

TOWN OF WAYLAND
NOTICE OF MEETING

Michael Wegerbauer, Chair
Clifford Lewis, Vice Chair

Jon Mishara
Michael Lowery
Bob Goldsmith

Posted in accordance with the provisions of the Open Meeting Law*
www.mass.gov/ago/openmeeting

NAME OF BOARD:	BOARD OF PUBLIC WORKS
DATE OF MEETING:	Tuesday September 29, 2020
TIME OF MEETING:	5:00 PM
PLACE OF MEETING:	TOWN BUILDING (REMOTE) 41 Cochituate Rd. Wayland, MA 01778

AGENDA

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

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

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

Public Comment will be received either through Zoom** or by phone at 508-358-6812 for this meeting. The phone number will be active during the public comment portion of the meeting. Thank you in advance for your patience; we intend to address all calls that come in during the Public Comment period.

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

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

- 5:00 Announcements
- 5:02 Public Comment
- 5:05 2020 ATM Articles - Review and Discussion
- 5:15 Crosswalk Safety Review and 27/OCP Plan - Review and Discussion (and possible vote)
- 5:30 BoPW Annual Report – Review/Finalize
- 5:40 Director's Report
- 5:50 Board Members' Reports, Concerns, and Updates
 - Rte. 27 Bridge Repair
 - MWRA Study Update
 - Wireless Water Meter Update
 - Transfer Station Marketing Update
 - Rte. 20 South Landfill Visioning Committee
 - WHS Turf Infill
 - Sign Enforcement on Road Rights of Way
 - Cemetery Wall Collapse

- 6:10 Topics Not Reasonably Anticipated by the Chair 48 Hours Prior to Posting, if any
- 6:15 Review and Approve Minutes of the 8/25/2020 Meeting
- 6:20 Set Future Meeting Dates
- 6:25 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 9/29/2020

Announcements

BoPW Meeting 9/29/2020

Public Comment

BoPW Meeting 9/29/2020

2020 ATM Articles

– Review and Discussion

BoPW Meeting 9/29/2020

Crosswalk Safety Review

and 27/OCP Plan

– Review and Discussion

BoPW Meeting 9/29/2020

BoPW Annual Report

– Review/Finalize

BoPW Meeting 9/29/2020

Director's Report

DPW Director's Report

September 29, 2020

Director's Project Update

(Director to Provide Update at Meeting)

- Lien Process Beginning
- Shared Streets Grant – Route 30
- Paving Status
- FY21 Equipment Orders
- Shermans Bridge Repair

Engineering Division

Town Engineer:

- Old Sudbury Road Bridge Rehabilitation Project permitting, coordination, management
- Advancing Dudley Pond Boat Ramp
- 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
- Sedgemoor Water Main Replacement design and permitting

GIS Analyst:

- GIS Riparian Data Layer update: Open water imagery and data
- ESRI Software Training and Web App development
- Drainage data cleanup
- Updated Easement layer. Plan number and Registry of Deed information documented.

Town Surveyor:

- Laying out Sports fields
 - Assisted laying out multiple play fields at the Middle School, High School, Claypit Hill School, Cochituate Practice field, and the Alpine soccer field
- Surveyed and prepared plans for drainage improvements
 - Wallace Road
 - Pod Meadow
- Preparing plan for Sedgemoor Road Water Main Replacement Project
- Located damaged trees to determine if they were publicly owned or privately owned

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
- Monthly Water Sampling

- Lead and Copper sampling round completed (this is done every 3 years)
- Replaced chemical injection spool piece at Chamberlain Well

Distribution:

- Preparing for Fall Hydrant Flushing
- Preparing for Fall Paving work
- Meter Reading completed
- Completed daily work orders and dig safes
- Assist with procurement of Cross Connection Services

Highway & Park Division

- Rice Road (phase 2) milled, structures adjusted and paved
- Wayland Hills, Linn Lane, Smokey Hill, Loring Lane, Clubhouse Lane schedule for full depth road construction starting October 5.
- Maintained Town playgrounds
- Grounds maintenance at School grounds
- Started fall field maintenance program
- All roadway line painting program complete
- Loamed, graded, seeded new section North Cemetery
- 9 Burial internments
- Replaced nets, installed and painted, Fall athletic fields
- Assist Water division with service break 41 Rice Spring Lane
- Right of Way maintenance mowing, trimming, brush cutting
- Assisted with detours, and signage with Rt27 bridge closure

Transfer Station Division

- Sticker sales as of August 7th - 1737 stickers sold
- Bulky waste re-opened
- Entry sign installed
- Give and take remains closed
- OARS - Annual Clean-up support

BoPW Meeting 9/29/2020

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

BoPW Meeting 9/29/2020

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

BoPW Meeting 9/29/2020

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

WAYLAND BOARD OF PUBLIC WORKS

Posted in accordance with the provisions of the Open Meeting Law
www.mass.gov/ago/openmeeting

Town Building
41 Cochituate Road
Wayland, MA 01778
August 25, 2020

MEETING MINUTES

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

DPW Staff in Attendance: Tom Holder (DPW Director)

Other: Kevin Dandrade of TEC (River's Edge Easement Traffic Study)

Meeting opened at 5:00 PM.

Wegerbauer 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 would be live streamed on WayCAM, with all BoPW members participating by teleconference. Public comment would be received by phone at 508-358-6812. The phone number would be active during the public comment portion of the meeting.

Wegerbauer reviewed the agenda.

Announcements

None

Public Comment

Lowery shared that a couple of emails have been received regarding another water break on Sedgemoor Road. Holder reported that the leak was repaired and that the project to construct a water main replacement during this construction season, will be advertised shortly. In addition, some small changes to the system itself have been made to limit pressure fluctuations there. This action was taken to alleviate further water main breaks over the next six weeks while remedial work progressed.

Also, mail had been received from the resident at 72 Concord Road concerning water coming onto the property. Holder reported that Highway staff had dealt with this today.

2020 Annual Town Meeting, River's Edge Easements on Transfer Station Access Road- Discussion and possible vote on motion to enable Selectmen to grant easements on Transfer Station Access Road

Wegerbauer reported that a note had been received from the Town Administrator answering questions raised at the BoPW Meeting on 8/17/2020. Also he shared that he had attended a

Board of Selectmen meeting to share his concerns about how to protect the Town of Wayland from traffic related issues with regard to River's Edge.

Lewis asked Dandrade to run through the key points of the Traffic Study (Saturday Operations Assessment). In summary, TEC was asked to perform a Traffic Evaluation on Saturday August 15th. This was to focus on the overlap of Saturday trips to the Transfer Station (the Transfer Station's busiest day), using the Transfer Station Access road (River's Edge southerly driveway), on the residents of the development. Based on the results of this analysis, TEC did not recommend any geometric changes in the design – only minor changes in pavement markings. The peak hour was between 11AM and noon. 1,000 vehicles per hour approximately, were coming in from, and going out onto Rt. 20. This is 18% less than the weekday morning commuter peak and 27% less than the weekday evening commuter peak. The longest observed vehicle queue was 3 cars over a 2 hour timespan. It took 20-30 seconds to clear. Dandrade pointed out that less than 25% of River's Edge parking spaces are in the vicinity of the Transfer Station Access Road. He said that there would be two STOP signs as part of the traffic plan, one sign on the exit from River's Edge and another at the junction with Rt. 20.

Lowery thanked Dandrade, the Town Administrator, and the Board of Selectmen for facilitating the Traffic review in such a timely way. It appeared that River's Edge would have little impact on the users of the Transfer Station at present and the developers will take care of mitigation costs. Wegerbauer asked what would happen in six years when there will be full occupancy of the development. If traffic mitigation costs were incurred then, would the developers still take responsibility? He added that a traffic signal would be expensive. Dandrade said that MassDOT would not warrant a light there. Lewis wants clear language regarding future payment by Wood Partners for traffic mitigation required in the future.

The Board considered the motion first proposed by the Town Administrator at the BoPW meeting on August 17, 2020. Extensive discussion ensued and changes were made to that motion. The resulting version is as follows (changes in red):

MOTION: VOTE RE: EASEMENTS FOR 490 BOSTON POST ROAD

BOARD OF PUBLIC WORKS MEETING – AUGUST 25, 2020

I move that the Board of Public Works vote that a portion of a travelled way, currently held for municipal public works purposes, shown within the "50.00' Wide Permanent Access Easement Area = 21,566 ± S.F." on a plan entitled "ALTA River's Edge 490 Boston Post Road Wayland, MA," dated June 20, 2019, prepared by Allen & Major Associates, Inc., being a portion of the Access Easement Area located upon: (i) a parcel of land described in an Order of Taking, dated November 15, 1965, recorded with the Middlesex South Registry of Deeds in Book 11003, Page 389; and (ii) "Lot B" shown on a plan entitled "Plan of Land in Wayland, Mass. Showing Land Owned by William W. and Mary P. Lord," dated February 28, 1978, prepared by the Wayland Engineering Department, recorded with the Middlesex South Registry of Deeds as Plan 482 of 1978, may be utilized for non-exclusive easements for the benefit of the owner of 490 Boston Post Road, and for the development of 490 Boston Post Road, and for no other purpose.

I further move that the Board of Public Works support the granting by the Board of Selectmen of such non-exclusive easements on the foregoing property for the benefit of the owner of 490 Boston Post Road, and for the development of 490 Boston Post Road, and for no other purpose.

Mishara made a motion to approve this motion as amended.

Goldsmith 2nd, and a roll call vote was taken.

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

Wegerbauer asked Dandrade how school buses would gain access to the River's Edge Development. Dandrade agreed to check this with site team.

At 6:15 PM Dandrade left the meeting.

Items Not Included in the Packet for Discussion but separately disseminated by the Town Administrator

- Memorandum dated August 20, 2020 re: Alta at River's Edge – 490 Boston Post Road – Wayland

- TEC Saturday Operations Assessment

- Motion: Vote re: Easement for 490 Boston Post Road

Dedication of container for clean cardboard collection at the Transfer Station – Discussion and possible vote

Wegerbauer decided to delay this discussion to a future meeting.

Capital Appropriations for closeout – Discussion and possible vote

Holder presented a spreadsheet, sent electronically to BoPW Members, listing DPW and Water Fund capital projects. He explained that he had been asked to review the list with regard to closing out projects which were completed. The Finance Department intend to send such a list to Department Directors quarterly for review. Holder pointed out five projects which were no longer active (completed), yet had surplus funds remaining.

Lewis made a motion to turn back the surplus capital appropriations.

Lowery 2nd, and a roll call vote was taken.

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

Items Not Included in the Packet for Discussion

- Capital Project Activity Report re: DPW and Water Fund

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

Lewis reported that he had worked on the letter outlining the reasons for the FY21 water rates increase and sent it to Holder for inclusion on the DPW website. In addition he had also revised the letter drafted for new residents introducing them to the Transfer Station. He had sent this to Holder for inclusion in the new resident welcome packs.

The Board actioned Holder to arrange a meeting at noon on the day of the Town Meeting (9/12/2020) to allow a final deliberation before the start of the Annual Town Meeting at 12:30 PM.

Holder reminded the Board that the annual report was due. Lowery has worked on this in the past. Lowery agreed to prepare it as previously agreed.

Review and Approve the Minutes of the 8/10/2020 Meeting

Mishara made a motion to approve the minutes of the 8/10/2020 meeting as amended. Lewis 2nd, and a roll call vote was taken.

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

Items Included in the Packet for Discussion
- 8/10/2020 BOPW Meeting Minutes Draft

Adjourn

Mishara made a motion to adjourn. Wegerbauer 2nd, and a roll call was taken.

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

Meeting adjourned at 6:34 PM.

Respectfully submitted,
Anita Martin
Business Manager

BoPW Meeting 9/29/2020

Set Future Meeting Dates

BoPW Meeting 9/29/2020

Adjourn