

**TOWN OF WAYLAND**  
**NOTICE OF MEETING**

Michael Lowery, Chair  
Clifford Lewis, Vice Chair

Jon Mishara  
Mike Wegerbauer  
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>
DATE OF MEETING:	Monday August 17, 2020
TIME OF MEETING:	5:00 PM
PLACE OF MEETING:	TOWN BUILDING (REMOTE) 41 Cochituate Rd. Wayland, MA 01778

**AGENDA**

NOTE: In compliance with the revised Open Meeting Law requirements, the meeting will be live streamed on WayCAM Education channel Comcast channel 8 and Verizon channel 37, Public comment will be received by phone at 508-358-6814 for this meeting. The phone number will be active during the public comment portion of the meeting. All calls during the public comment period will be addressed. Thank you in advance for your patience and understanding.

- 5:00 Announcements
- 5:02 Public Comment
- 5:05 Discussion and possible vote on motion to enable Selectmen to grant easements for River's Edge
- 5:15 Old South Landfill Visioning Committee Update
- 5:20 DPW - specific COVID updates (playgrounds, AMR installation)
- 5:30 Election of BoPW Chair/Vice-Chair
- 5:33 Designate BoPW representative to CPC (three year term)
- 5:35 Consideration of Allowing Drip Irrigation
  - Discussion of the definition of Drip Irrigation in the by-law and whether or not drip irrigation is considered an outdoor underground water sprinkler system
  - Does the by-law require clarification/amendment - Discussion and Possible Vote
- 5:45 Irrigation Permit for drip and spray irrigation for James Signorovich at 15 Training Field Road - discussion and possible vote
- 5:50 Turn back of Surplus Capital Appropriations - discussion and possible vote
- 6:00 Inclusion of Orange Bags in New Resident Welcome Pack - discussion and possible vote

6:10 Director's Operational Review & Financial Review

- Permitting - Old South Landfill - Wayland Conservation, DEP, NHESP
- Rt. 27 Bridge Deck & Columns
- Old Stone Bridge Reconstruction
- AMR installation schedule
- Dudley Pond Access Ramp
- MWRA alternative study
- Status of Water Withdrawal Permit
- Repaving of Rt. 20

6:20 Board Members' Reports, Concerns, and Updates

- Rationale for new Water Rates – review final draft and possible vote
- Sedgemoor Water Main Reconstruction
- Water Quality Report – seeing trends over time
- How to Improve Notification – Water Conservation Restrictions

6:30 Topics Not Reasonably Anticipated by the Chair 48 Hours Prior to Posting, if any

6:33 Review and Approve Minutes of the 6/30/2020 Meeting

6:35 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 8/17/2020**

**Announcements**

**BoPW Meeting 8/17/2020**

**Public Comment**

**BoPW Meeting 8/17/2020**

**Discussion and possible vote on motion  
to enable Selectmen to grant  
easements for River's Edge**

**BoPW Meeting 8/17/2020**

**Old South Landfill Visioning Committee  
Update**

**BoPW Meeting 8/17/2020**

**DPW – specific COVID updates  
(playgrounds, AMR installation)**

**BoPW Meeting 8/17/2020**

**Election of BoPW Chair/Vice-Chair**



**BoPW Meeting 8/17/2020**

**Designate BoPW representative to CPC  
(three year term)**

**BoPW Meeting 8/17/2020**

**Consideration of Allowing**

**Drip Irrigation**

**– Discussion and Possible Vote**

## Chapter 191. Lawn Irrigation Systems

### § 191-1. Statutory authority.

[Amended 4-10-2008 ATM by Art. 5]

This bylaw is adopted by the Town of Wayland under its common law police powers to protect public health and welfare, MGL c. 40, § 21, and under the Town of Wayland's authority to regulate water use through its Board of Public Works pursuant to Chapter 80 of the Acts of 1878.

### § 191-2. Purpose.

The purpose of this bylaw is to protect, preserve and maintain the public water supply, health, safety and welfare of the citizens of the Town of Wayland.

### § 191-3. Definitions.

As used in this bylaw, the following terms shall have the meanings indicated:

#### **OUTDOOR UNDERGROUND WATER SPRINKLER SYSTEM**

Any underground sprinkler device, together with all pipes appurtenant thereto, used to water outside areas, and hereafter referred to as "system" or "systems." Aboveground sprinklers attached to hoses and existing systems, so long as they are not expanded, are specifically exempt from the provisions of this article.

#### **PERSON**

Any individual, corporation, trust, partnership or association or other entity.

#### **PUBLIC WATER SUPPLY**

Any water which is fully or partially drawn from a well operated by the Town of Wayland.

#### **THIS BYLAW**

Chapter **191** of the Code of the Town of Wayland.

#### **WATER CUSTOMER**

Any individual, corporation, trust, partnership or association or other entity that owns property which is receiving water from the public water supply.

### § 191-4. Certain outdoor underground water sprinkler systems prohibited.

No person shall install or expand a system which is connected to the public water supply if said system, after installation or expansion covers, an area greater than 15,000 square feet or more.

## § 191-5. Application for installation or expansion of certain systems.

No person shall install or expand a system connected to the public water supply, which covers an area of 15,000 square feet or less unless an application has been made to pursuant to this bylaw and approval of said installation or expansion has been approved pursuant to this bylaw.

## § 191-6. Types of applications.

- A. Any application for the installation or expansion of a system which covers an area of 5,000 square feet or less shall be made by completing the short-form application.
- B. Applications for the installation or expansion of a system which covers an area of more than 5,000 square feet and less than or equal to 15,000 square feet shall be made by completing the long-form application.
- C. Any municipally owned field which uses prudent water conservation practices shall be exempt from the 15,000-square-foot limit for new installations or expansions of existing irrigation systems. All irrigation improvements will be limited to the playing field area. All irrigation systems are subject to applicable regulations as well as approval by the Board of Public Works as Water Commissioners. Nothing in this bylaw shall limit the authority of the Board of Public Works to implement water restrictions, including for municipal irrigation systems.  
[Added 11-15-2016 STM by Art. 1]

## § 191-7. System requirements.

- A. All systems installed or expanded under this bylaw shall be installed or expanded pursuant to all local and state laws and regulations and shall include a backflow device (approved by the Department of Public Works), a rain gauge, a moisture detector, a programmable automatic timer and a shut-off valve.  
[Amended 5-13-2010 ATM by Art. 18]
- B. All systems installed or expanded under this bylaw shall obtain an appropriate plumbing permit from the Gas and Plumbing Inspector of the Town of Wayland.
- C. All systems installed or expanded under this bylaw shall be maintained pursuant to the regulations of the Board of Public Works.  
[Amended 5-13-2010 ATM by Art. 18]
- D. All systems installed or expanded under this bylaw shall be installed outside of any road easements, which run in the favor of the Town of Wayland, and any roads owned by the Town of Wayland.
- E. No portion of a system shall be installed or expanded within 50 feet of bordering vegetated wetlands.
- F. No portion of a system shall be installed or expanded within 25 feet of the leaching area or a tank of a sanitary septage system.

## § 191-8. Approval process.

- A. Fees. All applications to install or expand a system shall include an application fee of \$50.

- B. The application shall include the name and address of the property owner and the installer, acknowledgement of the requirements of this bylaw, a drawing and calculation of the area covered by the system and any additional information the Board of Public Works requires to reasonably identify and evaluate the compliance of the proposed system.  
[Amended 4-10-2008 ATM by Art. 5]
- C. The Director of Public Works or his/her designee shall approve the short-form application if s/he determines that said system covers a land area of 5,000 square feet or less and complies with the provisions of this bylaw.  
[Amended 5-13-2010 ATM by Art. 18]
- D. The long-form application shall be approved by the Board of Public Works or designee if the Board of Public Works or designee determines that said system covers a land area of 15,000 square feet or less and complies with the provisions of this bylaw.  
[Amended 4-10-2008 ATM by Art. 5]

## § 191-9. Rules and regulations.

[Amended 4-10-2008 ATM by Art. 5]

The Wayland Board of Public Works shall have the authority and duty to adopt, issue and administer any additional rules and regulations necessary for the administration, operation and enforcement of outdoor underground water sprinkler systems connected to the public water supply. Any such rules and regulations shall be consistent with the provision of this bylaw.

## § 191-10. Violations and penalties.

Any person violating this bylaw shall be subject to the following:

- A. Written notification of a violation by the Director of Public Works or his/her designee. Said notification shall include a demand that said system comply with the bylaw within 30 days' receipt of the notification or that said system be removed.  
[Amended 4-10-2008 ATM by Art. 5; 5-13-2010 ATM by Art. 18]
- B. A fine of \$250 per day for each day after the initial 30 days that the system is in violation of this bylaw.
- C. After the initial 30 days, a notice of termination of water services in no less than seven days may be served upon the water customer by a duly appointed Constable of the Town of Wayland. The notice shall be served to the water customer in hand or left at the address given for billing purposes and mailed to that address. Notice shall include a statement that the water customer may appeal a decision to terminate water services by requesting a hearing before the Board of Public Works. Water service may be terminated seven days after receipt of the notice to terminate or after a majority vote of the Board of Public Works, if the water customer has requested a hearing. Receipt of the notice shall be presumed to be three days after the notice is mailed or the day of in-hand service. After water service has been terminated, a reconnection fee of \$275 during normal business hours, or reconnection fee of \$200 after normal working hours, will be charged prior to renewing water service. Payment of said fees must be made before reconnection. In lieu of terminating water services, the Board of Public Works, by a majority vote, may assess a fine in the amount of \$250 per day for each day after the initial 30 days that the system is in violation of this bylaw.  
[Amended 4-10-2008 ATM by Art. 5]
- D. Fines shall be recovered by indictment or on complaint before the District Court or by noncriminal disposition in accordance with MGL c. 40, § 21D. After disposition favorable to the Town of

Wayland, any outstanding unpaid civil fines shall be placed on the water customer's water bill. The enforcing person shall be the Director of Public Works or his/her designee.  
[Amended 5-13-2010 ATM by Art. 18]

§ 191-11. Severability.

The invalidity of any portion or provision of this bylaw shall not invalidate any other portion or provision thereof.

**BoPW Meeting 8/17/2020**

**Irrigation Permit for drip and spray  
irrigation for James Signorovich  
at 15 Training Field Road  
– Discussion and Possible Vote**



**DEPARTMENT OF PUBLIC WORKS  
TOWN OF WAYLAND**

*Entrusted To  
Manage The  
Public  
Infrastructure*

Thomas M. Holder  
*Director*

Joseph Doucette  
*Superintendent*

Don Millette  
*Superintendent*

Paul Brinkman  
*Engineer*

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

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

Location: 15 Training Field Rd. Wayland, Ma  
Proposed Irrigation System Size (Square Feet) Lawn: 9,859 Drip: 10,761

Owner: James Signorovich  
Address: 15 Training Field Rd. Wayland, Ma  
Phone & email: james.signorovitch@gmail.com

Irrigation Installer: a Blade of Grass  
Address: 9 Old County Rd. Sudbury, Ma  
Phone & email: 508-416-7128 bmillen@abladeofgrass.com

**Irrigation Application Checklist**

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

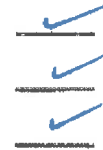
- Plumbing Permit attached ✓
  - Plumbing Permit # P20200108
- Device Design Data Sheet completed for Backflow Device Installation ✓
- Irrigation Plan Requirements**
- "CAD" style Irrigation plan overlaid on the Parcel Plan (must be to scale, see attached) ✓
- Calculated irrigation area shown on the Irrigation Plan ✓
- Location of the entire Septic System Identified on Plan ✓
- Irrigation System is not within 25' of any component of Septic System ✓
- Vegetated Wetlands shown on Plan (if any) N/A
- Irrigation System is not within 50' of vegetated wetlands ✓
- Location of Town Right of Way shown on Plan ✓

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

PW - A - CITY | 66 RIVER ROAD | WAYLAND, MASSACHUSETTS 01778 | TEL 508 359 3672



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



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

Owner Signature: James Signorovich Date: 6/22/2020  
 Installer Signature: Brandon Miller Date: 6/23/2020

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

**FOR INTERNAL USE ONLY**  
**Approval Process**

Completed Application Packet submitted to DPW Office for Review.

Tom Hatcher 8.12.2020  
 (Signature and Date)

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

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

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



Date: July 22, 2020

Re: 15 Training Field Rd. Wayland MA 01778

To whom it may concern,

I am writing you today as a representative for the homeowners regarding the proposed irrigation system at 15 Training Field Rd. Wayland. As the installer (a Blade of Grass) we are requesting that the board consider the drip irrigation zones exempt from the overall square footage calculation. There are large planting beds (as indicated on the plan) that are planted with a variety of native and non-native plantings. The goal is to provide privacy and beauty for the homeowners as well as the surrounding neighbors. Newly planted trees need water to establish their root systems and drip irrigation is the best method to deliver the water both from plant health and a water conservation perspective.

For each of the trees, we typically install one to 3 rings around the root zone so that the water is utilized for the exact area it is needed. For the shrubs and perennials, we install continuous lines on 2 sides of the plants. The drip lines are installed on top of the soil and underneath the mulch layer which allows the water to soak into the root zone and virtually eliminate evaporation.

The drip irrigation zones are proposed as individual zones (they water only the plant material) which are reduced to 40psi by a pressure regulator. Each zone is controlled by a programmable wifi controller that has an app which enables the manager of the system to adjust the watering time and frequency regardless of their location. The drip zones will be programmed initially to water once daily for the first month following the plant installation. Following that it will be dialed back to three times a week, once a week and eventually on an as needed basis. The irrigation system will also be equipped with a rain sensor which automatically turns the irrigation system off when there has been sufficient precipitation.

The goal of the irrigation system is to efficiently provide the plant material with the proper amount of water to protect the homeowners investment and allow the plant material to thrive. As a part of the contract with the homeowner, a Blade of Grass will monitor the system for the first full season after it has been installed. This allows us to ensure that the irrigation system is running at optimal efficiency and use smart watering management to eliminate waste. Following that one year



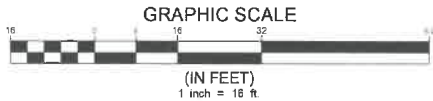
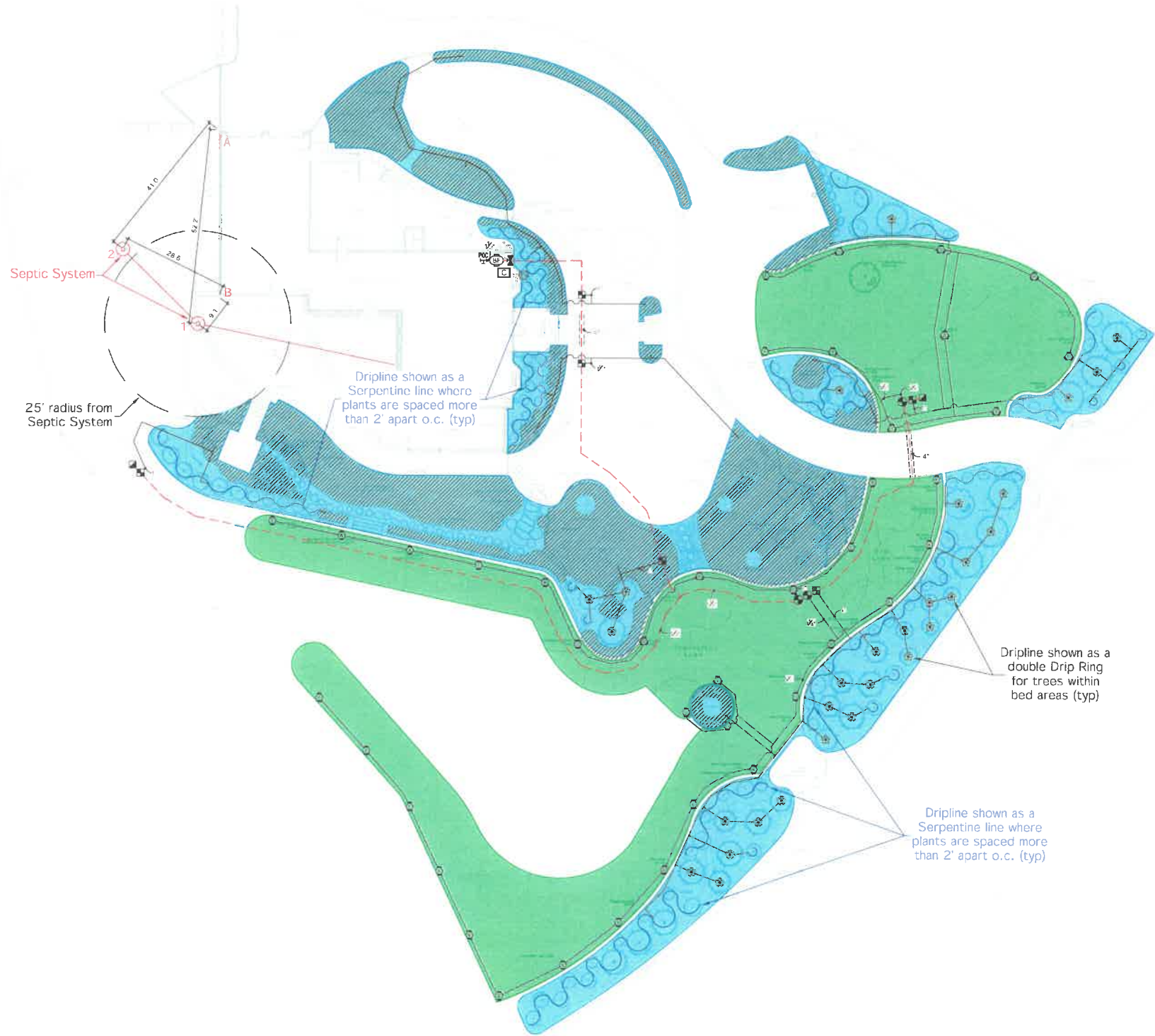
commitment the homeowner may chose to continue having a Blade of Grass manage the system, monitor the system themselves or hire another irrigation company.

In closing I want to thank the board for reviewing the irrigation installation and considering exempting the drip irrigation from the square footage of the overall irrigation coverage. A Blade of Grass takes a lot of pride in the work that we install and the health and care of the environment are always at the forefront of our mind. We are in the business of beautifying our environment and preserving it for the future.

Sincerely,

A handwritten signature in black ink that reads 'Scott Cornish'.

Scott Cornish  
Design Build Director  
a Blade of Grass



Area to be Irrigated with Spray Irrigation: 9,859 sq. ft.

Area to be Irrigated with Drip Irrigation: 10,761 sq. ft.

IRRIGATION SCHEDULE

SYMBOL	MANUFACTURER/MODEL	QTY
	Hunter MP2000 PROS-04-PRS40-CV	29
	Hunter MP3000 PROS-04-PRS40-CV	11
	Hunter PCZ-101-40 1"	6
	Netafim TLDL-08-12 Drip Ring (20 L.F.)	29
	Area to Receive Dripline Netafim TLDL-08-12	5,043 L.F.
	Netafim TLDL-08-12 Serpentine	627.8 L.F.
	Hunter PGV-100G 1"	3
	Hunter HQ-44RC 1"	2
	Isolation Valve	1
	Zurn 975XL 1"	1
	Hunter PC-400 w/ (01) PCM-300 & (01) PCM-900	1
	Hunter WR-CLIK	1
	Point of Connection 1"	1
	Irrigation Lateral Line: Polyethylene Pipe 1"	1,659 L.F.
	Irrigation Lateral Line: Polyethylene Pipe 1 1/4"	45.7 L.F.
	Irrigation Mainline: PVC Class 200 SDR 21 1 1/2"	412.3 L.F.
	Pipe Sleeve: PVC Schedule 40 4"	21.7 L.F.

IRRIGATION NOTES

1. ALL WORK IS TO BE IN COMPLIANCE WITH ALL LOCAL, STATE AND FEDERAL CODES AND ORDINANCES.
2. NO IRRIGATION SHALL BE INSTALLED WITHIN TOWN ROADWAY RIGHT-OF-WAY.
3. NO IRRIGATION COVERAGE TO OVERSPRAY WETLANDS AREAS.
4. ALL UNDERGROUND ELECTRICAL CONNECTIONS ARE TO BE MADE WITH 3-M WIRE CONNECTORS, DBY.
5. ALL REMOTE CONTROL VALVES ARE TO BE INSTALLED IN VALVE BOXES OF APPROPRIATE SIZE.
6. ALL CONTROL WIRING DOWNSTREAM OF THE CONTROLLER IS TO BE 14 AWG, UL APPROVED FOR DIRECT BURY.
7. ALL ROTORS AND SPRAY POP-UPS SHALL BE INSTALLED ON SWING PIPE.
8. ALL GCV SHALL BE INSTALLED ON 3-ELBOW PVC SWING JOINTS.
9. SYSTEM DESIGN BASED UPON 20 GPM @ TO PSI.
10. ANY CHANGES IN AVAILABILITY OF SUPPLY SHOULD BE NOTED AND MODIFICATIONS TO THE DESIGN SHOULD BE MADE.
11. CONTRACTOR TO VERIFY WATER PRESSURE AND AVAILABILITY PRIOR TO INSTALLATION.
12. THE LOCATION OF ALL IRRIGATION IS DIAGRAMMATIC AND SUBJECT TO FIELD VERIFICATION.
13. ANY IRRIGATION PIPING SHOWN OUTSIDE OF CURBS FOR CLARITY ONLY.
14. 120V. TO CONTROLLER AND COPPER STUB, BY OTHER THAN IRRIGATION CONTRACTOR.
15. A BOOSTER PUMP IS REQUIRED IF SYSTEM DOES NOT MEET THE DESIGN PRESSURE.
16. THE CONTRACTOR IS RESPONSIBLE FOR THEIR OWN MATERIAL TAKE OFF.



Issued For:	
Date:	03-19-2020
	03-26-2020
	06-23-2020
	07-06-2020
	07-20-2020

IRRIGATION PLAN  
Designed By: ROSS KEARNS

1" = 16'-0"  
Project Number: 213706  
Sheet Number: IR-1

**BoPW Meeting 8/17/2020**

**Turn Back of Surplus Capital  
Appropriations**

**– Discussion and Possible Vote**

**BoPW Meeting 8/17/2020**

**Inclusion of Orange Bags in New  
Resident Welcome Pack**

**– Discussion and Possible Vote**





## 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*

Dear New Resident:

Welcome to Wayland! This is a message from the Town of Wayland's Department of Public Works. The DPW is responsible for overseeing and providing the residents of Wayland with a wide variety of daily services. These are grouped into Divisions in Highway, Parks, Cemeteries, Water, Wastewater, Engineering and the Transfer Station. Through these programs, the DPW works to efficiently meet the needs of its residents.

We take great pride in our efforts to provide, improve and expand upon a level of public services that affect the quality of your everyday life here in Wayland. We have put together a welcome package to assist you in your transition to Wayland. In the packet you will find pamphlets and materials to inform you of some of the services we provide.

One of the many services provided is the Transfer Station located at 484 Boston Post Road. Residents can purchase an annual sticker and gain access to trash and recycling drop off along with many other **Green** initiatives. We have enclosed some Pay-As-You-throw trash bags and invite you to visit the Transfer Station to experience our services.

If you would like additional information on our extensive list of programs, please visit the DPW Webpage at [www.wayland.ma.us](http://www.wayland.ma.us) or call at 508-358-3672.

We look forward to serving you.

Sincerely,

Wayland DPW

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

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

**BoPW Meeting 8/17/2020**

**Director's Operational Review  
and Financial Review**



# DPW Director's Report

August 17, 2020

## Director's Project Update

(Director to Provide Update at Meeting)

- Permitting – South 20 Landfill
- Rt. 27 Bridge Deck & Columns
- Old Stone Bridge Reconstruction
- AMR installation schedule
- Dudley Pond Access Ramp
- MWRA Study
- Status of Water Withdrawal Permit
- Repaving of Route 20

## Engineering Division

### Town Engineer:

- Old Sudbury Road Bridge Rehabilitation Project permitting, coordination, management
- Old Stone's Bridge Project updates and permitting
- Stonebridge and Potter Road Bridge Rehabilitation coordination and permitting
- South Landfill Repurposing Permitting
- Town Administrator/Board of Selectmen/DPW assistance with Alta at River's Edge
- Development of bid packages for DPW projects

### GIS Coordinator:

- Updates to Town overland stormwater transport system.
- Field reconnaissance of MS4 System. Data collection, outfall location and inspection
- Review and coordination of Asset Management software systems.
- Updates to Town parcels coordination with Assessor's Office.

### Town Surveyor:

- Bus parking layout.
- Field reconnaissance of MS4 system. Data collection, outfall location and inspection
- Capture of survey/plan information for Town projects. Data collection for Wallace Road and Pod Meadow drainage projects.
- Highway/Parks coordination of private/public trees
- Recreation setting up town field layouts

## Water Division

### Treatment:

- Monthly water quality sampling
- Rebuilt and replaced 3 leaking bray valves on filter skids
- Replaced failed Ozone recirculation in plant
- Performed acid and caustic chlorine CIP on both skids
- Performed residual drain downs on all 3 backwash recovery tanks in plant.

- Removed sludge layer on sand bed filters
- Built and installed new chlorine manifold at happy hollow pump station
- Performed monthly calibrations on all chemical pumps (stations and plant)
- Monthly testing of all chemical alarm and eye wash test

#### Distribution:

- Repaired Water Main Break Sedgemoor Road
- Crews repaired 7 leaking fire hydrants. The leaks were discovered during our Annual Water System Leak Detection.
- Meter reading continuing
- Crews completed various work orders and dig safe mark outs
- Brush cutting and mowing at water stations and tank

#### Highway & Park Division

- Rice Road (phase 1) milled, structures adjusted and paved
- Rice Road (phase 2) milling scheduled for August 19,20
- Re-pave portion of Commonwealth) warranty work
- Prepped beach for opening
- Prepped cemeteries and grounds for Memorial day
- Installed/removed flags for Memorial day/July 4
- Aerate, slice seed and fertilized all athletic fields
- Repaired towns irrigation systems
- 22 Full burials and 18 cremains
- Monument acceptance and foundations installed
- Assist Water division with 3 water breaks
- Cut back brush rail trail
- Tree clean up from August 5, storm
- Assist Conservation with patrolling open spaces (April/May)
- Grounds Maintenance, Public Safety Building, Town Hall, Library, Center School Park, South Cemetery, Town Center.
- Bridge repairs of Sherman Bridge
- Right of Way maintenance mowing, trimming, brush cutting

#### Transfer Station

- Sticker sales as of August 7 1737 stickers sold
- Bulky waste re-opened
- Entry sign installed
- Give and take still closed (related to Covid-19)

**BoPW Meeting 8/17/2020**

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

## **New Water Rates in Wayland June 30, 2020**

In Wayland, the Water Division of the Department of Public Works (DPW) has the responsibility to produce and deliver clean fresh water to every household & business, every hour of every day, year round. The water system conveys water, which is sourced through a series of wells in Town; through several water processing facilities and a set of underground distribution pipelines that serve double duty as sources of water for fire protection. The underground pipelines are backed by a major storage tank up on Reeves Hill.

The Water Division functions as its own enterprise entity with the financial goal of providing the service on a break-even financial basis while, at the same time, keeping a sufficient financial reserve to replace portions of the entire system as might be necessary upon a failure, leak or other issue with very short notice. The financial reserve needs to cover the expense in a given year since the Town operates on "Cash-Basis Accounting" and the expense cannot be amortized over a number of years like those expenses could be in a private business.

The total amount of water used in Wayland tends to be relatively constant year to year as water conservation efforts generally offset growth due to new users. There are a number of other miscellaneous sources of revenue that, in a typical year, add another 10% to revenues. The budget of the Water Division for F/Y 2020 (which ends June 30, 2020) was just a touch over \$4 million, including all the charges for water as well as all of the miscellaneous revenue. We were fortunate that in F/Y 2020, the actual expenses of the Division were about \$150,000 under budget – an admirable achievement and one the Division endeavors to continue each year.

The rates charged for water in Town are set by the Water Commissioners. With the formation of the DPW several years ago, the Board of Public Works (BoPW) assumed that role (along with several others, as an aside). The BoPW has taken a long-term view with respect to rate setting. That long-term goal is to have a small, but consistent increase each year in the rates of about 2.5%. At the same time, the Water Division keeps a very close track of its expenses. The two combined efforts produced a small addition to the financial reserves of the Water Division for 2020. With some luck, we will be able to keep the overall expenses flat in 2021 compared to 2020: repeating the commendable accomplishment of achieving a slight addition to the Water Division financial reserves for F/Y 2021. We presently have a bit less in the Division reserve than we should, so we are planning to get the reserve back to where it should be with several more years of combined efforts. With that long-term goal in mind, the BoPW maintained its consistent rate-setting approach this year (F/Y 2021).

With the small rate increase, the average household in Wayland should see an increase of under \$20 for the year. The total cost of a gallon of water will be about one cent per gallon. At one cent per gallon, the on-demand delivery of water is a tremendous value that is often taken for granted. The Division is pleased to deliver clean, fresh water that meets stringent regulatory standards and looks forward to continuing to provide that service again in 2021.

Richard Allen

58 Sedgemoor Road  
Wayland MA

[rrallen@me.com](mailto:rrallen@me.com)  
(617) 484-7428

August 7, 2020

Board of Public Works  
66 River Road  
Wayland, MA 01778

Board Members,

I am writing to encourage you to move forward on replacing the failing water main on Sedgemoor Road. I have owned my residence for only 6 years but have lived through several water main breaks, the latest of which was at the foot of my driveway. I understand that the funding for this project is secured from Town Meeting and awaits only its arrival at the top of the list of your projects. I encourage you to work on getting it started.

I would also like to commend the members of the crew who worked very hard on a hot humid day, but did so with much courtesy, speed and efficiency, providing us with information concerning access to our drive and the expected schedule of the work.

I will look forward to hearing from you about the replacement project.

Thanks for your help and consideration.



Richard R. Allen

**BoPW Meeting 8/17/2020**

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

**BoPW Meeting 8/17/2020**

**Review and Approve Minutes of the  
6/30/2020 Meeting**

# **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  
June 30, 2020

## **MEETING MINUTES**

Present: C. Lewis (Vice Chair and Acting Chair), J. Mishara, P. Murphy  
Elected: Robert Goldsmith  
Absent: M. Lowery (Chair), M. Wegerbauer

DPW Staff in Attendance: Tom Holder (DPW Director), Don Millette (DPW Water Superintendent), Paul Brinkman (Town Engineer)

Meeting opened at 6:00 PM.

Lewis called the meeting to order and pointed out that this meeting was being held in compliance with the revised Open Meeting Law requirements. The meeting will 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. Holder pointed out that the newspapers said that the Water Hearing would begin at 6:00 PM but the agenda listed it as starting at 6:15. Holder suggested that the Water hearing should start at 6:15 and in the meantime he would provide the COVID update in the absence of the Town Administrator. Lewis, Murphy and Mishara agreed.

### **Announcements**

None

### **Town Administrator – COVID Update**

Holder explained that the Town beach is now open and is functioning well. People make reservations and practice social distancing. Lewis asked if the beach was going to be open for the July 4<sup>th</sup> weekend and Holder confirmed that the beach will be open weekdays and weekends through Labor Day weekend.

Fields continue to be open and able for use on a limited basis with no organized games and a maximum of ten people practicing social distancing. Once Phase 3 begins then field usage will expand depending on the Governor's instructions and Recreation will then start permitting. Public Health will determine safety protocols.

The DPW is working well with 6 seasonal staff recently taken on. This is a tremendous help. DPW is in a good place with administrative staff working a staggered schedule to facilitate social



distancing. DPW are able to respond as necessary although some degree of catch up is still occurring. Mishara asked about the repaving schedule. Holder said that this was programmed to start in about two weeks and Rice Road would be the first significant project. It will take place in two 2 phases back to back. Milling and paving would occur on each half of the road in turn using Chapter 90 funds. Wayland Hills would be the next project to be performed.

### **FY21 Water Rate Hearing**

Lewis announced that phones were now open for public comment. Holder suggested a roll call to open and close the Hearing. Lewis asked for a motion to open proceedings and Mishara so moved.

Lewis 2<sup>nd</sup> and a roll call was taken.  
Mishara aye, Murphy aye, Lewis aye.

Lewis declared the hearing formally open. Brinkman made a presentation resulting in the following water rate recommendations for FY2021:

- No change to base charge
  - A uniform water fee increase of 2.5% for domestic and commercial users across all tiers
  - The municipal outdoor water charge to be increased by 2.5% to \$5.85 per ccf.
- The resultant impact on revenue in FY2021 will be an increase of \$80,000.

Stan Robinson of 9 Wheelock Road phoned in and asked about surcharges/discounts for residents opting out of AMI and their being reflected on the rate sheet.

Mishara made a motion to adopt the 2.5% increase for domestic and commercial users and other recommendations listed.

Murphy 2<sup>nd</sup>, and a roll call vote was taken.  
Lewis aye, Murphy aye, Mishara aye.

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

- DPW Water Enterprise Fund Spreadsheet

#### ***Items Not Included in the Packet for Discussion***

- DPW Water Hearing Presentation

### **Eversource Energy Request – Grant of Location for Utility Pole (19/104A)**

The pole being considered would be located by the High School, at the new tennis and basketball courts. The BoPW makes a recommendation to the Board of Selectmen, who would then vote on this.

The DPW prepared a memorandum considering any impact on the right of way. As a result Holder recommended that the Board support this request and grant placement to Eversource. Lewis asked about photos provided and Holder explained that the shorter post which is closer to the road marked where the pole would be placed and the taller post marked the extent of the right of way. The new pole would be placed in line with the other poles on the road. Mishara moved to accept the recommendation as indicated and further to delegate to Lewis that he sign the recommendation to grant the petition on behalf of the BoPW.

Murphy 2<sup>nd</sup>, and a roll call vote was taken.

Mishara aye, Murphy aye, Lewis aye.

***Items Included in the Packet for Discussion***  
***-Eversource Energy Request Packet***

**Appoint Community Preservation Committee Liaison Member**

Item being passed over since Lowery wants to be a part of this discussion but is not available.

**Board Member's Reports, Concerns, and Updates**

- Goldsmith congratulated Brinkman on the clarity of his presentation.
- Lewis queried the security aspects of AMI. Holder assured him that security was a key focus of the RFP terms and contract language. He also pointed out that Mike McCann, the IT Director, and Mike Wegerbauer, the BoPW representative, were part of the evaluation process and completely understood the complexities of the security issue. It was to the forefront of all procurement activities.
- Lewis asked why we allowed irrigation on Tuesdays and Thursdays with only one day in between during the Water Ban. Why couldn't the irrigation days be further apart? Holder explained that Tuesdays and Thursdays were the days when pumping data showed the lowest demand for water so those two days were more able to accommodate high irrigation demand. Also we are already in the middle of the summer with enforcement actions underway. Changes now would cause great confusion. Lewis asked that this be revisited at a future meeting in preparation for next year.

Holder explained that under the Water Management Act permit the unaccounted water loss is to be less than 10% and the consumption should not exceed 65 gallons per person per day. The Town of Wayland average water consumption, as presented by Brinkman in his presentation, is 72 gallons per person per day. It is likely that next year Wayland will only be permitted to irrigate once a week.

Mishara asked what difference would a MWRA connection make. Holder pointed out that in recent history no MWRA community has had a water ban, because the MWRA reservoir has a much great capacity than what is accessible to Wayland. Lewis suggested that it would be worth joining the MWRA.

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

Holder stated two topics that had arisen in the last 48 hours. No action was required at this time but he wanted to bring them to the attention of the BoPW. The Route 27 bridge rehabilitation design phase capital request, based on MassDOT inspection reports, will be voted on at the Town Meeting. The project has two components; the bridge decking and the wooden piles holding up the bridge. An agreement is being discussed whereby MassDOT will do the decking and the Town will rehabilitate the piling. This will save the Town \$100,000.

The second topic concerns access to River's Edge. The Board of Selectmen are considering River's Edge easement issues. A shared access route to the complex is required. The Transfer Station driveway will be impacted. This will be a future agenda item for discussion.

Holder explained that MassDOT directives concerning openings to Route 20 restrict the number allowed. The plans for a back access would be over the driveway to the Transfer Station and the BoPW would need to approve this. A drain line easement issue would also require discussion. The driveway was designed to accommodate large vehicles and a housing capacity of 218 units. The Transfer Station gate would need to be moved and this would be paid for by River's Edge.

### **Public Comment**

Stan Robinson phoned in. His first point was that public comment coming late on the agenda was not helpful. He preferred public comment earlier. Secondly he asked about the transparency, or otherwise, of the AMI Evaluation Committee. He asked who was on this Committee? Why the meetings weren't recorded? What did they discuss? He wants to examine the AMI proposals considered by the Committee, especially the one that has been chosen. He informed the Board that the Secretary of Public Records has noticed the lack of transparency of the Evaluation Committee. Lewis explained that the Evaluation Committee was a part of the procurement process and had nothing to do with Public Works. Robinson should talk with Procurement. Mishara pointed out that there was a public records process and that the Town Administrator was the Public Records Officer for the Town. He advised Robinson to contact the Town Administrator.

### **Review and Approve the Minutes of the 6/4/2020 Meeting**

Mishara made a motion to approve the minutes of the 6/4/2020 meeting as amended. Murphy 2<sup>nd</sup>, and a roll call vote was taken.

Mishara aye, Murphy aye, Lewis aye.

### ***Items Included in the Packet for Discussion*** ***- 6/4/2020 BOPW Meeting Minutes Draft***

Lewis recognized that this was Murphy's last meeting and he thanked him for his service.

Mishara asked about the date for the next meeting. Holder explained that he planned to connect with IT and the Selectmen's Office as the need arose for meetings. No future meeting was planned as yet.

### **Adjourn**

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

Lewis aye, Mishara aye, Murphy aye.

Meeting adjourned at 7:20 PM.

Respectfully submitted,  
Anita Martin  
Business Manager

## **BoPW Meeting 8/17/2020**

**Adjourn**