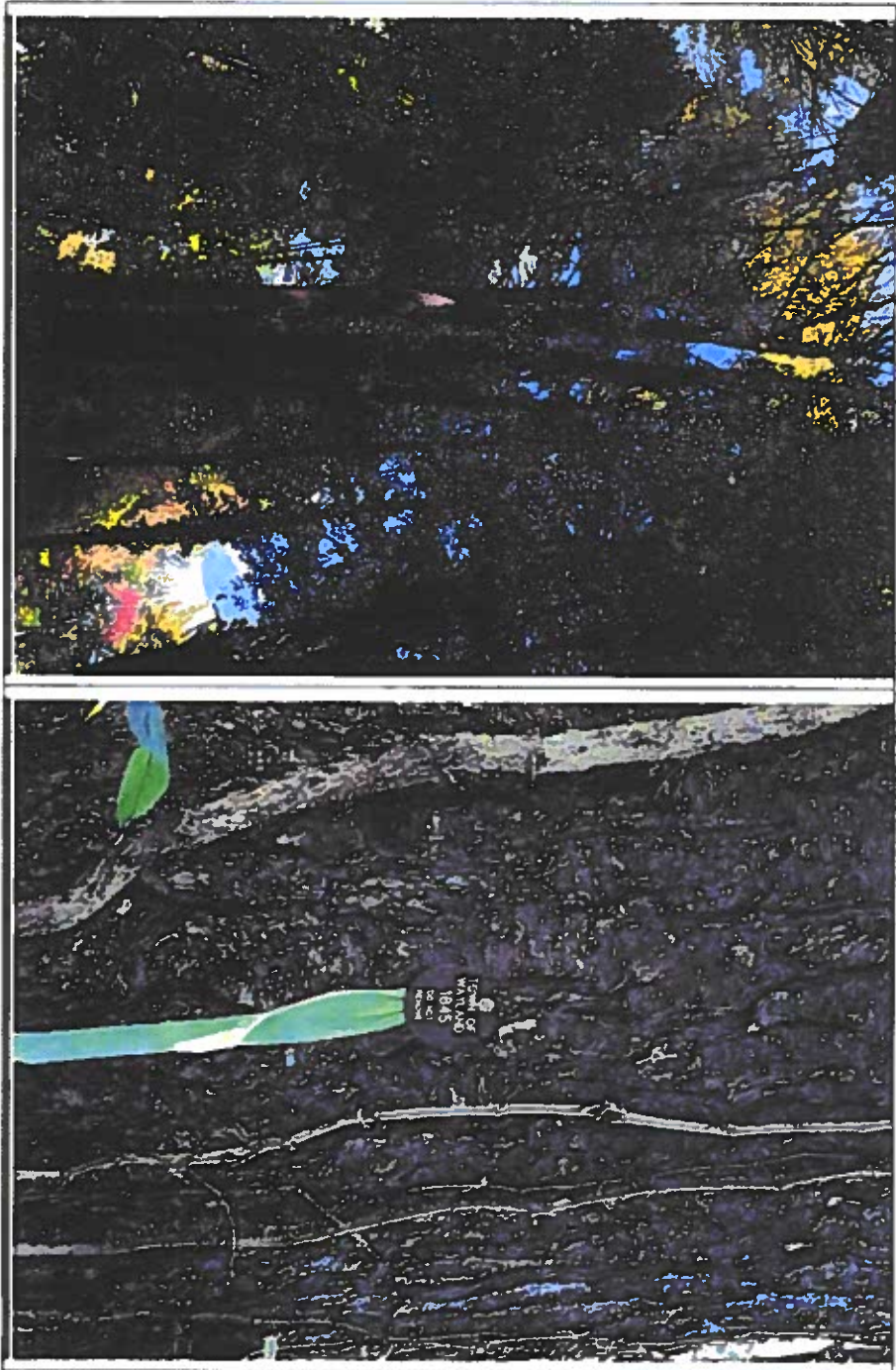
Crown Decay: Dead Wood: Insect Damage: Storm Damage:

Other:

Recommendations: Removal Trim Cable Utility Response DPW No Action

Hearing Results: Recommended action accepted: Denied: Deferred:

Notes:



Tree inspection Form

Tag # 1846 Date requested: Requester Name: Chris Riffe

Requester Address: 3Squirrel Hill Requester Phone# 617-694-9510

Tree Location if different

Tree information: Shade Scenic Diameter 30 Species Pine

Tree issues: Dead Endangering Species and Age Proximity Basal & Root Decay

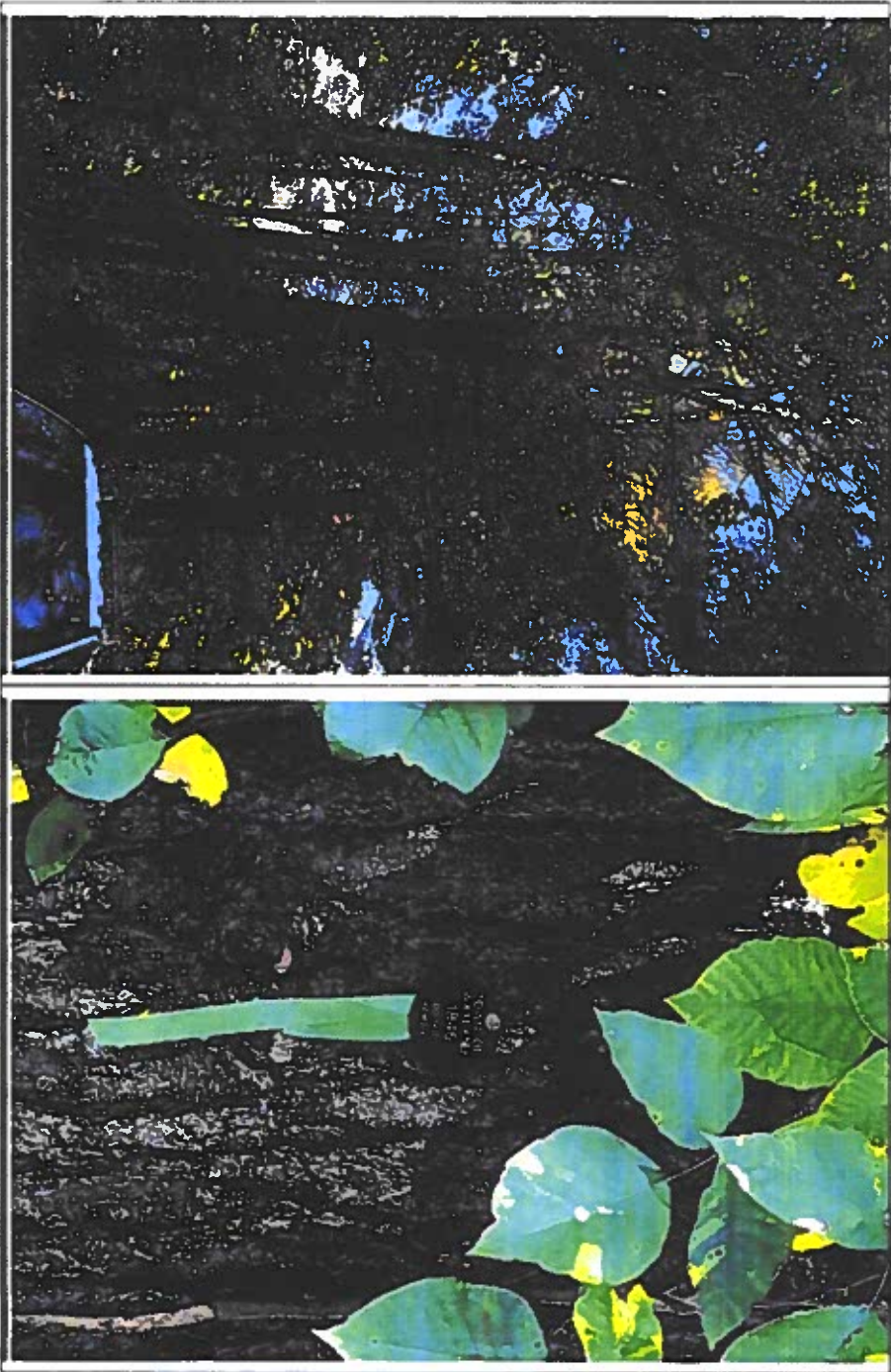
Crown Decay: Dead Wood: Insect Damage: Storm Damage:

Other:

Recommendations: Removal Trim Cable Utility Response DPW No Action

Hearing Results: Recommended action accepted: Denied: Deferred:

Notes:



Tree inspection Form

Tag # 1844 Date requested: Requester Name: Resident

Requester Address: 46 Sears Rd Requester Phone#

Tree Location if different

Tree information: Shade Scenic Diameter 18 Species Pine

Tree Issues: Dead Endangering Species and Age Proximity Basal & Root Decay

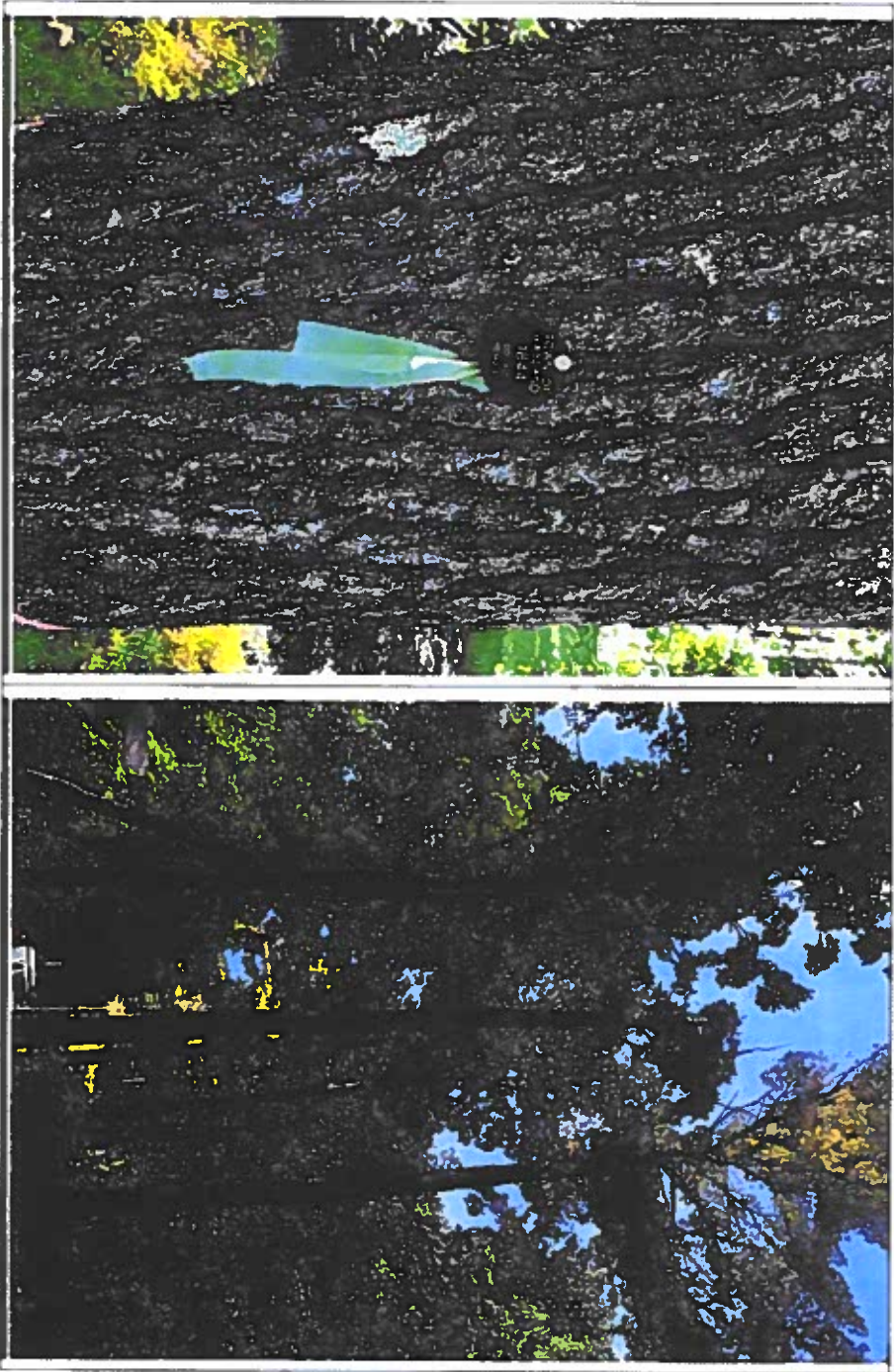
Crown Decay: Dead Wood: Insect Damage: Storm Damage:

Other: top completely off 90% dead

Recommendations: Removal Trim Cable Utility Response DPW No Action

Hearing Results: Recommended action accepted: Denied: Deferred:

Notes:



Tree inspection Form

Tag # 1910 Date requested: Requester Name: Resident

Requester Address: 23 Sears Requester Phone#

Tree Location if different

Tree information: Shade Scenic Diameter 30 Species Pine

Tree issues: Dead Endangering Species and Age Proximity Basal & Root Decay

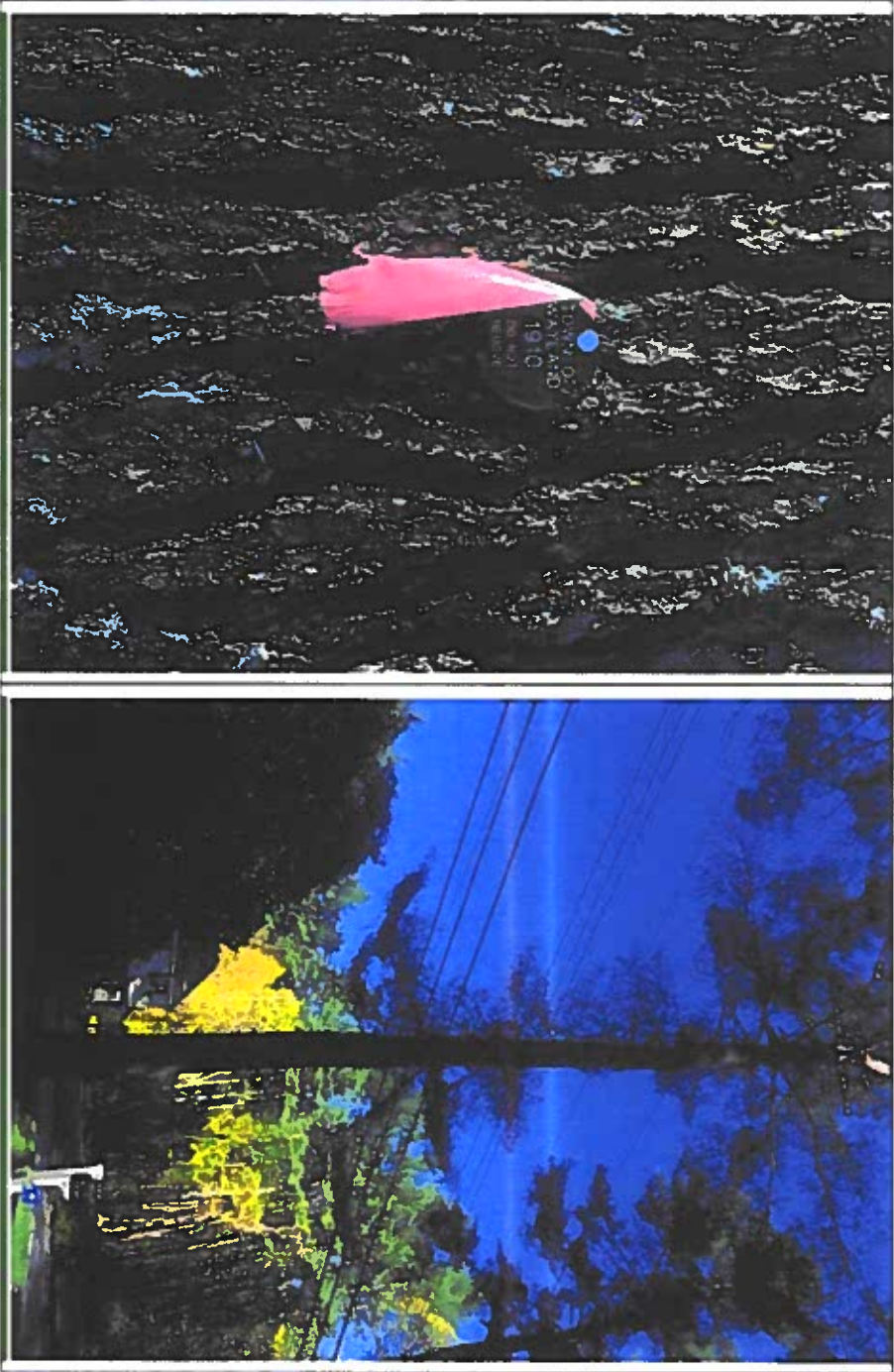
Crown Decay: Dead Wood: Insect Damage: Storm Damage:

Other: Board agreed to accept with planing plan, denied past meeting

Recommendations: Removal Trim Cable Utility Response DPW No Action

Hearing Results: Recommended action accepted: Denied: Deferred:

Notes:



Tree inspection Form

Tag # 1911 Date requested:

Requester Name: Resident

Requester Address: 23 Sears

Requester Phone#

Tree Location if different

Tree information:

Shade

Scenic

Diameter 30

Species Pine

Tree issues:

Dead

Endangering

Species and Age

Proximity

Basal & Root Decay

Crown Decay: Dead Wood: Insect Damage: Storm Damage:

Other: Board agreed to accept with planting plan, denied past meeting

Recommendations:

Removal

Trim

Cable

Utility

Response

DPW

No Action

Hearing Results:

Recommended action accepted:

Denied:

Deferred:

Notes:



Tree inspection Form

Tag # 1912 Date requested: Requester Name: Resident

Requester Address: 23 Sears Requester Phone#

Tree Location if different

Tree information: Shade Scenic Diameter 30 Species Pine

Tree issues: Dead Endangering Species and Age Proximity Basal & Root Decay

Crown Decay: Dead Wood: Insect Damage: Storm Damage:

Other: Board agreed to accept with planting plan, denied past meeting

Recommendations: Removal Trim Cable Utility Response DPW No Action

Hearing Results: Recommended action accepted: Denied: Deferred:

Notes:



Tree inspection Form

Tag # 1843 Date requested: Requester Name: Resident

Requester Address: 61 Three Ponds Requester Phone#

Tree Location if different

Tree information: Shade Scenic Diameter 18 Species Oak

Tree issues: Dead Endangering Species and Age Proximity Basal & Root Decay

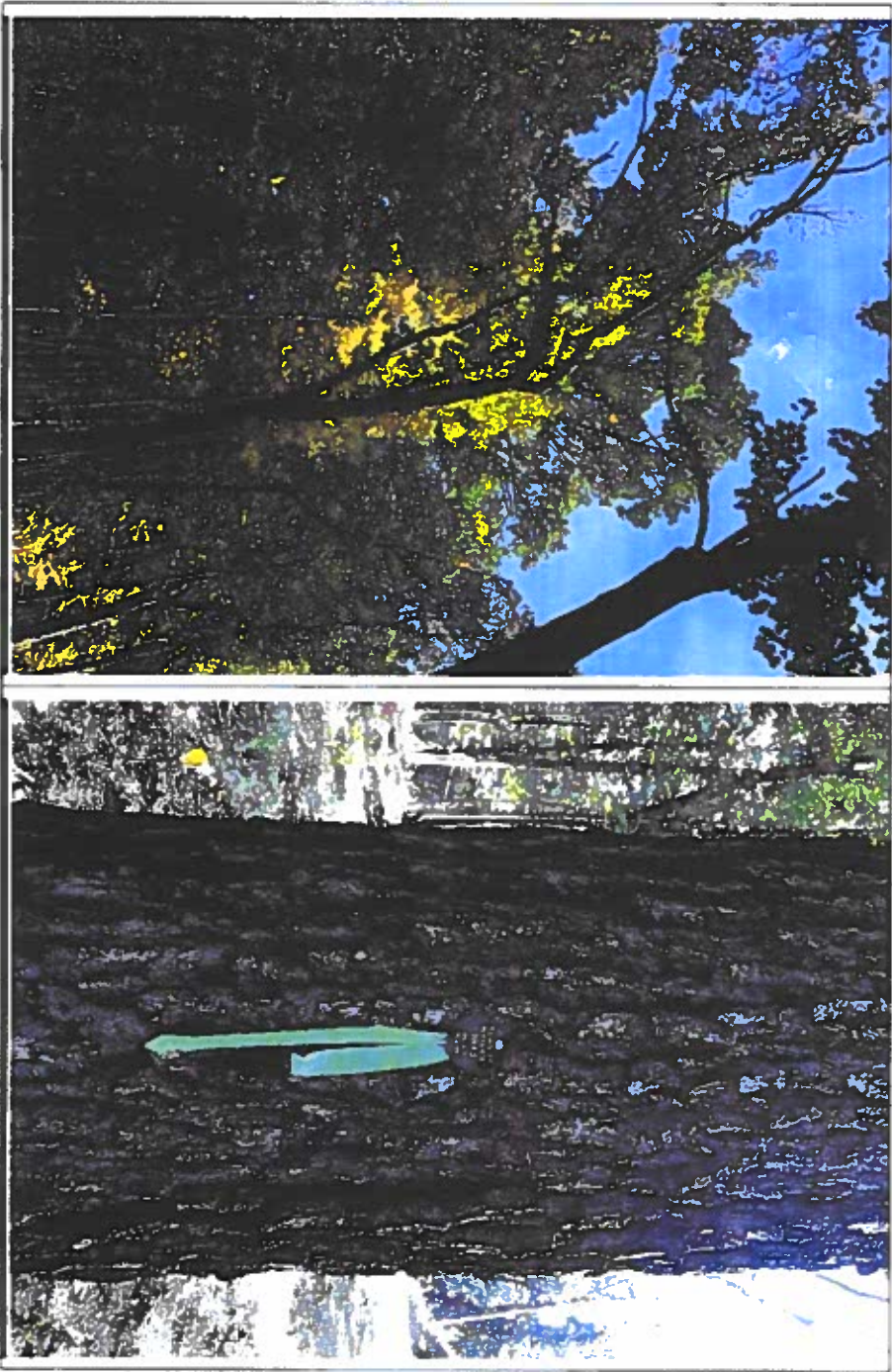
Crown Decay: Dead Wood: Insect Damage: Storm Damage:

Other: 80% dead

Recommendations: Removal Trim Cable Utility Response DPW No Action

Hearing Results: Recommended action accepted: Denied: Deferred:

Notes:



Tree inspection Form

Tag # 1890 Date requested: Requester Name: Resident

Requester Address: 73 East Plain Requester Phone#

Tree Location if different

Tree information: Shade Scenic Diameter 48 Species Maple

Tree issues: Dead Endangering Species and Age Proximity Basal & Root Decay

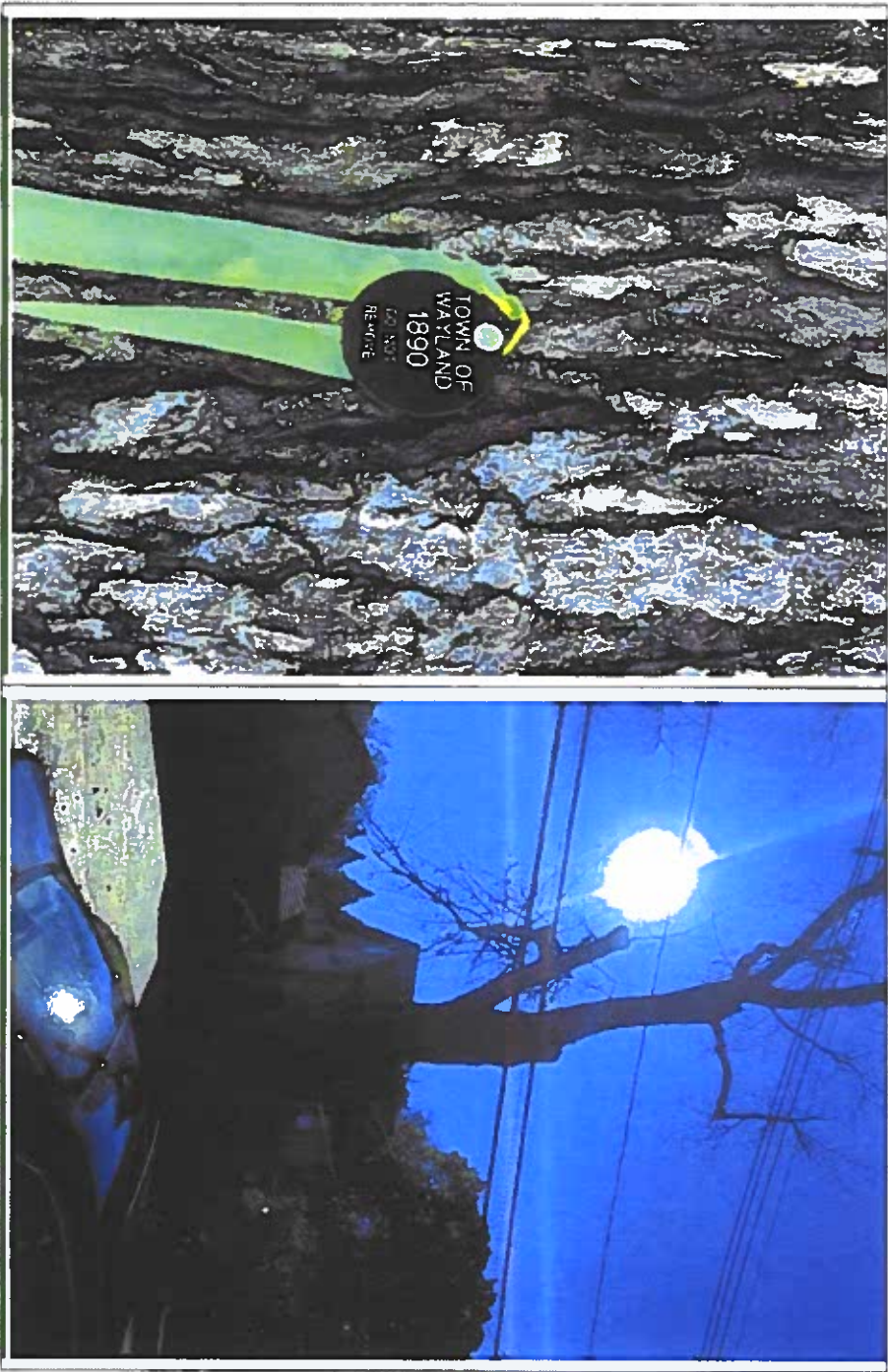
Crown Decay: Dead Wood: Insect Damage: Storm Damage:

Other:

Recommendations: Removal Trim Cable Utility Response DPW No Action

Hearing Results: Recommended action accepted: Denied: Deferred:

Notes:



Tree inspection Form

Tag # 1813 Date requested: Requester Name: Resident

Requester Address: 7 Goodman Requester Phone#

Tree Location if different

Tree information: Shade Scenic Diameter 16 Species Maple

Tree issues: Dead Endangering Species and Age Proximity Basal & Root Decay

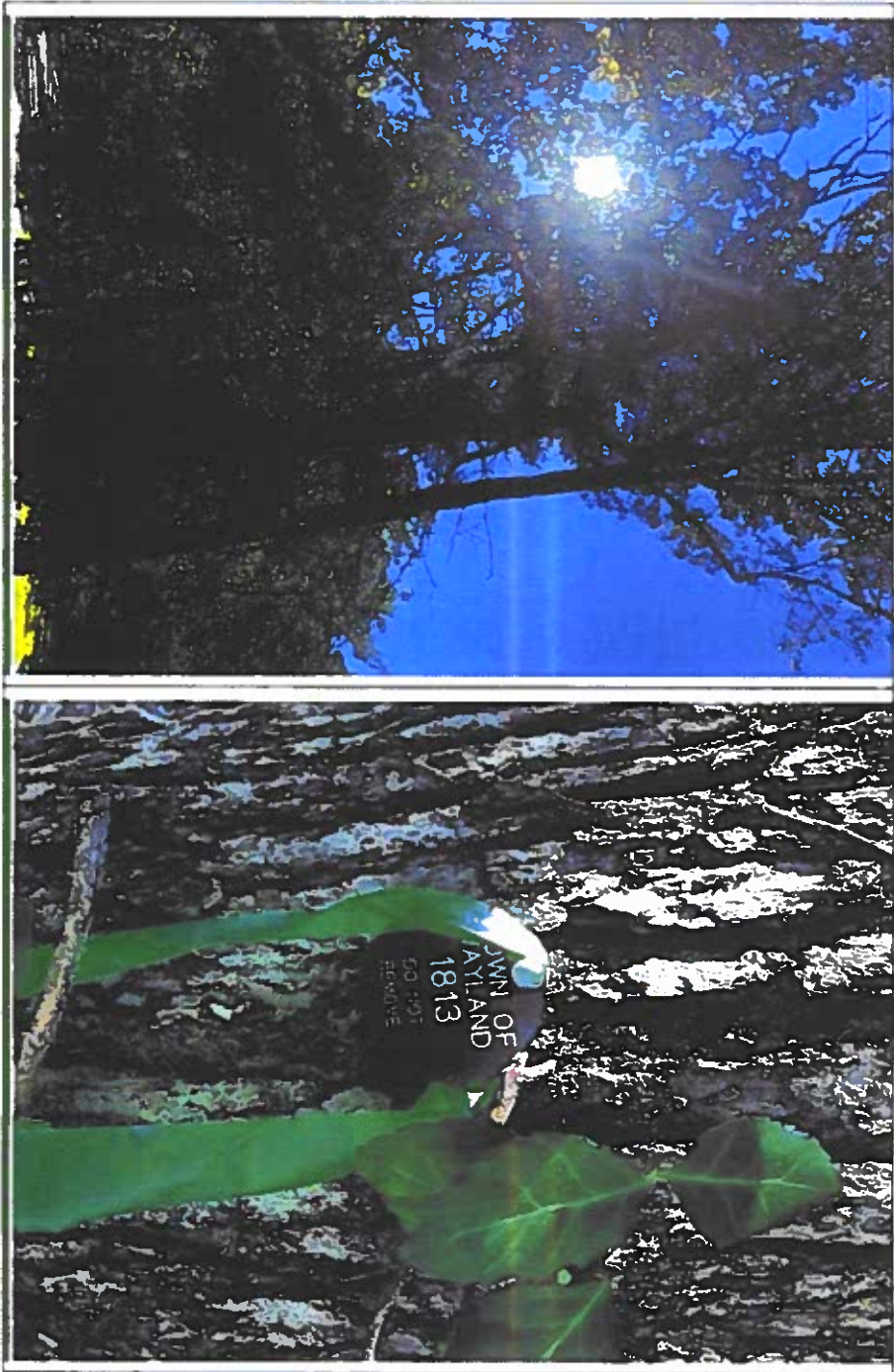
Crown Decay: Dead Wood: Insect Damage: Storm Damage:

Other:

Recommendations: Removal Trim Cable Utility Response DPW/No Action

Hearing Results: Recommended action accepted: Denied: Deferred:

Notes:



Tree inspection Form

Tag # 1836 Date requested: Requester Name: Resident

Requester Address: 157 Loker Requester Phone#

Tree Location if different

Tree information: Shade Scenic Diameter 17 Species Maple

Tree issues: Dead Endangering Species and Age Proximity Basal & Root Decay

Crown Decay: Dead Wood: Insect Damage: Storm Damage:

Other:

Recommendations: Removal Trim Cable Utility Response DPW No Action

Hearing Results: Recommended action accepted: Denied: Deferred:

Notes:



Tree inspection Form

Tag # 1821 Date requested: Requester Name: Resident

Requester Address: 20 Lakeview Rd Requester Phone#

Tree Location if different

Tree information: Shade Scenic Diameter 24 Species Maple

Tree Issues: Dead Endangering Species and Age Proximity Basal & Root Decay

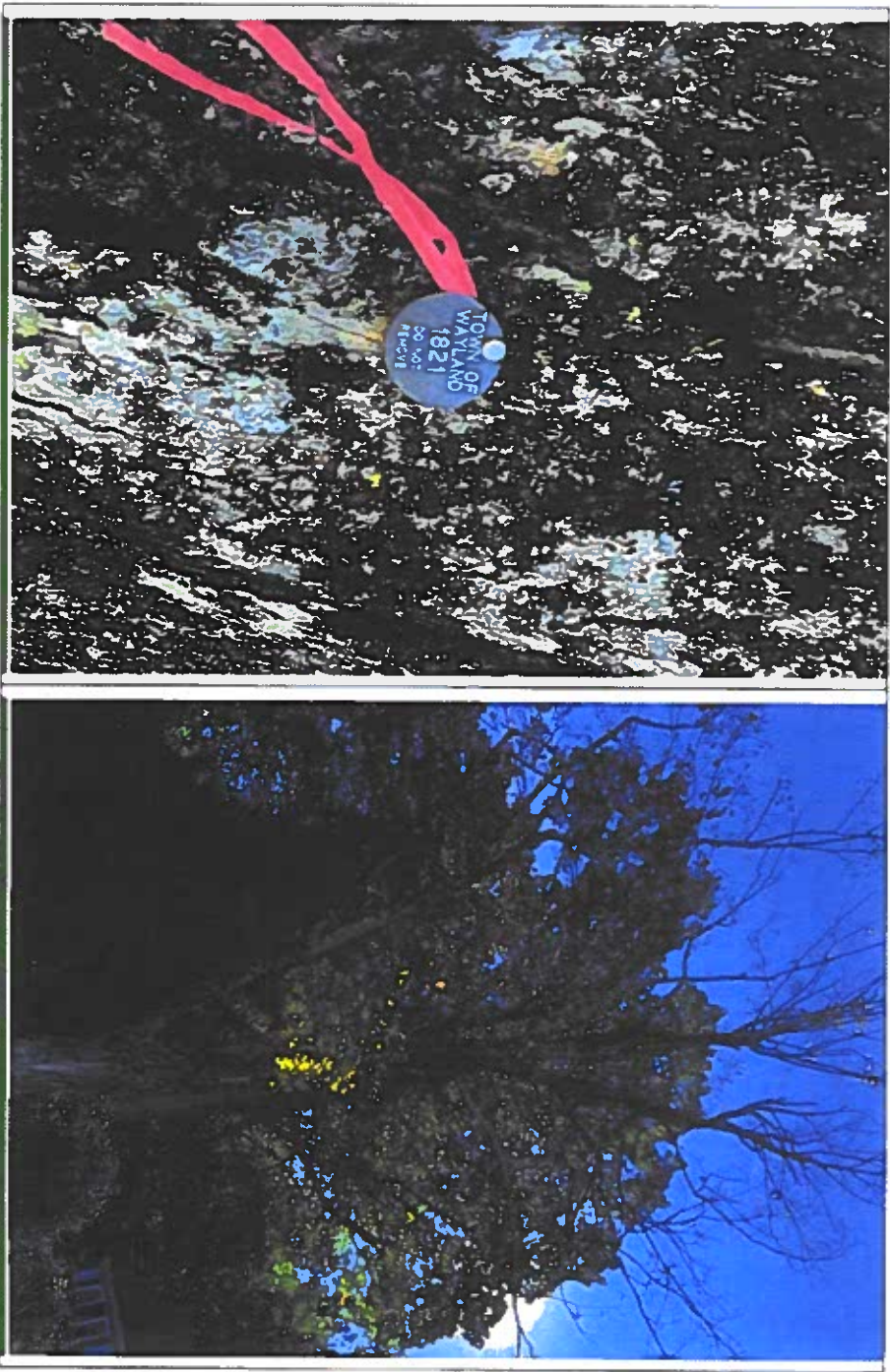
Crown Decay: Dead Wood: Insect Damage: Storm Damage:

Other: 80% dead

Recommendations: Removal Trim Cable Utility Response DPW No Action

Hearing Results: Recommended action accepted: Denied: Deferred:

Notes:



Tree inspection Form

Tag # 1837 Date requested: Requester Name: DPW/Eversource

Requester Address: 35 Concord Requester Phone#

Tree Location if different

Tree information: Shade Scenic Diameter 36 Species Ash

Tree issues: Dead Endangering Species and Age Proximity Basal & Root Decay

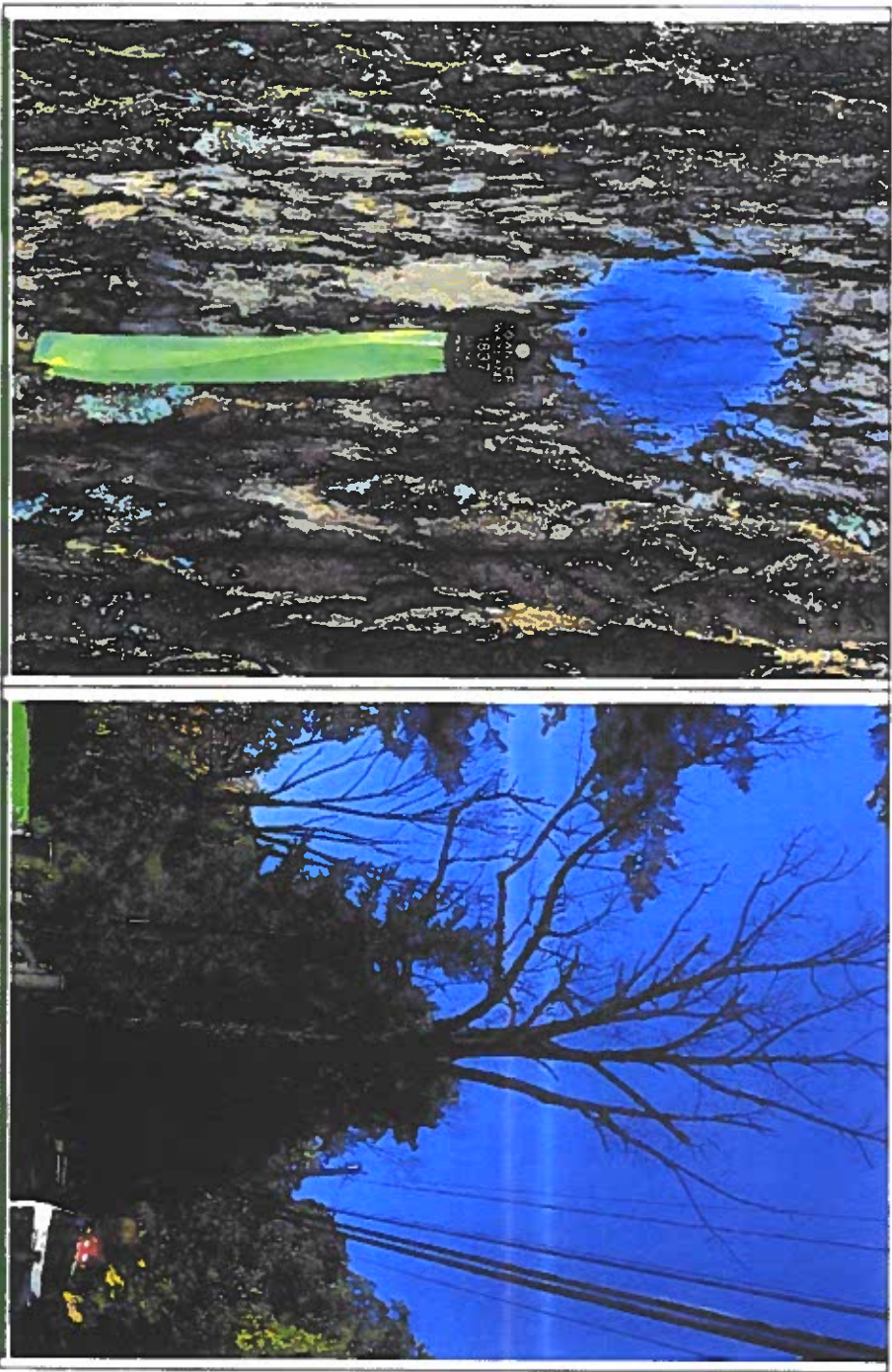
Crown Decay: Dead Wood: Insect Damage: Storm Damage:

Other:

Recommendations: Removal Trim Cable Utility Response DPW No Action

Hearing Results: Recommended action accepted: Denied: Deferred:

Notes:



Tree inspection Form

Tag # 1853 Date requested: Requester Name: Resident

Requester Address: Glen @ Rail trail Requester Phone#

Tree Location if different

Tree information: Shade Scenic Diameter 12 Species Maple

Tree issues: Dead Endangering Species and Age Proximity Basal & Root Decay

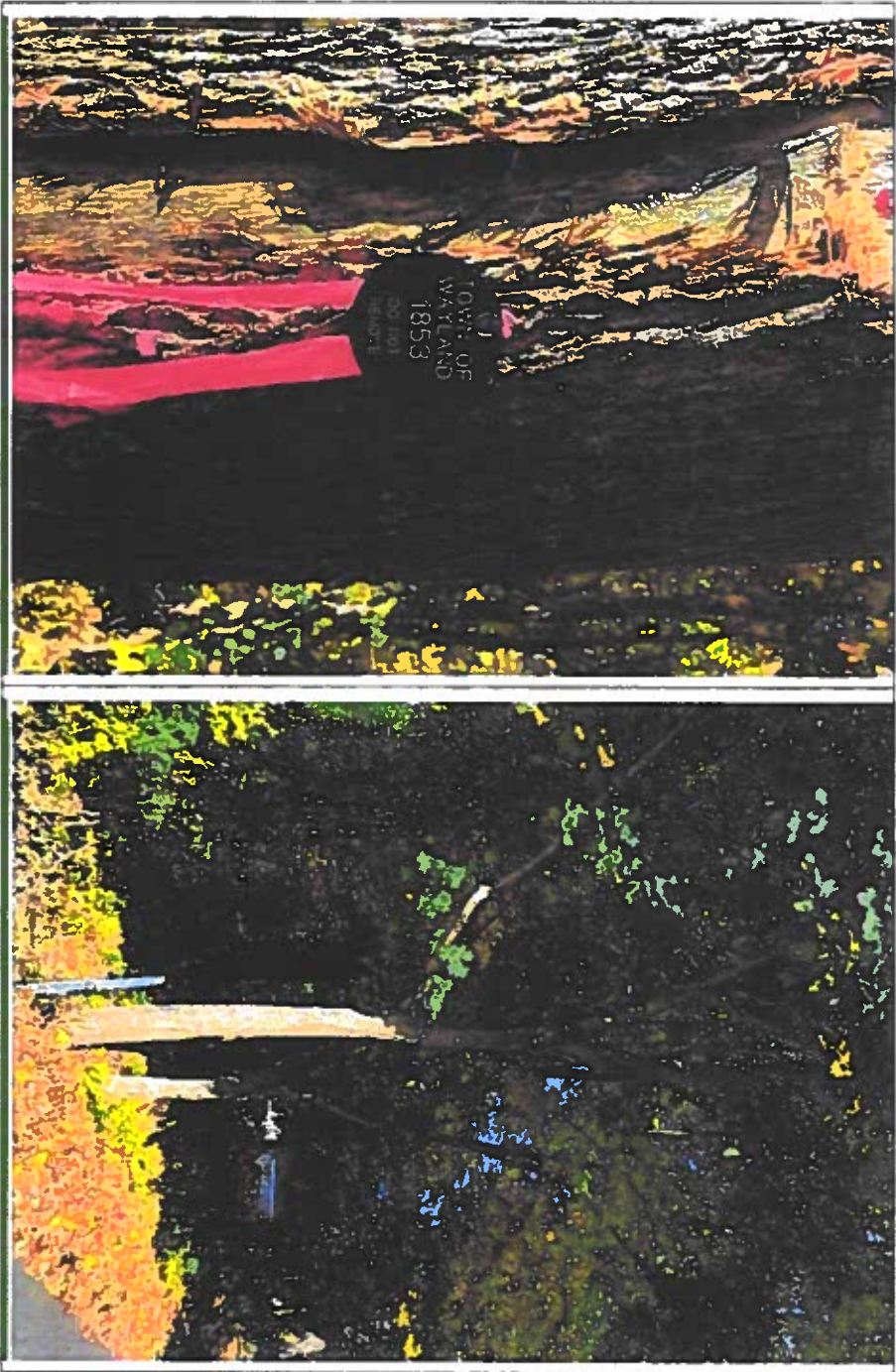
Crown Decay: Dead Wood: Insect Damage: Storm Damage:

Other: site line

Recommendations: Removal Trim Cable Utility Response DPW No Action

Hearing Results: Recommended action accepted: Denied: Deferred:

Notes:



Tree inspection Form

Tag # 1849 Date requested: Requester Name: Resident

Requester Address: Glen @ Rail trail Requester Phone#

Tree Location if different

Tree information: Shade Scenic Diameter 6 Species Maple

Tree issues: Dead Endangering Species and Age Proximity Basal & Root Decay

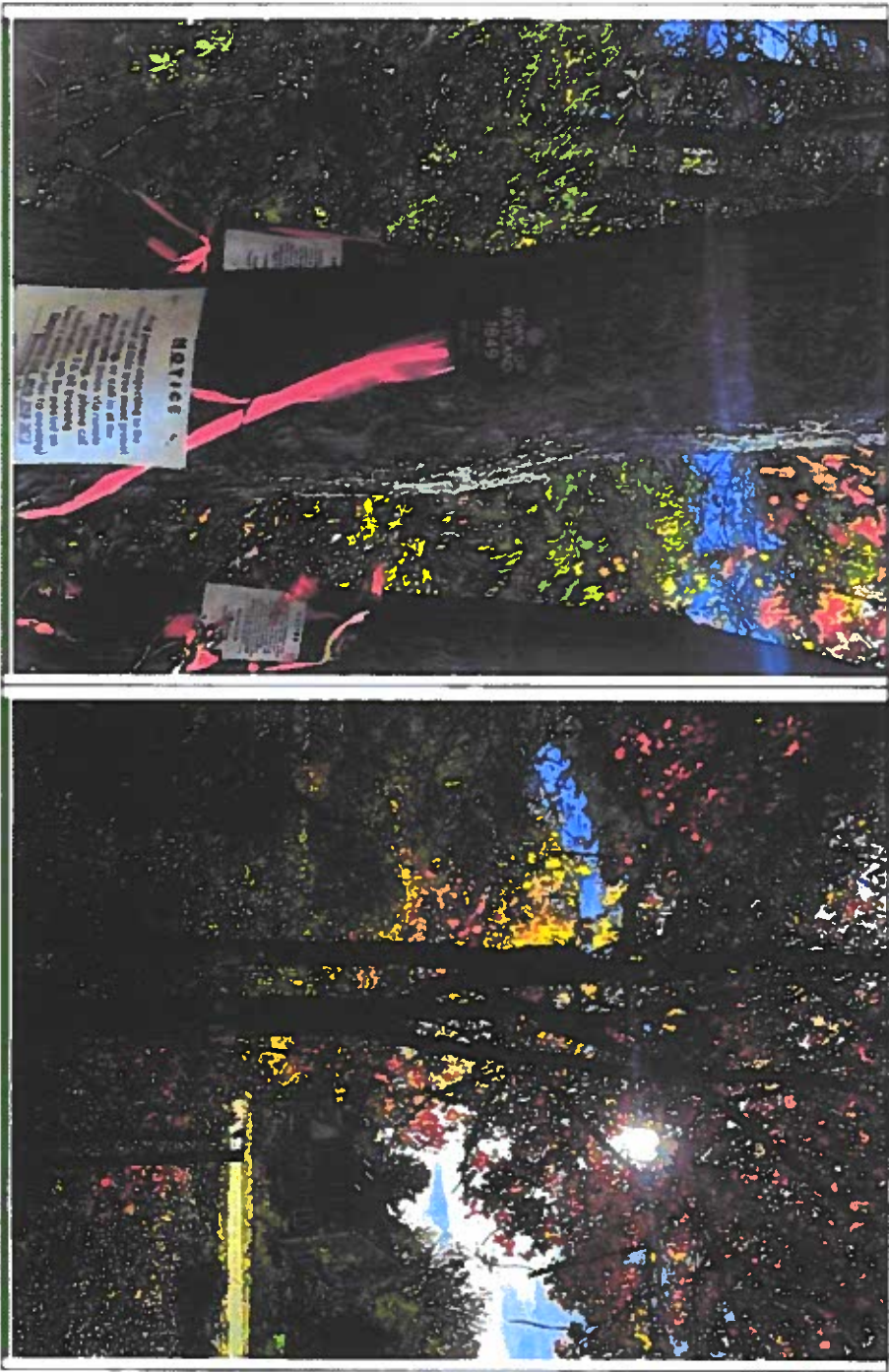
Crown Decay: Dead Wood: Insect Damage: Storm Damage:

Other: site line

Recommendations: Removal Trim Cable Utility Response DPW No Action

Hearing Results: Recommended action accepted: Denied: Deferred:

Notes:



Tree inspection Form

Tag # 1851 Date requested: Requester Name: Resident

Requester Address: Glen @ Rail trail Requester Phone#

Tree Location if different

Tree information: Shade Scenic Diameter 8 Species Maple

Tree issues: Dead Endangering Species and Age Proximity Basal & Root Decay

Crown Decay: Dead Wood: Insect Damage: Storm Damage:

Other: site line

Recommendations: Removal Trim Cable Utility Response DPW No Action

Hearing Results: Recommended action accepted: Denied: Deferred:

Notes:



Tree inspection Form

Tag # 1852 Date requested: Requester Name: Resident

Requester Address: Glen @ Rail trail Requester Phone#

Tree Location if different

Tree information: Shade Scenic Diameter 6 Species Maple

Tree issues: Dead Endangering Species and Age Proximity Basal & Root Decay

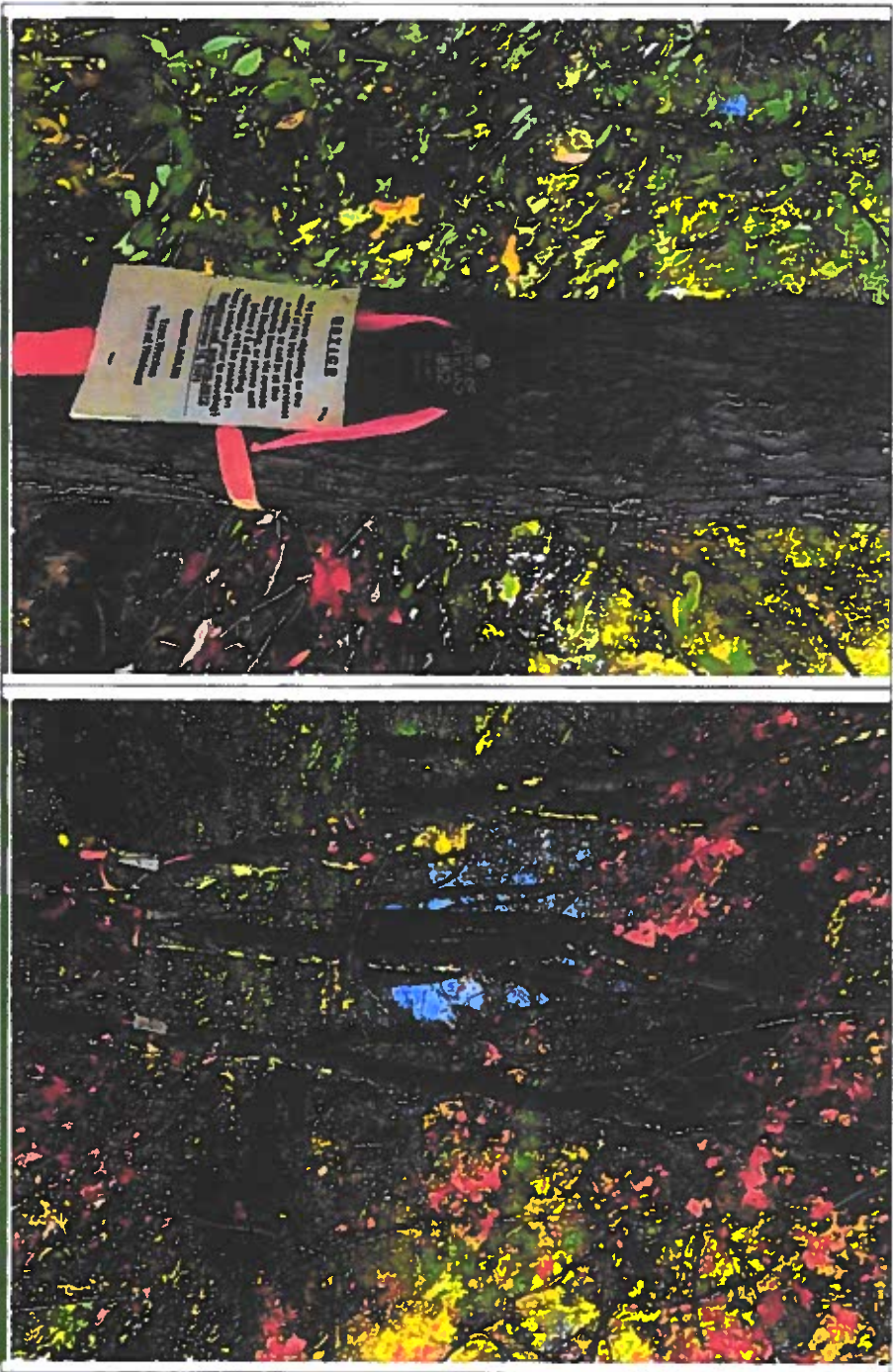
Crown Decay: Dead Wood: Insect Damage: Storm Damage:

Other: site line

Recommendations: Removal Trim Cable Utility Response DPW No Action

Hearing Results: Recommended action accepted: Denied: Deferred:

Notes:



Tree inspection Form

Tag #

1906,1966,1960,1965,1963,1962,1200,1936,1905,1961,1952,1946,1964,1904,1945,1958,
1808,1807,1811,1806,1805,1803,1802

Requester Name: Eversource

Requester Address:

Requester Phone#

Tree Location if different

Tree information:

Shade

Scenic

Diameter see list

Species see list

Tree issues:

Dead

Endangering

Species and Age

Proximity

Basal & Root Decay

Crown Decay: Dead Wood:

Insect Damage: Storm Damage:

Other:

Recommendations:

Removal

Trim

Cable

Utility

Response

DPW No Action

Hearing Results:

Recommended action accepted:

Denied:

Deferred:

Notes:

Replanting has been offered to Town



Tree inspection Form

Tag # 1801 Date requested: Requester Name: Eversource

Requester Address: 3 Meadowview Requester Phone#

Tree Location if different

Tree information: Shade Scenic Diameter 13 Species Pine

Tree issues: Dead Endangering Species and Age Proximity Basal & Root Decay

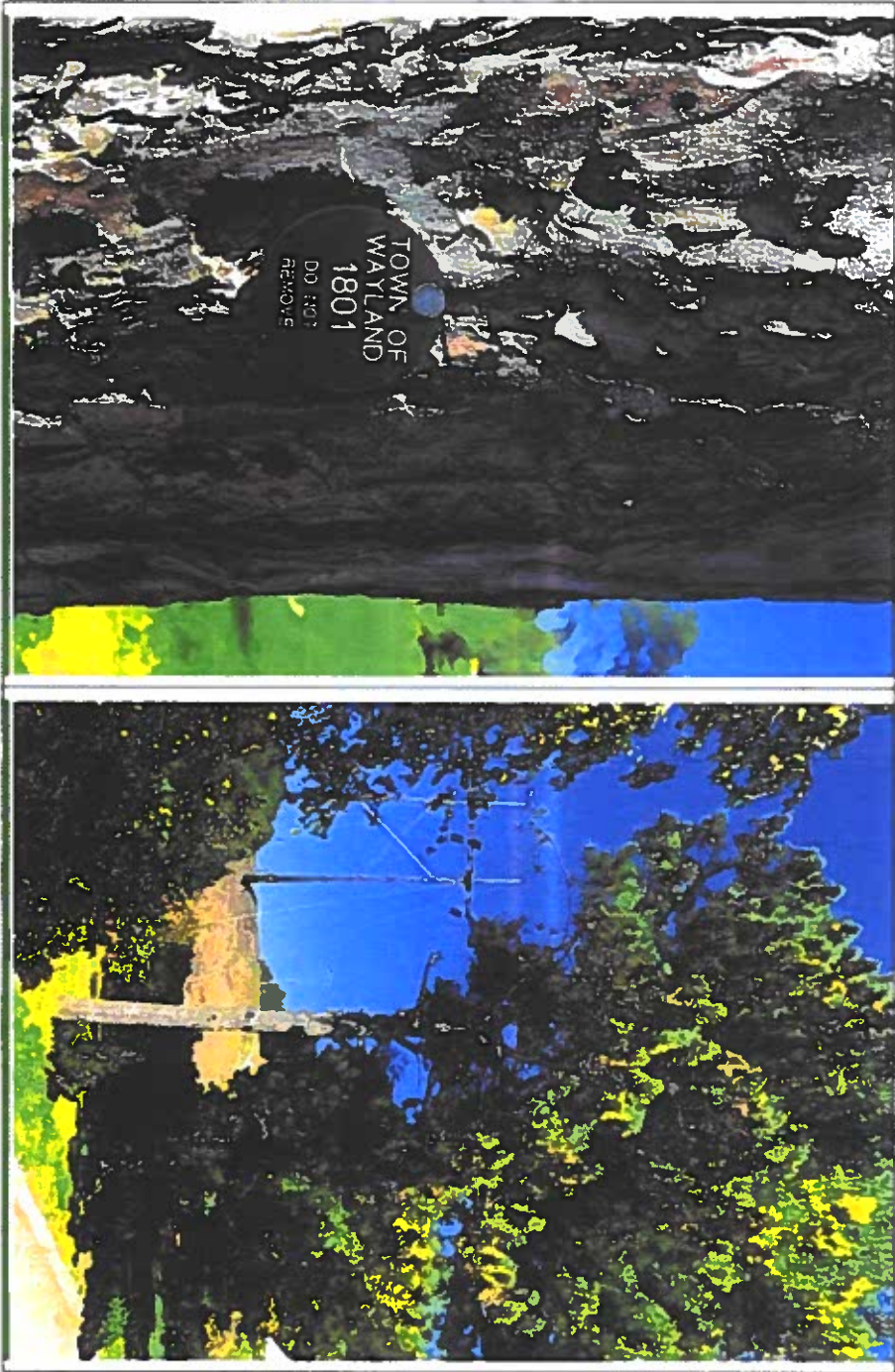
Crown Decay: Dead Wood: Insect Damage: Storm Damage:

Other:

Recommendations: Removal Trim Cable Utility Response DPW No Action

Hearing Results: Recommended action accepted: Denied: Deferred:

Notes:



Tree inspection Form

Tag # 1818 Date requested: Requester Name: Eversource

Requester Address: 3 Meadowview Requester Phone#

Tree Location if different

Tree information: Shade Scenic Diameter 30 Species Pine

Tree issues: Dead Endangering Species and Age Proximity Basal & Root Decay

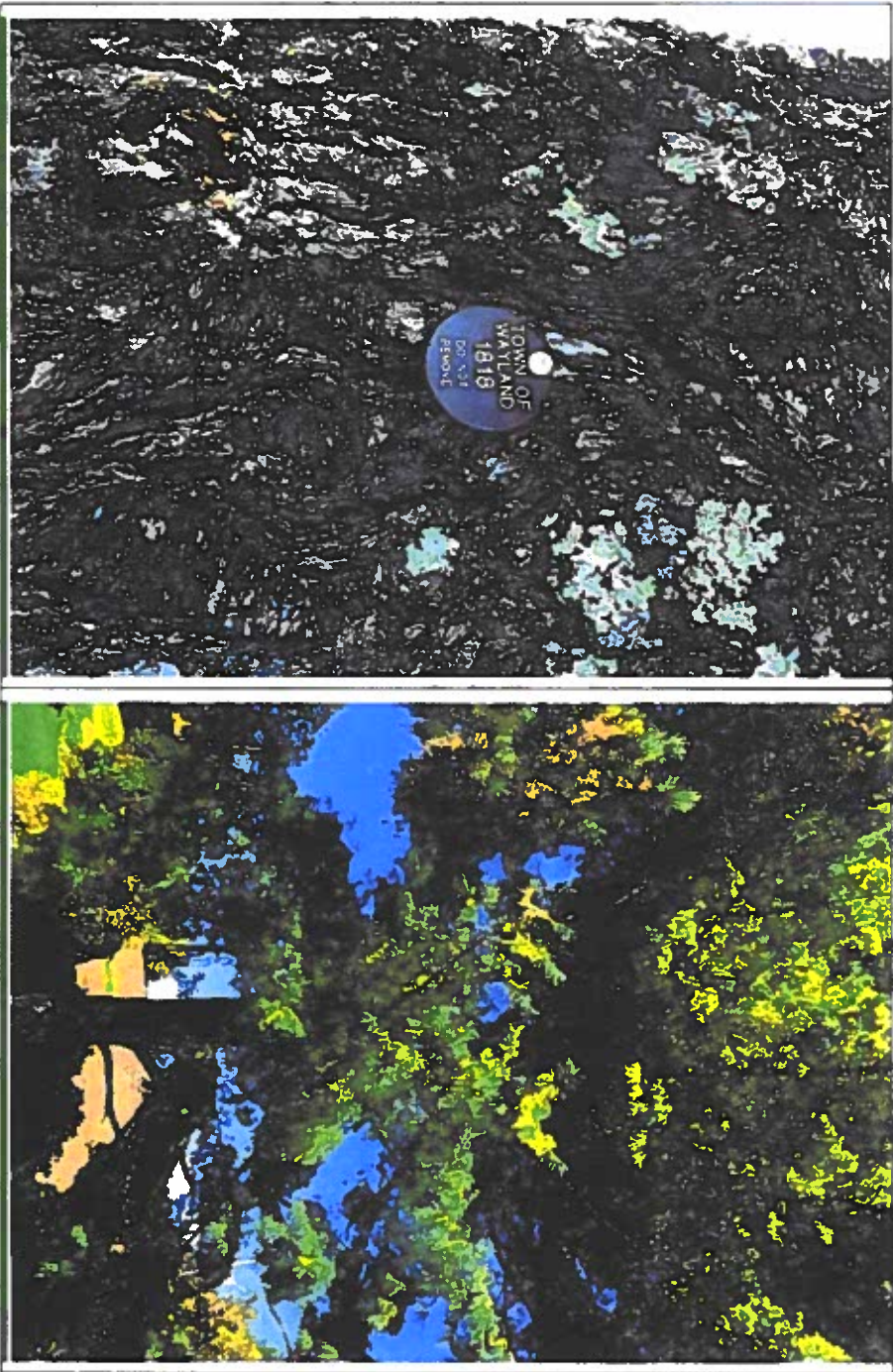
Crown Decay: Dead Wood: Insect Damage: Storm Damage:

Other:

Recommendations: Removal Trim Cable Utility Response DPW No Action

Hearing Results: Recommended action accepted: Denied: Deferred:

Notes:



Tree inspection Form

Tag # 1814 Date requested: Requester Name: Eversource

Requester Address: 22 Oak Hill Requester Phone#

Tree Location if different

Tree information: Shade Scenic Diameter 18 Species Birch

Tree Issues: Dead Endangering Species and Age Proximity Basal & Root Decay

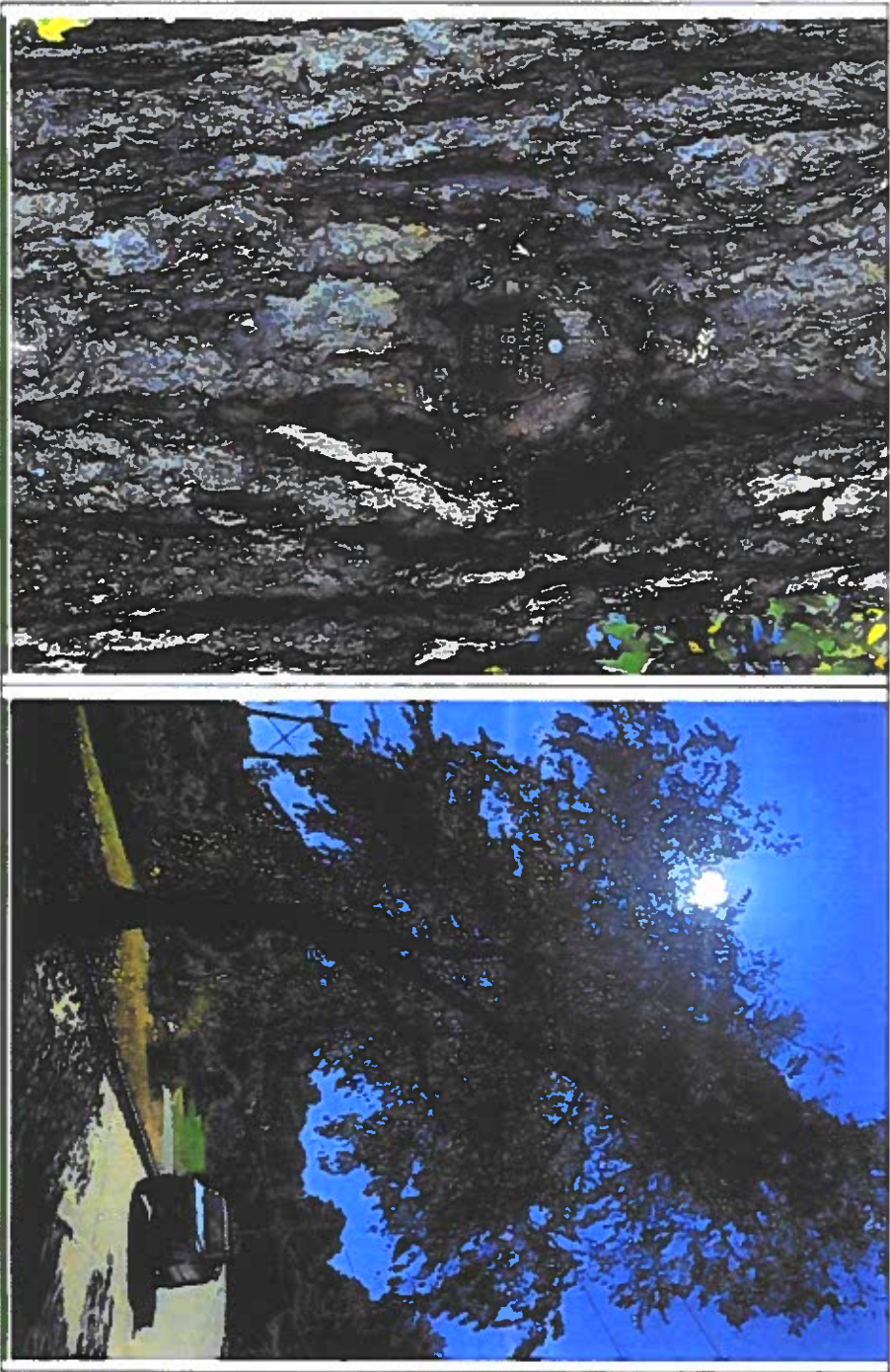
Crown Decay: Dead Wood: Insect Damage: Storm Damage:

Other:

Recommendations: Removal Trim Cable Utility Response DPW No Action

Hearing Results: Recommended action accepted: Denied: Deferred:

Notes:



Tree inspection Form

Tag # 1815,1804,1810,1817,1809 Requester Name: Eversource

Requester Address: Requester Phone#

Tree Location if different

Tree information: Shade Scenic Diameter see list Species see list

Tree issues: Dead Endangering Species and Age Proximity Basal & Root Decay

Crown Decay: Dead Wood: Insect Damage: Storm Damage:

Other:

Recommendations: Removal Trim Cable Utility Response DPW No Action

Hearing Results: Recommended action accepted: Denied: Deferred:

Notes:

Homeowner has agreed to removal



Tree inspection Form

Tag # 1826,1827,1828,1829,1830,1831,1832,1833,1834,1835 Requester Name: Eversource

Requester Address: @14 Meadowview Requester Phone#

Tree Location if different

Tree information: Shade Scenic Diameter see list Species see list

Tree issues: Dead Endangering Species and Age Proximity Basal & Root Decay

Crown Decay: Dead Wood: Insect Damage: Storm Damage:

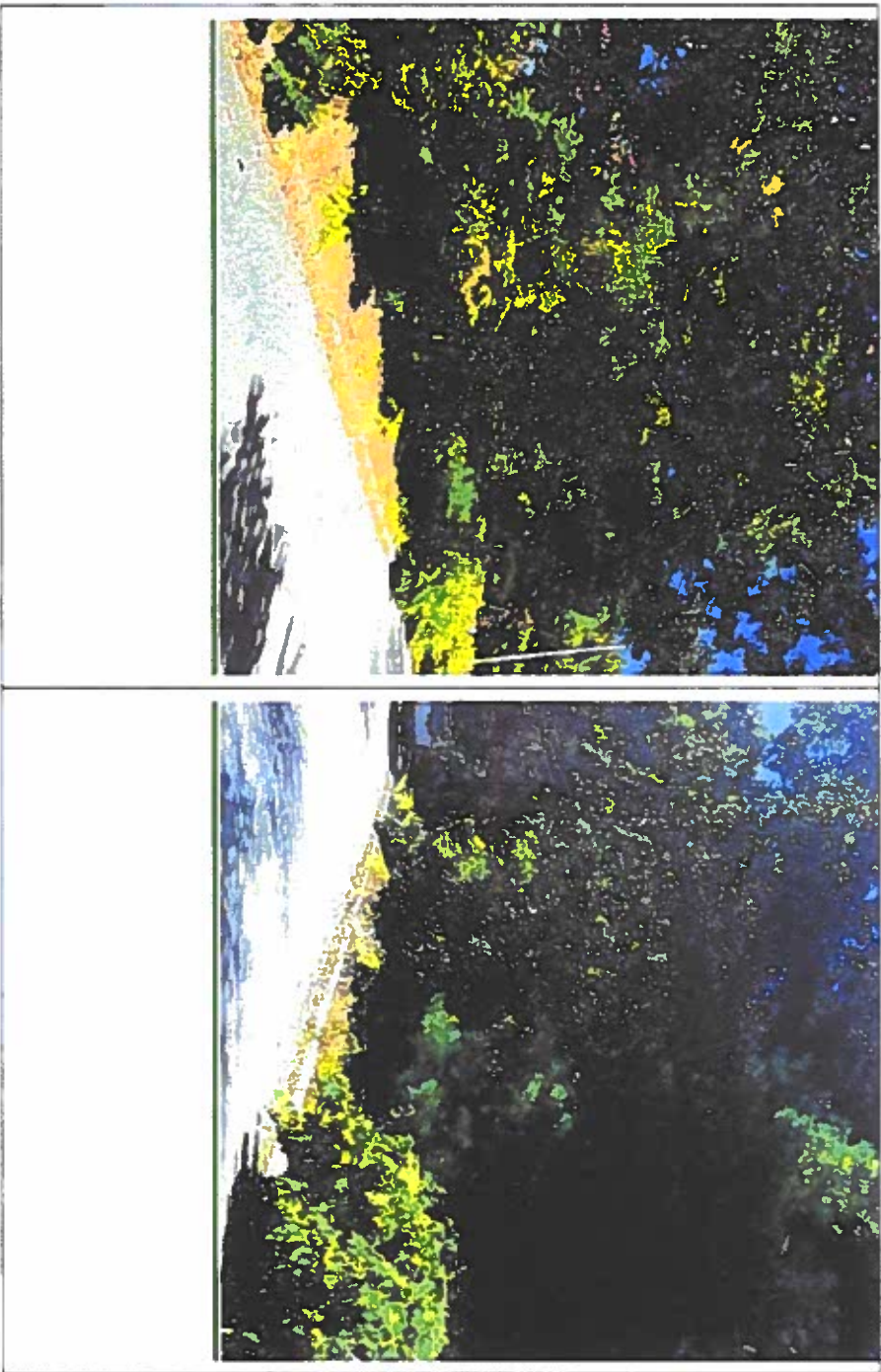
Other:

Recommendations: Removal Trim Cable Utility Response DPW No Action

Hearing Results: Recommended action accepted: Denied: Deferred:

Notes:

Replanting recommended of more manageable species



BOPW Meeting 11/16/2021

Director's Operational Report

DPW Director's Report
November 16, 2021

Director's Project Update

(Director to Provide Update at Meeting)

- MWRA Study Update
- PFAS Update

Engineering Division

GIS Coordinator:

- GIS Building/Outbuilding Research (GIS & Assessor's Office)
- State Precinct Re-districting Data Collection/Maps/Meetings with Town Clerk & Town Administrator
- Land Area Map (Residential properties between 5-8 Acres) for Town Planner
- Level 3 Parcels Updates (Barber Way Parcels, Land Areas)
- MASSIT Ortho Imagery Downloads for Stereo Imagery
- Assessor Zoning & Parcel Mismatches Review
- Speed Bump Data Collection

Town Surveyor:

- Locating Trees for DPW
- Create Pickle Ball courts layout at Middle School
- Determine Public Vs. Private Road limits on Lakeshore Drive
- Drainage research for Beech Road and Bradford Street issues
- Provide plans to surveyors/engineers/residents/other departments
- Improved data in searchable plans database
- GPS locating bounds around Town

Water Division

Treatment:

- Performed monthly calibrations on all chemical pumps (stations and plant)
- Performed monthly Treatment Plant and Station Maintenance.
- Calibrated and performed maintenance on Ozone and Chlorine Analyzers
- Routine Monthly Water Sampling
- Monthly PFAS sampling completed
- Second Koch Membrane shipment has been delayed due to material shortage used in the manufacture of the Cartridges. Original ship date was October 4th, waiting on a new ship date from Koch.

Distribution:

- Completed daily work orders and dig safe requests
- Meter Reading
- Distribution staff has been mostly assisting with PFAS and Treatment related activities
- 6" Main line Gate valve replaced at the intersection of Goodman and Rice Spring Lane.
- Repaired water main break on Hickory Hill Road
- Inspect 3 homeowner leak repairs
- Completed Annual Fall Hydrant Flushing Program

Highway & Park Division

- Roadway painting complete
- 9 Burial interments
- Winterize all irrigation systems
- Repaired Claypit Hill Field # 9
- Top dressed Town Hall, Alpine and Claypit Hill Fields
- Started leave removal
- Planted new trees at 25 Orchard
- Cleaned up fallen trees from October 29th & 30th storm
- Assisted with setup/take down of Town Meeting
- Install/Paint Pickle ball courts at Middle School driveway
- Sherman Bridge repairs along with Sudbury DPW
- Assist Water Division with water break Hickory Hill Road

Transfer Station

- Sticker sales underway, currently 1784 sold
- Prepared leaf drop-off area
- Winter preparations
- Mattress & Tires picked-up
- Assist with Compactor Specifications and Advertisement

BOPW Meeting 11/16/2021

Water Liens



DEPARTMENT OF PUBLIC WORKS
TOWN OF WAYLAND

*Entrusted To
Manage The
Public
Infrastructure*

Thomas M. Holder
Director

Joseph Doucette
Superintendent

Don Millette
Superintendent

Paul Brinkman
Town Engineer

November 10, 2021

Board of Assessors
Wayland Assessors Office
41 Cochituate Road
Wayland, MA 01778

RE: Water Accounts – Lien Recommendation

Dear Board of Assessors:

I, Thomas Holder, Director of the Department of Public Works, in conjunction with the Board of Public Works for the Town of Wayland, hereby certify that the attached listing of 140 delinquent water accounts should be liened, via the Town Assessor and his Board, to the fiscal 2022 Real Estate tax bills in accordance with MGL Chapter 40, Section 58. The properties involved have been issued an intent to lien in a letter and have not responded. The attached listing of delinquent accounts is in the total amount of \$129,161.03 which includes \$115,781.68 in taxes and \$13,379.35 in interest.

Respectfully submitted,

Thomas Holder | Director
Department of Public Works

Clifford Lewis | Chair
Board of Public Works

ECopy: Board of Public Works

HIGHWAY - WATER - PARKS - CEMETERIES - TRANSFER STATION - ENGINEERING

DPW FACILITY | 66 RIVER ROAD | WAYLAND, MASSACHUSETTS 01778 | TEL 508.358.3672

BOPW Meeting 11/16/2021

**Transfer Station Operational Budgeting
Plan incorporating Recycle Revenue**

BOPW Meeting 11/16/2021

Field Maintenance Initiative

Memorandum of Understanding Among
Wayland School Committee, Wayland Recreation Commission and Wayland Board of Public Works

July 12, 2016

This Inter-Board Memorandum of Understanding ("MOU") is entered into by the Wayland School Committee (hereinafter SC), the Wayland Recreation Commission (hereinafter RC) and the Wayland Board of Public Works (hereinafter BOPW), collectively referred to as the "Parties".

Whereas, pursuant to Section 4(d) of Chapter 347 of the Acts of 2008 (the "Act"), in consultation with the RC, the BOPW shall annually establish a plan for the periodic maintenance, repair and improvement of all town-owned land on which programs, events and activities are conducted or coordinated by the Recreation Department and the BOPW shall be responsible for carrying out the plan;

Whereas, pursuant to Section 8(b) the Act, the RC is authorized to conduct recreation programs and activities on land or in facilities or buildings owned, leased or held by the Town for park, playground or recreation purposes and, with the approval of the SC, for school purposes;

Whereas, the Boards and Committees wish to cooperate on the design, construction, maintenance and funding of School and Town recreational facilities, this "Understanding" sets forth a process whereby such projects to include design, construction, and ongoing maintenance of recreational facilities will be identified, funded, approved, designed, constructed and maintained; and

Whereas, this MOU is intended to best serve the needs of the Town of Wayland, the Parties recognize that document should be reviewed annually by staff with recommendations for updates forwarded to the Parties.

NOW, THEREFORE, the Parties agree as follows:

Term and Termination

1. The MOU shall be in effect for the town's fiscal year.
2. Because the initial period is a mid-year agreement; the FY 17 budget may not fully support all projects brought forth under the initial year of this agreement.
3. The MOU will continue in effect from year to year unless any of the Parties choose to withdraw or amend.

Identification and Prioritization of New Projects

1. The Recreation Director, Public Buildings Director, DPW Director and a School representative designated by the School Superintendent (hereinafter the "Team"), will develop plans for projects that will be implemented that Fiscal Year. The Team will also begin compiling a list of projects for the following Fiscal Year. The lists of projects,

- regardless of costs, will be presented in an agreed upon priority order to the boards with an approximate timeline for design and construction. Projects unrelated to the schools may not necessitate the participation of a School representative in planning the project.
2. The Parties will consider the list of proposed projects for the following Fiscal Year, and in collaboration with staff, decide which to include in their budgets, and which must come before Town Meeting.
 3. The Finance Director shall provide the Team with assistance and support on matters related to funding and financing projects.
 4. Projects may include but not be limited to the development, repair, reconstruction or maintenance of recreational playing fields, playgrounds, beach facilities or small buildings such as restrooms and storage sheds that are auxiliary to existing facilities, along with associated landscaping, paved surfaces and amenities.
 5. The combined project list will be approved by the SC, RC and BOPW and then forwarded to the Finance Committee (FC) for information and future funding discussions.
 6. The project list will be updated quarterly by the Team. An updated status shall be prepared by the Recreation Director and provided to the three governing bodies.
 7. The Team will provide the Parties with a "Project List Form" which identifies pertinent information related to the project. The Team shall also prioritize the order in which projects will be addressed.

Project Design

1. **REQUESTS:** Requests from the SC for recreational project designs on School property will be generated upon a vote of the SC and forwarded to the RC. Working through the Recreation Director and the designated School representative, the RC will initiate the process to develop design plans for projects.
2. **FUNDING:** If budgeted and previously approved, design costs may be funded from a SC's special revenue fund, the SC's capital budget or the RC's capital budget. Expected capital projects will normally be included in the 5-year capital plan prepared by the RC and presented annually to the FC.
3. **DESIGN RFP:** Working with the Town Procurement Officer the Team will be responsible for developing an RFP for a project design. Should an RFP not be required for design work, the Team will develop the scope of work on which bids will be sought.
4. **DESIGN SCOPE OF WORK:** The Scope of Work will include development of a project design, construction specifications and post-construction maintenance requirements.
5. **AWARD OF CONTRACT:** Upon receipt of proposals, a Selection Committee designated by the School Superintendent or Town Administrator as required by the funding source which will recommend a design contractor to the appropriate contracting authority. The Selection Committee may include members of the Team.
6. **MANAGEMENT OF DESIGN CONTRACT:** The Recreation Director, in consultation with the DPW Director or their designee, will manage the design contract and meet at regular intervals with the Team as the contract is fulfilled.
7. **MAINTENANCE:** Project design plans will be reviewed by the BOPW and will include a maintenance plan approved by the DPW Director which includes a schedule of maintenance

activities and annual labor and materials maintenance costs prior to presentation to the SC and RC.

8. APPROVAL OF PROJECT DESIGNS: The RC, SC and/or BoPW as appropriate shall vote its approval of the design and for the project to proceed.
9. PROJECT SUMMARY AGREEMENT: Each project shall have a Project Summary Agreement approved by the RC and the land owner for the property for which the project is targeted. The Project Summary Agreement shall include but not necessarily be limited to the following: a funding source, a site plan, a timeline for design, and a timeline for construction. The inclusion of any additional terms shall be the responsibility of the board which is the land owner of record.

Construction

1. Upon approval of project designs, the project will be placed under the supervision of the DPW Director for recreational and field projects or Public Buildings Director for structural projects for the construction phase.
2. In conjunction with the Town's Procurement Officer, the project will be advertised, bid and awarded under normal procurement procedures within the appropriate public bidding laws.
3. Upon the project's award by the Town Administrator or the SC, the construction project will be assigned to the DPW Director or Public Buildings Director for construction management oversight.
4. Upon completion, the completed facility will be assigned to the DPW or Facilities for regularly scheduled upkeep and maintenance.
5. The DPW Director or Public Buildings Director shall build the estimated maintenance costs into the department's next operating budget for presentation to the FC.
6. At the completion of the project, the SC has custody and care over recreational facilities and structures on its property. Upon completion of project, the RC has custody and care over recreational facilities and structures on its property.

Routine Maintenance and Repair of Recreational Facilities - DPW

1. Under the direction of the DPW Director, the appropriate DPW Superintendent will annually prepare and amend, as necessary, a maintenance schedule, program and budget for all new recreation facilities owned by the RC and SC. Recreational facilities shall include playgrounds and playground equipment.
2. The maintenance program and schedule will be detailed and recommend the maintenance activities including but not limited to waste disposal, inspection of each facility, mowing of each field, and repair and replacement of small equipment at each facility to include maintenance of the town beach, parks and playgrounds. For athletic fields which are not stadiums, maintenance shall include but not be limited to line painting, backstops, benches, fences and routine maintenance activities. The maintenance program will also identify and include any tools and equipment or outside contracting required to perform the work.
3. The appropriate DPW Superintendent will manage the maintenance program and schedule utilizing either Town employees or contractors.

4. The appropriate DPW Superintendent will develop and present for approval annually to the Board of Public Works, a comprehensive budget for the maintenance programs set forth in items 1-3 above, addressing in detail each required activity. The annual budget will be presented for review and comment as to its adequacy to the RC and SC prior to presentation to the FC.
5. Requests for repairs or maintenance to recreational facilities from the public or user communities shall be directed to the Recreation Director who will coordinate maintenance requests with the DPW Director or DPW Superintendent. The Recreation Director will coordinate and communicate the appropriate response.
6. For existing recreational facilities, the DPW Director or DPW Superintendent shall develop a maintenance schedule, maintenance program and maintenance budget. Said maintenance budget shall be presented to the FC as part of the FY 18 budget process.

Routine Maintenance and Repair of Recreational Structures – School Building Facilities

1. The Public Buildings Director will annually prepare and amend, as necessary, a maintenance schedule, program and budget for all new recreation structures for consideration for the SC's annual operating budget.
2. The maintenance program and schedule will be detailed and recommend the maintenance activities including but not limited to waste disposal, inspection of each structure, maintenance of auxiliary buildings. For athletic fields which are stadiums, maintenance shall include backstops, benches, fences and routine maintenance activities. The maintenance program will also identify and include any tools, equipment or outside contracting required to perform the work.
3. The Public Buildings Director will manage the maintenance program and schedule utilizing either Town employees or contractors.
4. The Public Buildings Director will develop and present for approval annually a comprehensive budget for the maintenance programs set forth in items 1-3 above, addressing in detail each required activity. The annual budget will be presented for review and comment as to its adequacy to the RC and SC prior to presentation to the FC.
5. Requests for repairs or maintenance to recreational structures from the public or user communities shall be directed to the Recreation Director who will coordinate maintenance requests with the Public Buildings Director. The Recreation Director will coordinate and communicate the appropriate response.
6. For existing recreational facilities, the Public Buildings Director shall develop a maintenance schedule, maintenance program and maintenance budget. Said maintenance budget shall be presented to the FC as part of the FY 18 budget process.

Donations

1. When a donation is being proposed for a facility under the auspices of the Team and is being presented to either the SC or RC for their consideration, such donation shall be accompanied by an annual maintenance plan prepared by either the DPW Director or Public Buildings Director.
2. Said annual maintenance plan shall be detailed and recommend all foreseen maintenance

requirements necessitated to keep the donation in proper operating condition.

3. The SC or RC must take into account the annual maintenance plan and associated costs when considering the donation.

4. When applicable, donations including the maintenance plan will be presented to School Committee or the Board of Selectmen as part of its deliberation in considering the acceptance of donations as required under M.G.L. Chapter 44, Section 53A.

Permitting, Compliance, and Reporting

1. The custodial board shall be responsible for obtaining all necessary permits and Conservation orders of condition or determinations of applicability.

2. The custodial board shall be responsible for all necessary compliance and reporting required by Conservation or permitting agencies.

For the Board of Public Works:

For the Recreation Committee:

Executed this _____ day of August, 2016 Executed this _____ day of August, 2016

Prescott W. Baston Jr.

Asa B. Foster

Christopher I. Brown

Frank Krasin

Michael Lowery

Anna Meiones

Jonathan I. Mishara

Heidi S. Seaborg

Michael Wegerbauer

Thurston Wright, III

For the School Committee:

Executed this _____ day of August, 2016

Jeanne Downs

Barbara J. Fletcher

Ellen M. Grieco

Kimberly Sklar Reichelt

Kathleen Steinberg

BOPW Meeting 11/16/2021

Kleinfelder Update and Discussion

BOPW Meeting 11/16/2021

PFAS Project Update

BOPW Meeting 11/16/2021

FY23 Operational Budgets



DRAFT

Updated 11/8/2021



PARK & CEMETERIES PROPOSED FY23 BUDGET DRAFT

Updated 11/8/2021



TOWN OF WAYLAND

TRANSFER STATION PROPOSED FY23 BUDGET DRAFT

ACCT #	FY19 BUDGET	FY19 ACTUALS	FY20 BUDGET	FY20 ACTUALS	FY21 BUDGET	FY21 ACTUALS	FY22 Ent. Fund		23-22 CHG	% Change	Proposed FY23		DESCRIPTION OF FY23 CHANGE
							BUDGET	BUDGET			BUDGET		
64494001	51001 Salaries	\$ 139,741	\$ 119,566	\$ 143,000	\$ 141,117	\$ 144,300	\$ 145,357	\$ 160,000	\$ 5,000	3.13%	\$ 165,000	Steps and 2.5% COLA	
64494001	51001 FY23 Addition: 16hrs shared hire with Fleet							\$ 22,932	\$ 22,932	0.00%	\$ 22,932	Steps and 2.5% COLA	
64494001	51004 Seasonal	\$ 16,000	\$ 16,735	\$ 16,000	\$ 22,496	\$ 25,000	\$ 15,674	\$ 25,000	-	0.00%	\$ 25,000	No Change	
64494001	51007 Clothing	\$ -	\$ -	\$ 1,750	\$ -	\$ 2,100	\$ -	\$ 2,500	-	0.00%	\$ 2,500	Contractual requirement	
64494001	51140 Overtime	\$ 6,000	\$ 12,101	\$ 9,000	\$ 4,957	\$ 16,000	\$ 8,358	\$ 16,000	-	0.00%	\$ 16,000	No Change	
TRANSFER STATION SALARIES TOTAL		\$ 161,741	\$ 148,403	\$ 169,750	\$ 168,570	\$ 187,400	\$ 169,389	\$ 203,500	\$ 27,932	13.73%	\$ 231,432		
64494002	52101 Professional services	\$ 3,200	\$ 3,726	\$ 6,000	\$ 4,781	\$ 6,000	\$ 5,953	\$ 8,000	-	0.00%	\$ 8,000	No Change	
64494001	52112 Employee Training & Licensing	\$ -	\$ -	\$ 400	\$ -	\$ 400	\$ -	\$ 1,000	-	0.00%	\$ 1,000	No Change	
64494002	52116 Equipment Repairs & Maint	\$ 15,000	\$ 11,029	\$ 15,000	\$ 5,228	\$ 10,000	\$ 13,117	\$ 15,000	-	0.00%	\$ 15,000	No Change	
64494002	52117 Vehicle Repairs & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ -	\$ 10,000	-	0.00%	\$ 10,000	No Change	
64494002	52118 Equipment Rental	\$ 5,500	\$ 1,996	\$ 4,500	\$ 2,119	\$ 4,500	\$ 1,090	\$ 4,500	-	0.00%	\$ 4,500	No Change	
64494002	52123 Waste Ban Disposal	\$ 10,000	\$ 3,838	\$ 8,500	\$ 6,411	\$ 8,500	\$ 10,772	\$ 12,000	-	0.00%	\$ 12,000	No Change	
64494002	52148 Tipping Fees	\$ 135,000	\$ 112,006	\$ 185,000	\$ 195,433	\$ 200,000	\$ 143,225	\$ 200,000	-	0.00%	\$ 200,000	No Change	
64494002	53100 Utilities	\$ 11,000	\$ 11,196	\$ 14,000	\$ 10,804	\$ 14,000	\$ 11,040	\$ 13,648	-	0.00%	\$ 13,648	No Change	
64494002	54100 Supplies	\$ 8,500	\$ 2,582	\$ 6,000	\$ 5,181	\$ 5,000	\$ 2,485	\$ 5,000	-	0.00%	\$ 5,000	No Change	
64494002	54111 Vehicle Gasoline	\$ 2,000	\$ 1,698	\$ 4,500	\$ 3,303	\$ 2,500	\$ 3,326	\$ 5,000	-	0.00%	\$ 5,000	No Change	
64494002	54115 Uniforms	\$ 4,100	\$ 221	\$ 400	\$ -	\$ 400	\$ 677	\$ 700	-	0.00%	\$ 700	No Change	
64494002	54500 Small Equipment	\$ 1,000	\$ -	\$ 900	\$ -	\$ 900	\$ -	\$ 3,000	-	0.00%	\$ 3,000	No Change	
64494002	59710 Transfers to General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	#DIV/0!	\$ -		
64494002	59784 Transfers to OPEB	\$ 374	\$ -	\$ 400	\$ 834	\$ 400	\$ -	\$ -	-	0.00%	\$ -		
TRANSFER STATION EXPENSES TOTAL		\$ 195,674	\$ 148,292	\$ 245,600	\$ 234,095	\$ 262,600	\$ 191,685	\$ 277,848	\$ -	0.00%	\$ 277,848		
TRANSFER STATION REVENUE-SUPPORTED EXPENSES		\$ 357,415	\$ 296,695	\$ 415,350	\$ 402,665	\$ 450,000	\$ 361,074	\$ 481,348	\$ 27,932	5.80%	\$ 509,280	Overall TS station expenditure budget	
24494000	54199 Transfer Station Revolving Fund YE Balance	\$ 31,912	\$ 31,912	\$ 71,899									
Updated 11/8/2021													
10494002	52101 Professional services	\$ 40,160	\$ 44,280	\$ 25,000	\$ 23,386	\$ 35,000	\$ 53,360	\$ 45,000	\$ 5,000	11.11%	\$ 50,000	Increased to reflect anticipated maintenance costs	
10494002	52135 Leachate Disposal	\$ 15,900	\$ 7,004	\$ 15,000	\$ 8,685	\$ 15,000	\$ 11,661	\$ 15,000	-	0.00%	\$ 15,000	No Change	
LANDFILL FUNDED EXPENSES TOTAL		\$ 56,060	\$ 51,284	\$ 40,000	\$ 32,071	\$ 50,000	\$ 65,021	\$ 60,000	\$ 5,000	8.33%	\$ 65,000		
Updated 11/8/2021													
LANDFILL-RELATED ACCOUNTS													
64494000	43245 Stickers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 245,848.00	\$ -	(5,848)	-2.38%	\$ 240,000.00		
64494000	43246 Metal Recycle	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00	\$ -	(2,500)	-25.00%	\$ 7,500.00	Collecting from Recycling	
64494000	43247 PAYT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 110,000.00	\$ -	10,000	9.09%	\$ 120,000.00		
64494000	43249 Misc. Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00	\$ -	1,000	10.00%	\$ 11,000.00	Collecting from Recycling	
64494000	43250 Tires	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500.00	\$ -	-	0.00%	\$ 500.00		
64494000	43252 Bulky	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000.00	\$ -	-	0.00%	\$ 30,000.00		
Earned Revenue Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 406,348.00	\$ -	2,652	0.65%	\$ 409,000.00		
64494000	49740 Transfer from General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,000.00	\$ -	-	0.00%	\$ 75,000.00		
TOTAL		\$ -	\$ -	\$ -	\$ 481,348.00	\$ 2,652	\$ -	\$ 484,000.00	\$ -	0.55%	\$ 484,000.00		



TOWN OF WAYLAND

WATER PROPOSED FY23 BUDGET DRAFT

ACCT #	FY19 BUDGET	FY19 ACTUALS	FY20 BUDGET	FY20 ACTUALS	FY21 BUDGET	FY21 ACTUALS	FY22 BUDGET	23 - 22 CHG	% Change	Proposed FY23 BUDGET	DESCRIPTION OF FY23 CHANGE
61451001	51001 Salaries	\$ 595,200	\$ 586,738	\$ 636,000	\$ 604,861	\$ 636,700	\$ 666,349	\$ 58,182	8.99%	\$ 705,602	Steps plus 2.5% COLA
61451001	51007 Clothing	\$ 4,200	\$ 4,461	\$ 4,200	\$ 2,800	\$ 5,600	\$ 4,910	\$ -	0.00%	\$ 4,910	No Change
61451001	51004 Seasonal Laborers	\$ 8,496	\$ 12,654	\$ 8,688	\$ 1,124	\$ 9,300	\$ 4,682	\$ -	0.00%	\$ 10,240	No Change
61451001	51140 Overtime	\$ 154,400	\$ 141,282	\$ 160,000	\$ 129,336	\$ 160,000	\$ 158,631	\$ 20,000	#REF!	\$ 180,000	Increase resulting from negotiated contract rates
WATER SALARIES TOTAL		\$ 762,296	\$ 745,135	\$ 808,888	\$ 743,291	\$ 811,600	\$ 829,662	\$ 78,182	#REF!	\$ 900,752	Salaries Budget
61451002	52100 Contractual services	\$ 185,117	\$ 140,338	\$ 150,000	\$ 73,086	\$ 150,000	\$ 152,482	\$ 38,000	33.93%	\$ 150,000	Reflects anticipated need and includes Notification Services
61451002	52101 Professional services	\$ 155,000	\$ 34,159	\$ 150,000	\$ 34,179	\$ 100,000	\$ 97,301	\$ 50,000	100.00%	\$ 100,000	Based upon forecasted need-more reliance on outside Eng support
61451002	52103 Laboratory Testing Services	\$ 50,000	\$ 30,830	\$ 40,000	\$ 32,393	\$ 45,000	\$ 46,891	\$ 15,000	33.33%	\$ 60,000	PFAS/PCOA monitoring requirements
61451002	52112 Training & Education	\$ 15,000	\$ 12,561	\$ 15,000	\$ 9,667	\$ 20,000	\$ 6,785	\$ -	0.00%	\$ 15,000	No Change
61451002	52115 Bldg Repairs/Improvements	\$ 40,000	\$ 22,332	\$ 45,000	\$ 17,943	\$ 50,000	\$ 21,466	\$ -	0.00%	\$ 25,000	No Change
61451002	52116 Equipment Repairs & Maint	\$ 60,000	\$ 135,711	\$ 90,000	\$ 53,147	\$ 140,000	\$ 93,403	\$ -	0.00%	\$ 115,000	No Change
61451002	52117 Vehicle Repairs & Maint	\$ 30,000	\$ 18,688	\$ 30,000	\$ 28,342	\$ 45,000	\$ 43,858	\$ -	0.00%	\$ 40,000	No Change
61451002	52134 Police Details	\$ 4,000	\$ 5,185	\$ 4,000	\$ 5,630	\$ 5,000	\$ 7,590	\$ 2,000	33.33%	\$ 8,000	Wage increases due to contract negotiation
61451002	54100 Supplies	\$ 105,000	\$ 132,274	\$ 110,000	\$ 68,579	\$ 115,000	\$ 75,445	\$ -	0.00%	\$ 105,000	No Change
61451002	54111 Vehicle Gasoline	\$ 25,000	\$ 18,537	\$ 20,000	\$ 18,664	\$ 20,000	\$ 11,520	\$ -	0.00%	\$ 25,000	No Change
61451002	54112 Chemicals	\$ 350,000	\$ 231,072	\$ 300,000	\$ 258,942	\$ 280,000	\$ 287,094	\$ 60,000	20.69%	\$ 350,000	Product price increases
61451002	54115 Uniforms	\$ 6,800	\$ 5,080	\$ 5,000	\$ 8,675	\$ 7,000	\$ 653	\$ -	0.00%	\$ 9,000	No Change
61451002	52118 Office Supplies	\$ -	\$ -	\$ 2,000	\$ -	\$ 2,000	\$ -	\$ -	0.00%	\$ 2,000	No Change
61451002	54121 Postage	\$ 15,000	\$ 9,601	\$ 15,000	\$ 12,078	\$ 15,000	\$ 13,341	\$ 5,000	25.00%	\$ 25,000	Regulation outreach (Lead and Copper etc.)
61451002	54500 Small Equipment	\$ 40,000	\$ 10,219	\$ 40,000	\$ 9,717	\$ 40,000	\$ 48,724	\$ 10,000	50.00%	\$ 30,000	Replacement of treatment equipment
61451002	54599 Contingency Fund	\$ 50,000	\$ -	\$ 50,000	\$ -	\$ 50,000	\$ 41,886	\$ -	0.00%	\$ 200,000	No Change
WATER DIVISION EXPENSES		\$ 1,130,917	\$ 806,589	\$ 1,066,000	\$ 631,041	\$ 1,084,000	\$ 948,439	\$ 180,000	16.68%	\$ 1,259,000	Service expense budget
61451002	53102 Natural Gas	\$ 26,250	\$ 10,075	\$ 25,000	\$ 8,693	\$ 25,000	\$ 8,255	\$ -	0.00%	\$ 15,000	No Change
61451002	53103 Electricity	\$ 398,475	\$ 388,566	\$ 375,000	\$ 300,302	\$ 375,000	\$ 332,902	\$ -	0.00%	\$ 375,000	No Change
61451002	53104 Telephone	\$ 10,500	\$ 4,018	\$ 10,000	\$ -	\$ 10,000	\$ -	\$ -	0.00%	\$ 10,000	No Change
WATER DIVISION TOTAL EXPENSES		\$ 1,566,142	\$ 1,209,247	\$ 1,476,000	\$ 940,037	\$ 1,494,000	\$ 1,289,596	\$ 180,000	12.17%	\$ 1,659,000	
61451002	59100 Long Term Debt - Principal	\$ 945,600	\$ 945,600	\$ 969,100	\$ 924,100	\$ 953,100	\$ 962,964	\$ -	0.00%	\$ 953,100	
61451002	59150 Long Term Debt-Interest	\$ 361,663	\$ 347,057	\$ 368,410	\$ 307,760	\$ 359,917	\$ 350,053	\$ -	0.00%	\$ 359,917	Need actuals from Finance Department
61451002	59160 Interest on Temp Loans	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	
TOTAL Debt Service		\$ 1,307,263	\$ 1,292,657	\$ 1,337,510	\$ 1,231,860	\$ 1,313,017	\$ 1,313,017	\$ -	-	\$ 1,313,017	
Fringes & Indirects		\$ 383,537	\$ 383,537	\$ 374,779	\$ 374,779	\$ 362,440	\$ 340,694	\$ -		\$ 373,313	Need actuals from Finance Department
TOTAL WATER OPERATING BUDGET		\$ 4,019,238	\$ 3,630,576	\$ 3,997,177	\$ 3,289,967	\$ 3,981,057	\$ 3,772,969	\$ 258,182	#REF!	\$ 4,246,082	Overall Change in entire Water Budget
<div>- Responsible for the maintenance of 102 miles of water main, 758 fire hydrants, 1 two million gallon water tank, the Baldwin Pond Treatment Facility, and Saddlebrook well sites throughout Town.</div> <div>- Water Division staff provides 24/7/365 coverage of water-related emergencies, including main breaks and service leaks. In FY2019, staff responded to 18 after-hours emergency water breaks</div> <div>- Read meters and bill water usage of approximately 5000 customers.</div> <div>- Conduct Dig Safe markouts, meter repairs and replacements, leak detection, cross-connection survey, and fire hydrant flushing and testing.</div> <div>- Staff performs daily compliance sampling of water quality parameters, including periodic sampling for Safe Water Drinking Act compliance</div> <div>- Water Pumped - 2015: 539Mgal, 2016: 607Mgal, 2017: 530Mgal, 2018: 501Mgal</div> <div>Contingencies previously included within each line have been relocated to Contingency Line</div>											
Updated 11/8/2021											
Revenue Budgets											
61105000	41750 Penalties & Interest		\$ 25,000.00	\$ 26,218.00	\$ 25,000.00	\$ 38,891.00	\$ 32,676.00	\$ 25,000.00		\$ 25,000.00	
61105000	42110 Water Meter Charges		\$ 3,490,631.00	\$ 3,306,105.00	\$ 3,596,754.00	\$ 3,722,838.19	\$ 3,613,249.00	\$ 3,831,082.00		\$ 3,831,082.00	
61105000	42118 Water Meter Charges		\$ 120,000.00								
61105000	42111 Liens		\$ 81,407.00			\$ 59,335.42				\$ 25,000.00	
61105000	42113 Water BASE Charge		\$ 295,000.00	\$ 282,324.00	\$ 300,000.00	\$ 307,019.84	\$ 300,000.00	\$ 300,000.00		\$ 300,000.00	
61105000	42114 Water Service Order		\$ 31,000.00	\$ 14,446.00	\$ 25,000.00	\$ 27,093.04	\$ 25,000.00	\$ 25,000.00		\$ 25,000.00	
61105000	43299 Misc Revenue		\$ 43,299.00	\$ 11,168.00	\$ 40,000.00	\$ 8,600.00	\$ 40,000.00	\$ 40,000.00		\$ 40,000.00	
61101900	49742 Transfer from Capital					\$ 19,300.00					
61105000	48500 Use of Water Capital		\$ 50,000.00								
TOTAL			\$ 4,054,930.00	\$ 3,721,668.00	\$ 3,986,754.00	\$ 4,155,236.00	\$ 4,010,925.00	\$ 4,246,082.00		\$ 4,246,082.00	



TOWN OF WAYLAND

ENGINEERING PROPOSED FY23 BUDGET **DRAFT**

ACCT #		FY19 BUDGET	FY19 ACTUALS	FY20 BUDGET	FY20 ACTUALS	FY21 BUDGET	FY21 ACTUALS	FY22 BUDGET	23-22 CHG	% Change	Proposed FY23 Budget	DESCRIPTION OF FY23 CHANGE
10421901	51001 Salaries	\$ 391,193	\$ 335,293	\$ 332,227	\$ 261,048	\$ 283,970	\$ 293,013	\$ 300,109	\$ 9,767	3.25%	\$ 309,876	Steps and 2.5% COLA
10421901	51001 FY23 Addition: Project Manager								\$ 89,698		\$ 89,698	Steps and 2.5% COLA for new Project Manager
	TOTAL SALARIES	\$ 391,193	\$ 335,293	\$ 332,227	\$ 261,048	\$ 283,970	\$ 293,013	\$ 300,109	\$ 99,465	33.14%	\$ 399,574	Change in Salaries Budget
10421902	52100 Professional Services	\$ 3,550	\$ 2,976	\$ 4,000	\$ 3,202	\$ 4,000	\$ 4,992	\$ 4,000	\$ -	0.00%	\$ 4,000	No Change (Infrastructure Inventory)
10421902	52110 Meetings & Conferences	\$ 4,000	\$ -	\$ 4,500	\$ 1,773	\$ 4,500	\$ -	\$ 4,000	\$ -	0.00%	\$ 4,000	No Change
10421902	52112 Employee Training & Education	\$ 4,250	\$ 595	\$ 4,500	\$ 464	\$ 4,500	\$ 540	\$ 2,000	\$ -	0.00%	\$ 2,000	No Change
10421902	52114 Dues	\$ 1,500	\$ 295	\$ 1,500	\$ 381	\$ 1,500	\$ -	\$ 1,000	\$ -	0.00%	\$ 1,000	No Change
10421902	52116 Equipment Repairs & Maint	\$ 13,000	\$ 6,279	\$ 10,000	\$ 1,484	\$ 9,000	\$ 4,926	\$ 9,000	\$ (2,000)	-22.22%	\$ 7,000	Reduced due to forecasted need
10421902	52117 Vehicle Repairs & Maint	\$ 2,500	\$ 3,914	\$ 6,000	\$ 1,550	\$ 6,000	\$ 3,094	\$ 6,000	\$ 1,500	25.00%	\$ 7,500	Increased due to forecasted need
10421902	54100 Supplies	\$ 5,500	\$ 4,910	\$ 5,500	\$ 602	\$ 5,500	\$ 1,055	\$ 5,000	\$ -	0.00%	\$ 5,000	No Change
10421902	54111 Vehicle Gasoline	\$ 2,000	\$ 119	\$ 2,000	\$ 936	\$ 2,000	\$ -	\$ 2,000	\$ -	0.00%	\$ 2,000	No Change
10421902	54115 Uniforms	\$ 710	\$ 710	\$ 1,420	\$ -	\$ 1,420	\$ -	\$ 1,420	\$ -	0.00%	\$ 1,420	No Change
10421902	54118 Office Supplies	\$ 1,300	\$ 1,080	\$ 2,000	\$ -	\$ 2,000	\$ 119	\$ 2,500	\$ -	0.00%	\$ 2,500	No Change
10421902	54128 Software Licensing	\$ 2,200	\$ 2,484	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,500	\$ -	0.00%	\$ 4,500	No Change
	TOTAL EXPENSES	\$ 40,510	\$ 23,362	\$ 45,420	\$ 14,391	\$ 44,420	\$ 18,726	\$ 41,420	\$ (500)	-1.21%	\$ 40,920	
	TOTAL ENGINEERING BUDGET	\$ 431,703	\$ 358,655	\$ 377,647	\$ 275,439	\$ 328,390	\$ 311,739	\$ 341,529	\$ 98,965	28.98%	\$ 440,494	

- Responsible for the for the assessment, survey, study, design, and oversight associated with the operation, maintenance, and construction of the Town's infrastructure
- Provides support to other Town departments in various technical aspects related to the Town's infrastructure

Updated 11/8/2021

BOPW Meeting 11/16/2021

Route 20 South Landfill

Visioning Committee

BOPW Meeting 11/16/2021

Review and Approve Minutes

Wayland Board of Public Works

Posted in accordance with the provisions of the Open Meeting Law

www.mass.gov/openmeeting

**Place of Meeting: Zoom only
September 21, 2021**

MEETING MINUTES

Present: C.Lewis (Chair), M. Wegerbauer (Vice Chair), S. Greenbaum, M. Lowery, B. Goldsmith

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

Other Attendees: Tom Sciacca

Meeting opened at 7:pm

Announcements:

No announcements

Public Comment:

No Public Comment

Water Abatement:

A request for a water abatement was heard for 157 Buckskin Drive. Applicant reported a water usage of 23,700 cubic feet vs an average usage of 8,000 cubic feet. Applicant reported the excessive usage was due to a water leak at a kitchen sink that drained into a normally inaccessible area of the house. Lowery noted that the amount of water was sufficient to fill a very large swimming pool and would have completely flooded the basement. Applicant presented a repair bill from Ed Miller in Wayland in the amount of \$375 to repair the sink leak. Wayland Water Department made on-site inspection and found no evidence of leak. BoPW offered to split the cost of the bill on a 50-50 basis with the applicant, which was so moved. Motion passed 3-0-2 with Lowery and Greenbaum abstaining. Lewis also explained to the applicant that the BoPW will consider a request for an abatement once, but it will not consider a second claim.

Eversource Pole

Eversource requested a Grant of Location for a new utility pole on Fuller Road. It was moved and seconded and approved by a vote of 5-0-0. Lewis was authorized to sign the Grant of Request Document.

Capital Budget Briefing

The Board noted fairly substantial capital needs beginning in F/Y 2024 and considerably more capital needs thereafter, particularly should a conversion to MWRA water be approved. T Holder to continue to appraise the BoPW of the status of Capital items.

Investigation of Solar Electric Generation at Town Landfill

The Board discussed a proposal from Ameresco received by the Town Administrator to install solar panels on the closed landfill at the transfer station. The Board noted cap integrity and maintenance were significant issues. There was concern about Ameresco conducting its own feasibility study on property under the supervision and control of the Board. The zoning bylaw which does not permit a solar installation on the property would have to be amended. There was general agreement that any assessment by Ameresco would be for a limited scope at no cost to the Town and with no substantive involvement by the Board or Town staff. The results of the study would be reported to the Board for its consideration. Wegerbauer moved that the Board, as custodian of the transfer station, allow Ameresco to conduct a feasibility study as discussed for installing solar at the transfer station. Goldsmith seconded and a vote was taken.

Wegerbauer aye, Goldsmith aye, Greenbaum aye, Lewis aye, Lowery abstain. Motion passed (4-0-1)

PFAS Remediation Project

The Board discussed that it does not feel that its concerns regarding the PFAS Remediation Project have been properly addressed, noting the disagreement on this point by the Town Administrator. That said, the focus of the BoPW at this point is on the project moving forward and we hope that all parties can adopt a similar view.

Moving forward, there remain two major contracts on the project. First is for the pad and piping. Second is for the winterizing structure. Mr. Holder assured the BoPW that the necessary work to award both major contracts is complete and that both contracts should be finalized within days. Mr. Holder is to inform the BoPW when these contracts are signed and a work schedule will be assembled once the contracts are executed.

The BoPW will feel considerably better about the project once we see excavators on site and substantially more comfortable once we see rotating cement mixer trucks headed that way.

Mr. Holder advised the BoPW that the best position it can take at the moment is to observe and stay focused on the next two milestones those being the execution of the two remaining contracts.

Groundwater Study

The Board asked Tom Sciacca to review the findings of the Weston & Sampson Groundwater report. The data was also analyzed carefully by Bob Goldsmith and the balance of the Board. For a very short summary, there are four important points:

First, if you look at the makeup of the total set of PFAS compounds taken in all of the sample points, none of them match the make-up of that obtained at the Happy Hollow Wells.

Second, There is a very significant source of PFAS at point SH-4 located due northwest of the High School septic treatment plant. However, the underground water flows at that point show that material in that well will not reach the Happy Hollow well system, as they flow due west toward the river. In addition, the ratios of the different pfas chemicals at that point are radically different from the ratios at the wells, indicating no contribution to the well contamination from this source.

Third, there are two monitoring points located at MW7 and MW8 that were not sampled. MW8 lies directly in the line of the underground water flow to the wells. If the pfas levels and constituent makeup at MW8 matches that found in the Happy Hollow wells it would indicate the major source is the septic systems in the Happy Hollow neighborhood and around Dudley Pond. MW7 is upgradient from the wells and would indicate any contamination from the decommissioned leach field used by the old high school.

Fourth, nationwide, the major contributor to PFAS compounds in the groundwater are from residential septic systems.

In light of these four points, the BoPW would recommend that one more full data set be taken to confirm the values of the various points of the first sample set, since any one measurement cannot be relied on for such a sensitive test. If there is no significant change, the BoPW would conclude that none of the samples taken indicate a major source of contamination and that further testing would not be required at these points. We would recommend that points MW7 and MW8 be added since these two points are directly upstream of the Happy Hollow well system and would give some indication of what was coming to the wells. We would recommend that samples from MW8 as well as, possibly, SW3 and SW4 at Dudley Pond be taken monthly as part of the regular Happy Hollow Well system data. If the initial data from MW7 indicates contamination then it should be added to the regular testing regime as well. The MW7 and MW8 data would not be part of the data submitted to the Mass DEP

Beyond these recommendations, we believe the groundwater studies will be complete and no further funds should be expended thereon.

Director's Operational Report:

Mr. Holder reported that the scope for the Kleinfelder study has been revised. The revisions will be distributed and discussed in the October meeting of the BoPW.

Mr. Holder reported that Transfer Station revenues have been bolstered by shifting the tipping fee for recycled materials from sharply negative at about -\$55 per ton to a marginally positive amount of \$26 per ton. Lewis noted that a revised budget projection for the Transfer Station be prepared. Item to be further discussed in October BoPW meeting.

Holder reported that the Sedgemeadow Road water main replacement is essentially complete and that a temporary roadway repair had been made. The temporary repair will remain over the winter to settle properly and a final paving will be done in the spring. Board members acknowledged the many notes of thanks received from Sedgemeadow residents and the professional manner in which the water main repair was done.

Holder reported that a normal hydrant flushing program had begun and that the flushing program generally begins at Reeves Hill Tower and that it takes about a month to complete.

Holder reported that with recent significant rainfall that considerable amounts of crumb rubber have been washed from the High School athletic field. Lowery provided pictorial evidence of same. Holder noted that some silt fencing and straw waddles were installed by DPW staff as a temporary measure to help contain the crumb rubber discharge. Holder further noted that these barriers were removed shortly after installation in an unauthorized manner, and subsequently replaced again by DPW staff. Holder was exploring who may have removed these barriers.

Town Meeting Articles

The Board is not taking any position on the upcoming Town Meeting articles. We will reserve any vote on any use of land controlled by the BoPW to a time when more information is available.

Boardmember Concerns

The Board voted to request that the Town Turf field no longer be plowed of snow. It seems not possible to plow that field without depositing amounts of crumb rubber into drainage areas from the field.

The Board also notes that given the number of items for Board concern that meeting more frequently than once a month is desirable. It is also desirable that the burden on Town Staff be reduced. To accommodate both these seemingly opposing goals, the BoPW is planning to purchase and operate its own Zoom meetings at no cost to the Town. The Board believes that it can comply with all of the State mandated requirements for Zoom meetings and is planning a test meeting to verify. Once complete, the BoPW will be able to conduct Zoom meetings on its own schedule, making it easier for Town staff to attend at more convenient times, while not requiring a Town employee to serve a moderator – a win, win, win for everyone.

Lowery reported on the feasibility of the BoPW instituting its own Zoom meetings so that they would be recorded independently from the Town system.

The BoPW acknowledges a concern for a lower-cost solution to weed harvesting at Dudley Pond and is investigating this prospect with the Dudley Pond Association. More information will be presented from time-to-time as it becomes available.

Lowery requested (again) that updated stormwater layers in the Wayland GIS system be accessible to the BoPW and to the Public. Holder advised that this request must to the Town Administrator.

Lewis requested a report of budgeted costs to maintain various recreational fields in town. Doucette reported that he is working on this document and would present at a subsequent meeting of the BoPW.

Lewis noted a request from the Dudley Pond Association for increased harvesting of pond aquatic growth. Further information on the Dudley Pond Association request will be forthcoming at subsequent meetings of the BoPW.

Wegerbauer requested information on the Town Watering ban. Holder reported that the ban can be implemented on an annual basis or on a water gage basis. He further reported that Wayland is presently has 14% of water unaccounted for and is using 72 gallons per capita per day. Mass DEP limits are 10% and 65 gallons per day. Until Wayland meets both requirements, seasonal watering bans will continue each season.

Minutes

The Board approved the minutes from July 13 and July 20, noting the very good detail and information captured in those minutes.

Meeting was adjourned at 10:40 PM

Respectively submitted by

Clifford Lewis, Chair

BOPW Meeting 11/16/2021

Board Members' Reports, Concerns and Updates

BOPW Meeting 11/16/2021

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

BOPW Meeting 11/16/2021

Adjourn