

**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:	May 10, 2021
TIME OF MEETING:	5:00 PM
PLACE OF MEETING:	TOWN BUILDING (REMOTE) 41 Cochituate Road, Wayland, MA 01778

AGENDA

Note: Items may not be discussed in the order listed or at the specific time estimated. Times are approximate.

*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/98442984645?pwd=ajNsUXJoZzdBMVJRMmloV1A3ZHErUT09> PW: 438508

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

Public Comment will be received through Zoom** for this meeting.

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 Meeting Information, Remote Roll Call & Announcements
- 5:02 Public Comment
- 5:05 Water Abatement – 274 Cochituate Road – Discussion and Possible Vote
- 5:15 PFAS – Discussion
 - Remediation – Status & Plan
 - Distribution/Rebate – Status & Plan
 - Public Communication – Status & Plan
 - PFAS WG Update
- 5:35 Water Rates – Discussion
- 5:45 Town Articles – Discussion and Possible Vote
- 5:55 Traffic Calming Policy Update – Discussion and Possible Vote
- 6:00 Director's Operational Report
 - Wireless Meter Reading Project - Update
- 6:15 March Financials

- 6:25 Board Members' Reports, Concerns and Updates
 - Tree Hearing – Discussion
- 6:45 Topics Not Reasonably Anticipated by the Chair 48 Hours Prior to Posting, if any
- 6:50 Review and Approve Minutes of the 4/27/2021 Meeting
- 6:53 Set Future Meeting Dates
- 6:55 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

BoPW Meeting 5/10/2021

**Meeting Information, Remote Roll Call,
& Announcements**

BoPW Meeting 5/10/2021

Public Comment

Martin, Anita

From: Michael Wegerbauer <mwegerbauer@yahoo.com>
Sent: Tuesday, May 4, 2021 1:56 PM
To: Wegerbauer, Michael B; lynchultz@aol.com
Cc: Miller, Louise; Karlson, Cherry; Fay, Thomas; cdamico11@yahoo.com; gs@slgboston.com; Holder, Thomas; Martin, Anita
Subject: Board of Public Works May 10 Meeting/Agenda Request
Attachments: Subdivision Approval - June 23, 2000.pdf; Irrigation Requirements and By-Law.pdf; Pear Tree Photo - 4 Spencer Circle.PNG; Swale - 6 Spencer Circle.jpg

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

Hi Evelyn,

We have not re-voted the Spencer Circle approval, and I don't anticipate re-voting that prior to Town Meeting as the Planning Board did not feel that a vote was required to approve the the report their chair had sent to me, and I had already accepted that as the Planning Board's non-binding report. As nothing has changed on that front, I feel that a re-vote would not likely result in any changes.

Regarding your technical question, I will defer to Louise who can have one of our moderators get back to you. I believe they can activate you during Public Comment so that both your mic and camera work, but I may be wrong.

* Zoom/Camera Protocol: We regularly participate in Zoom calls with the camera feature. As we were not seen while speaking at the Board of Public Works meeting on April 13, please advise how we can be seen while speaking at the May 4 meeting.

Best,

Mike

On Monday, May 3, 2021, 11:56:41 AM EDT, <lynchultz@aol.com> wrote:

Dear Chair Wegerbauer,

Thank you for your email. Yes, please move our request to the Monday, May 10 BoPW Meeting as an agenda item.

As promised, I have attached the following four items to be included in the board's packet:

1. Planning Board Approval of the Spencer Circle Subdivision - June 23, 2000
2. Town of Wayland Irrigation Bylaws
3. Photograph of Pear tree & grate - 4 Spencer Circle
4. Photograph of property being described as "swale" - 6 Spencer Circle

Would you please advise whether there has, as yet, been a revote in connection with the layout so as to include affirmative votes from either Board Member Lowery and/or Board Member Lewis as was intimated by them at the Board's April 13 Meeting. If not, do you anticipate that this will occur prior to Town Meeting?

Finally, would you please advise re the Zoom/Camera protocol that I had addressed in my April 30 email.

Thank you,
Evelyn Schultz

-----Original Message-----

From: Michael Wegerbauer <mwegeberbauer@yahoo.com>

To: mwegeberbauer@wayland.ma.us <mwegeberbauer@wayland.ma.us>; lynschultz@aol.com <lynschultz@aol.com>

Cc: lmiller@wayland.ma.us <lmiller@wayland.ma.us>; ckarlson@wayland.ma.us <ckarlson@wayland.ma.us>; tfay@wayland.ma.us <tfay@wayland.ma.us>; cdamico11@yahoo.com <cdamico11@yahoo.com>; gs@slgboston.com <gs@slgboston.com>

Sent: Sun, May 2, 2021 1:31 pm

Subject: Board of Public Works May 4 Meeting/Agenda Request

Hi Evelyn,

Thanks for your message. Note that our May 4th meeting is a tentative meeting, meaning, if we don't have anything available yet to vote on for the temporary PFAS solution, we will not be meeting. I suggest that I request this be put into our May 10th full meeting packet. Please let me know your thoughts.

Best,

Mike

On Friday, April 30, 2021, 10:57:24 AM EDT, <lynschultz@aol.com> wrote:

Dear Chair Wegerbauer:

Thank you for your email. Please see attached letter in response to your request and contact me if there are questions and/or issues.

Thank you,
Evelyn Schultz

-----Original Message-----

From: Michael Wegerbauer <mwegeberbauer@yahoo.com>

To: mwegeberbauer@wayland.ma.us <mwegeberbauer@wayland.ma.us>; lynschultz@aol.com <lynschultz@aol.com>

Cc: lmiller@wayland.ma.us <lmiller@wayland.ma.us>; gs@slgboston.com <gs@slgboston.com>

Sent: Tue, Apr 27, 2021 2:05 pm

Subject: Board of Public Works Meeting/Request to Address Lewis & Lowery Presentations

Hi Evelyn,

Thanks for your message. Regarding your question, you can speak in the Public Comment portion at any of our meetings and/or send us a memo or bulleted list of the statements and corrections if you'd like. If you send any document well enough in advance, we can put that in the board's packet for the meeting, which is also made public prior to our meetings. Verbal comments are typically limited to no more than 3 minutes during Public Comment, and because we are currently focused on the PFAS issue right now, we'll likely stick to that so that we can spend sufficient time on PFAS remediation options.

Best,

Mike

On Monday, April 26, 2021, 05:19:16 PM EDT, lynschultz@aol.com <lynschultz@aol.com> wrote:

Dear Chair Wegerbauer:

After speaking with Director of Public Works, Tom Holder, and completing some research, Gordon and I would like to be given the opportunity to address and correct certain erroneous and also misleading information stated by Board Members Clifford Lewis and Michael Lowery at the March 9 and April 13 BoPW meetings.

Please advise how this can be achieved and at which of the next Board Meetings we will be allowed to do so.

Evelyn Schultz

BK31820PG584



**TOWN OF WAYLAND
MASSACHUSETTS
01778**

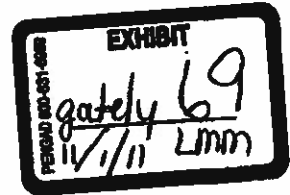
PLANNING BOARD

TOWN BUILDING
41 COCHITUATE ROAD
TEL. (603) 350-7701
www.wayland.ma.us

**TOWN OF WAYLAND PLANNING BOARD
SPENCER CIRCLE DEFINITIVE SUBDIVISION
DECISION OF APPROVAL WITH CONDITIONS**

CO JUN 23 PM 2:12

TOWN CLERK



Date: June 23, 2000

This is to certify that at the Wayland Planning Board meeting held on May 23, 2000, the Board considered the following definitive subdivision:

Applicant: Heritage Properties, Vincent D. Gately, President

Owner of Property: Joan and Linda Spencer

Subject Premises: 267 Main Street

Map: 47B **Lot:** 61 and 62

Lot Size: 4.15 acres

Zoning District(s):

- Residential 20, Minimum 20,000 square feet, and 120 feet of frontage
- Aquifer Protection District

Requested Action: Approval of the submitted five (5) lot definitive subdivision application; Lot 1 to consist of 20,199 square feet, Lot 2 to consist of 25,366 square feet, Lot 3 to consist of 24,954 square feet, Lot 4 to consist of 57,322 square feet, and Lot 5 to consist of 22,644 square feet, and retain the proposed drainage easement.

Planning Board Members Voting on Application in Question: George Ives, Chairman; Gretchen Schuler, Vice-Chair; David Todd; Maureen A. Cavanaugh; and Joseph McGrail.

General Information and Decision: The application was received by the Clerk's Office on September 8, 1999. The application was not considered to be complete until January 14, 2000. The public hearing began on November 16, 1999, and continued on December 7, 1999, January 4, 2000, January 18, 2000, February 3, 2000, and closed on February 15, 2000 at which time a decision to disapprove the application for subdivision was made by a 4 to 0 vote with one abstention, David Todd. The Board voted to disapprove the application due to the failure to meet the sight distance standards required from the proposed road along Main Street. The Board informed the applicant at the public hearing and through its consultant that the sight distance along Main Street of 300 feet from the subdivision road has not been met and that the Board measures sight distance using the customary practice as described in Paul

PLD 89/14/00 03:59:56 673 17.00

PL # 1024
SEE PLAN RECORD BOOK 31820 PAGE 578

EXHIBIT "C"
(11 PAGES)

Marchionda's letter of February 11, 2000. Sight distance is a critical safety issue, thus, necessary to a successful subdivision plan.

Further the Board agreed to accept a resubmission at any time provided that the re-submission is substantially the same as this application with a compliant sight distance of 300 feet south along Main Street. Said re-submission also must include additional design of the overflow drainage system as recommended by Paul Marchionda and referenced in Trowbridge letter to the Board of Health, dated January 18, 2000, with all aspects of the re-submission subject to review by Marchionda and review by and approval of the Planning Board.

The subdivision plan was resubmitted March 2, 2000 and a public hearing was held April 18, 2000. The hearing was continued to May 2, 2000. As a result of discussion regarding site distance, a site visit was arranged for May 11, 2000 and the Planning Board hired VHB to conduct an independent site distance assessment. The public hearing was continued to May 23, 2000. VHB concluded that the proposed development met the 300 feet site distance requirement in accordance with Town Regulations. The hearing was closed on May 23, 2000 at which time a decision to approve with conditions the application for subdivision was made by a 4 to 0 vote with one abstention, David Todd.

I. Subdivision plan submitted for approval

1. Entitled - Definitive Subdivision Plan of "Spencer Circle" in Wayland, Massachusetts.
2. Survey Prepared by - Joseph J. Tauper, No. 31728.
3. Engineering Prepared by - William J. Cundiff, No. 39037, ENCON, 68 Windsor Ridge Drive, Whitinsville, Massachusetts, 01588.
4. Dated - August 6, 1999, with revisions on October 25, 1999, December 3, 1999, December 23, 1999, and January 13, 2000, the final revision showing a reduction to five lots.
5. Comprised of six (6) sheets as follows
 - a. Sheet 1 of 6 - "Existing Conditions Plan"
 - b. Sheet 2 of 6 - "Proposed Lot Configuration"
 - c. Sheet 3 of 6 - "Proposed Road Grading and Alignment"
 - d. Sheet 4 of 6 - "Storm Drainage and Utility Plan"
 - e. Sheet 5 of 6 - "Roadway Profile and Details"
 - f. Sheet 6 of 6 - "Miscellaneous Details"
6. Proposed Street Name - Spencer Circle

NOTE: All of the plans, reports, documents and other material submitted in support of the both applications are incorporated into this decision and shall be considered, part of the submission.

II. INFORMATION SUBMITTED ON BEHALF OF THE "HERITAGE PROPERTIES SUBDIVISION"

1. Reports and other technical material relevant to the definitive subdivision application:

- Definitive subdivision plan, prepared by ENCON dated August 6, 1999, with Revision #1 dated October 25, 1999, Revision #2 dated December 3, 1999, Revision #3 dated December 23, 1999, and Revision #4 dated January 13, 2000 and stamped received January 14, 2000 [Final revision showing a five lot subdivision.];
- Planning Board Staff Report, prepared by the Town Planner, and dated November 16, 1999, December 7, 1999, January 18, 2000, and February 3, 2000.
- Definitive Subdivision Plan for Spencer Circle Wayland, Massachusetts prepared by ENCON Engineers & Contractors, Inc. dated August 24, 1999, including application and supporting materials for road construction and drainage design, and other information relevant to application.
- Definitive Subdivision Plan for Spencer Circle, Wayland Massachusetts Revisions to Drainage, Stormwater Management, and Waste Water Management Design, prepared by ENCON, Engineers and Contractors, Inc. and dated December 29, 1999.; (Revised per November 9, 1999 Letter).
- Two Plans dated February 4, 2000 titled "Proposed Intersection Alignment, Spencer Circle Definitive Subdivision" and "Main Street Profile, Spencer Circle Definitive Subdivision"

2. Documents including application and minutes regarding the definitive subdivision application:

- Form "C" – Application for Approval of Definitive Plan, dated August 24, 1999, and stamped received by the Town Clerk on September 8, 1999, at 2:04 PM;
 - Form "D" – Designer's Certificate, dated August 20, 1999;
 - Form "F" – Certified List of Abutters, dated August 16 1999;
 - Form "K" – Board of Health Receipt for Definitive Subdivision Plan, dated August 30, 1999;
 - Form "O" – Environmental Data Form, dated August 24, 1999
 - Planning Board Meeting minutes of February 3, 2000;
 - Planning Board Meeting minutes of January 18, 2000;
 - Planning Board Meeting minutes December 7, 1999;
 - Planning Board Meeting minutes of November 16, 1999
 - Land Use Technical Review Committee minutes of February 2, 2000
-

3. Documents including memos, letters, reviews and others information regarding the definitive subdivision application.

- Faxed memo dated May 23, 2000 from Jack Lydon with VHB regarding site distance analysis.
 - Memo dated February 11, 2000, from Paul Marchionda, P.E. to the Planning Board Members, concerning his review of "Proposed Intersection Alignment Plan" and "Main Street Profile Plan" in consideration of road alignment and sight distances;
 - Handwritten memo dated February 3, 2000 from Brian Lafferty extending the decision date to February 23, 2000.
 - Memo dated February 3, 2000, from the Board of Health to the Planning Board reporting receipt of ENCON drainage design response to initial review by Board of Health consultant, Trowbridge Engineering.
 - Memo dated February 2, 2000, from Fire Chief Murphy to the Planning Board regarding Spencer Circle.
 - Memo dated January 19, 2000 from Edward Pimentel, Town Planner to Judith St. Croix, Town Clerk deeming the Spencer Circle Subdivision complete.
 - Letter dated January 18, 2000 from Trowbridge Engineering Company to the Board of Health reviewing drainage calculations for Spencer Circle Subdivision.
 - Memo dated January 14, 2000, from the Town Planner to Conservation Administrator, Water Superintendent, Highway Director, and Director of Public Health distributing new subdivision plans showing five lots.
 - Memo dated January 3, 2000 from Edward Pimentel, Town Planner to Carol Gumbart, Conservation Administrator, Don Hollender, Water Superintendent, Tom Duhani, Highway Director submitting revised Spencer Circle subdivision plans for review.
 - Memo dated December 30, 1999 from Town Planner to Planning Board informing members of reduction from six lots to five lots.
 - Faxed memo dated December 30, 1999 from Heritage Properties to Wayland Planning Board requesting continuance of hearing in order to submit new plans reducing subdivision from six to five lots.
 - Faxed memo dated December 30, 1999 from Paul Marchionda to Edward Pimentel confirming receipt of new plans and confirming cancellation of appearance meeting on January 4, 1999.
 - Fax dated December 15, 1999, from Brian Lafferty to Town's fax number showing underscored sections of the Subdivision Control Law.
 - Memo dated December 7, 1999 from Town Planner to Conservation Administrator, Fire Chief, Water Superintendent, Highway Director, Director of Public Health forwarding revised subdivision plan.
 - Memo dated December 7, 1999, from Brian Lafferty of Heritage Properties to the Wayland Planning Board asking for a continuance of scheduled hearing and a request to extend the decision date to February 9, 2000.
-

- Memo dated December 1, 1999, from Carol Gumbart, Conservation Commission to Ed Pimentel, Town Planner Issuing the Conservation Commission's comments about the Spencer Circle Definitive Subdivision.
 - Letter dated November 29, 1999, from John Inferreri of 261 Main Street to the Planning Board reiterating his concerns about the proposed subdivision.
 - Letter dated November 16, 1999, from David Schofield, Health Agent, to Planning Board commenting on Board of Health review of potential supporting septic systems for the proposed lots.
 - Memo dated November 12, 1999 from Fire Chief Murphy to Ed Pimentel, Town Planner commenting on Site Plan for "Spencer Circle".
 - Letter dated November 9, 1999, from Paul Marchionda to Planning Board Members commenting on revised plans dated October 25, 1999 and revised Plan information dated October 22, 1999.
 - Memo dated November 4, 1999 from Edward Pimentel, Town Planner to Carol Gumbart, Conservation Administrator, Michael Murphy, Fire Chief, Steve Calichman, Director of Public Health, Don Hollender, Water Superintendent, Toma Duhani, Highway Director submitting revised subdivision plan asking for comments for November 16, 1999 hearing date.
 - Letter dated October 20, 1999, from Edward Pimentel to Vin Gately, President of Heritage Properties stating Public Hearing date and compliance with notification procedures.
 - Letter dated October 20, 1999, from Edward Pimentel to William J. Cundiff, PE stating Public Hearing date and compliance with notification procedures.
 - Letter dated October 20, 1999, from Edward Pimentel to Judith St. Croix, Town Clerk stating Public Hearing date and compliance with notification procedures and that the application was submitted to Clerk's office on September 8, 1999 is still incomplete.
 - Letter dated September 30, 1999 from Edward Pimentel, AICP, Town Planner William J. Cundiff, PE regarding Bessie K. Spencer; Spencer Circle Subdivision as a reminder of the items missing from the submitted definitive subdivision plans and necessary to make the application complete.
 - Letter dated September 14, 1999 from Paul Marchionda to Wayland Board Members explaining his review of subdivision plans for Spencer Circle listing twenty-seven (27) items that need to be addressed.
 - Letter dated September 10, 1999 from Edward Pimentel, AICP, Town Planner to Paul Marchionda, PE regarding applicant's engineer's decision to wait for Mr. Marchionda's comments before revising plans.
 - Letter dated September 9, 1999 from Edward Pimentel, AICP, Town Planner to Paul Marchionda, PE directing him to proceed with review of plans for Spencer Circle Subdivision which is not complete but was received by the Town Clerk.
 - Letter dated August 30, 1999 from Edward Pimentel, AICP, Town Planner to William J. Cundiff, PE stating that application for Spencer Circle Subdivision is not complete and listing missing information.
 - Fax dated August 30, 1999 from Ed Pimentel to Paul Marchionda, PE requesting review of Spencer Circle Subdivision plans mailed 8/27/99.
-

- Memo dated August 27, 1999 from Ed Pimentel, Town Planner to Daniel Bennett, Building Commissioner, Carol Gumbart, Conservation Administrator, Alfred Berry, Town Surveyor, Michael Murphy, Fire Chief, Don Hollender, Water Superintendent, Toma Duhani, Highway Director, Molly Reed, Assistant Assessor, Gerry Galvin, Police Chief submitting incomplete application for review.
- Letter dated August 27, 1999 from Ed Pimentel, Town Planner to Paul Marchionda, P.E. forwarding two copies of Spencer Circle Subdivision plans and associated material requesting review.
- Letter dated August 27, 1999 from Ed Pimentel, Town Planner to Steve Calichman, Director of Public Health forwarding plans for Spencer Circle Subdivision and information about Form "K".

III. WAIVERS REQUESTED AND REASONS FOR REQUEST

The applicant requested the following waivers from the Board's subdivision regulations:

1. Section III.B.3.P. - Required soil testing of individual septic disposal systems.

Applicant's Reasoning - Soil testing has been performed throughout the site. This testing provides a representation of the onsite soils. Final testing will be performed upon approval of the final lot configuration.

2. Section III.B.3.x. - Required federal, state and local permits to be received within seven days of the Definitive Plan submission.

Applicant's Reasoning - Final Permit Applications shall be submitted upon approval of the definitive subdivision plans.

3. Section III.B.4f and 4i- Required linestyles and colors on roadway profilevment width of twenty-two (22) feet, however, the proposal is for twenty (20) feet

Applicant's Reasoning - A waiver of the line colors for pens is requested. Different linestyles will be used to distinguish different lines.

4. Section IVB.2. - Requirement of 22-foot pavement width of subdivision road.

Applicant's Reasoning - A waiver from the 22 foot minimum is requested. A Pavement Width of 20 feet is proposed to comply with Planning Board requests.

5. Section V.3. - Requirement of Type VA-4 Granite Curbs in specified areas.

Reasoning - Granite curbing with inlets will be provided at all catch basin locations along the road and at the curb radii at the subdivision entrance and at the cul-de-sac entrance,

only. The granite curb will extend six feet beyond the points of curvature and points of tangency. Bituminous Cape Cod berms are proposed at all other locations.

6. Section VB.5c – Requirement of concrete block/masonry catch basins.

Applicant's Reasoning - A waiver from the masonry style manhole is requested. Pre-cast structures are proposed.

IV. STANDARD CONDITIONS

1. There shall be full compliance with all of the changes and revisions depicted on the final paper print plans plus all of the standard conditions cited herein; all of which shall appear on the final revised endorsed mylar plans. Failure to so comply shall be cause for rescission of this decision. All references to specific lots shall coincide with the designated numbers as shown on Sheet 1 of 1 - Definitive Plan, of the "Definitive Subdivision Plan of Spencer Circle", dated revised through March 2, 2000. The standard conditions of this decision are as follows:

- a. Planning Board approval is subject to the requirements and conditions of the Board of Health.
- b. If there is no appeal of this decision, the reproducible set of the subdivision plans shall be revised as required by this Approval (with Conditions and Modifications) and returned to the Planning Board within fifteen (15) calendar days after the expiration of the appeal period and notification to the Planning Board by the Town Clerk that no appeal has been filed. If there is an appeal, the applicant shall consult with the Planning Board regarding the resolution of the appeal and relevant timetables. The revised reproducible plans shall be endorsed by the Planning Board, after it determines that they comply with this Approval (with Conditions and Modifications); and after receipt of two certified or bank checks made out to the Town of Wayland as follows: \$5,000 for the inspection fee deposit required by Section VI.D. of the "Subdivision Regulations;" and the balance of the review fee, if any, as required by Sections III.B.2.b.4) and 5).
- c. A properly executed Form 1, Approval with Covenant Contract, or its equivalent shall be submitted in a form acceptable to the Planning Board.
- d. This Approval with Conditions and Modifications, the revised and endorsed plans, and the Form 1, Approval with Covenant Contract, or its equivalent, if applicable, all properly executed, shall be recorded and registered, as appropriate, at the Middlesex South District Registry of Deeds within fifteen (15) calendar days after the revised plans are endorsed by the Planning Board; and within the same fifteen (15)-day period one reproducible set and ten (10) sets of blue line prints of the fully endorsed revised plans, plus a copy of the layout plan

in electronic form (*.DXF File Format) suitable for use by the Town Surveyor, shall be returned to the Planning Board, together with documentation verifying that said recording(s) have been completed, noting the specific location (referenced by deed book and page, etc.) where said document(s) and plans have been recorded, and the date of recording; all recording information shall be attached to said notification. Neither the entire subdivision, nor any portion thereof, to include any lot or lots, shall be sold or offered for sale until said notification occurs.

- e. Each and every owner or owners of the lots shall be jointly and severally responsible and liable for the costs of the maintenance, snow plowing, repairs and construction of Spencer Circle and all services the installation of which is required in connection with this approval, or which may be installed at any time, including, without limitation, maintenance, repair and reconstruction of roadways, water, sewer and drainage facilities and other utilities, as and whenever necessary, and including all actions of any kind or nature necessary or appropriate in order to maintain Spencer Circle in a good safe and passable condition, providing access from each lot in a public way, and to provide adequate services to said lots, all in accordance with these conditions. For purposes hereof, owner shall mean the record owner of the said lot or lots as of the date that maintenance, repair or reconstruction work as the case may be is begun. All such maintenance, etc. shall be done under the supervision of the appropriate Town department, and shall comply with and conform to all requirements of the Town of Wayland and other requirements imposed by law or governmental authority. The Town of Wayland and its designees shall have the right to enter upon Spencer Circle for all purposes for which ways are used in the Town of Wayland. These conditions shall apply until the road is accepted as a public way.
- f. No proposal that Spencer Circle become a public way shall be presented to the Planning Board unless said proposal is for a street to be constructed to fully comply with the Planning Board's Subdivision Regulations in effect at the time such proposal is made, subject to duly approved waivers as provided by law and said regulations. This requirement shall be imposed through a restrictive covenant worded as stated herein. This restrictive covenant shall run with the land and be referenced in the title to each lot. If the Town of Wayland accepts Spencer Circle as a public way at any time, then the provisions hereof applicable to ownership and maintenance of Spencer Circle shall thereafter terminate.
- g. The respective owner or owners of the lots shall not use or permit use of Spencer Circle for any purpose other than ingress and egress from the lots by the residents of the lots and their guests and invitees, such use to be limited to pedestrian and private passenger vehicular traffic as is necessary from time to time in cases of emergency, delivery or customary and usual household services and equipment or in connection with the maintenance, repair or reconstruction of Spencer Circle and services installed thereon and thereunder. No owner or owners of any lot shall

park or cause to be parked any motor vehicle on Spencer Circle in such a way as to impede or obstruct the passage of pedestrian or vehicular traffic on Spencer Circle.

- h. Any and all maintenance, repair or reconstruction work performed on or to Spencer Circle or in connection with services installed thereon or thereunder by or at the direction of any owner or owners of the lots as provided herein shall be carried out so as to ensure that no fill material nor any products of excavation or erosion resulting from or arising in connection with such work shall be discharged into the storm drainage system or wetlands, and soil and other materials or debris shall be removed from the site only to the extent necessary in connection with such work and the construction of the subdivision.
 - i. The construction of all ways and the installation of all associated municipal services shall be completed in accordance with the "Subdivision Regulations of the Planning Board" in effect on January 14, 2000, as conditioned and modified by the Planning Board in this Approval (with Conditions and Modifications) (January 14, 2000 being the date the definitive subdivision application was accepted as being complete).
 - j. The construction of all ways and installation of all associated municipal services shall be completed within two (2) years from the date of this Approval (with Conditions and Modifications), unless a request for an extension thereof is filed with, and approved by, the Planning Board. Failure to so complete the ways and municipal services shall be cause for rescission of this Approval (with Conditions and Modifications).
 - k. At least one (1) week prior to construction of the right-of-way and associated utilities, the Planning Board, Highway Department, Conservation Commission, Board of Health, Fire Department, Water Department, Building Department, and Wayland's Engineering Consultant shall be notified in writing of the construction commencement date and schedule, so that pre-construction conferences between the developer, his engineers and contractors, and all involved town agencies can be scheduled to discuss construction schedules, standards, and compliance with Town regulations. The Planning Board or its agent must be contacted for the required inspections throughout the development of the project.
 - l. The water distribution system shall be installed in accordance with the requirements of the Water Department. One (1) week's notice shall be given to the Water Department before work on the ground commences. Specific cross-section details will be determined at the time of construction. Upon completion of the work, the connections shall be chlorinated and pressure tested, one hundred fifty (150) pounds for thirty (30) minutes. Samples for coliform bacteria must pass state (DEP) standards before any connections are made.
-

- m. Prior to final release of the lots shown on the plans, or, if appropriate other security has already resulted in the release of said lots, prior to the release of said other remaining security, one reproducible copy, ten (10) blue line print copies, and an electronic copy (*.DXF File Format) of an "as built" plan shall be submitted to the Planning Board or its agent. Said "as built" plan shall be suitable for locating all subdivision improvements required by this decision, both above and below ground. Said plan shall include sufficient elevations so that the Town can verify that improvements will perform as designed and approved. Said plan shall clearly indicate all deviations from the approved subdivision plans. No deviations from the approved subdivision plans shall be allowed or commenced without prior written approval from the Planning Board or its agent. All such deviations shall be requested in writing, clearly citing justifications for said deviations.
- n. Prior to final release of the performance guarantee, any construction, drainage, trail, perimeter, and building envelope easements shall be approved by the Planning Board, and fully executed and recorded.
- o. All utility poles shall be removed, and all utilities shall be installed underground.
- p. The applicant agrees as a condition of approval (with conditions and modifications) that in any sale or transfer by the owner or any successor owner of the lots, the deed or other instrument shall refer to and incorporate by reference hereto all conditions set forth herein.
- q. No lot shall be further divided so as to create additional lots suitable for subdivision; that is, the subdivision is limited to 5 dwelling lots.

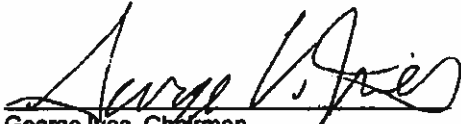
V. SPECIAL CONDITIONS/ WAIVERS GRANTED

The Planning Board has granted the following waivers as part of its approval.

- a) Granite curbing with inlets will be provided at all catch basin locations along the road and at the curb radii at the subdivision entrance and at the cul-de-sac entrance, only. The granite curb will extend six feet beyond the points of curvature and points of tangency. Bituminous Cape Cod berms are proposed at all other locations.
 - b) Pavement width is approved to be reduced from 22 feet to 20 feet.
 - c) The requirement for streetlights is waived, no streetlights shall be installed;
 - d) Final soil testing for septic systems will be performed upon approval of the final lot configuration.
 - e) A waiver from the masonry style manhole is granted. Pre-cast structures are permitted.
-

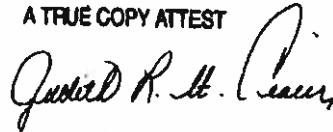
VI. FINAL REQUIREMENTS

The provisions of this decision shall be binding upon every owner or owners of each of the lots as shown on the plans, and the executors, administrators, heirs, successors and assigns of such owners, and the obligations and restrictions herein set forth shall run with said land in full force and effect for the benefit of and enforceable by the Town of Wayland. A revision date for the revised plans and professional registration stamp that reflects all changes, revisions, and modifications are to be applied to the final mylar plans.


George Ives, Chairman
Planning Board

Date signed: 6/23/00

A TRUE COPY ATTEST



TOWN CLERK
TOWN OF WAYLAND



**IMPORTANT NOTICE FROM WAYLAND BOARD OF PUBLIC WORKS
OWNERS OF UNDERGROUND LAWN IRRIGATION SYSTEMS
PLEASE READ!**

REQUIREMENTS FOR UNDERGROUND LAWN IRRIGATION SYSTEMS

Underground lawn irrigation systems connected to the public water supply are regulated under Town of Wayland Bylaw Chapter 191, adopted by Annual Town Meeting on April 3, 2003.

Pursuant to the Board of Public Works' authority under the Bylaw and to preserve and maintain the public water supply for the citizens of the town, no later than January 1, 2015, all lawn irrigation systems connected to the public water supply must have an approved lawn irrigation system application on file with the Department of Public Works (DPW), located at Town Office Building, 41 Cochituate Road, Wayland. In addition, please note that:

- Existing underground lawn irrigation systems which do not have an approved application on file must either:
 - furnish a copy of the original approved application to the DPW; or
 - file a no-fee application with the DPW on or before December 31, 2014.
- Starting in 2015, underground lawn irrigation systems connected to the public water supply which do not have an **approved application** on file with the DPW may not be operated and may be subject to fines and notice of termination of water services under §191-10 of the Bylaw.
- Underground lawn irrigation systems installed after April 3, 2003 connected to the public water supply must also meet "System requirements" under the Bylaw (*including an approved backflow device, rain gauge, moisture detector, automatic timer and shut-off valve*) and may be subject to fines and notice of termination of water services under §191-10 of the Bylaw until brought into compliance. An **approved application and permit** on file with the DPW is proof of compliance.

See <http://www.ecode360.com/12285652> for a complete copy of the Bylaw, including system requirements and penalties.

[HISTORY: Adopted by the Annual Town Meeting of the Town of Wayland 4-3-2003 by Art. 24. Amendments noted where applicable.]

GENERAL REFERENCES

Water — See Ch. 190.

Water Department Regulations — See Division 4.

§ 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.

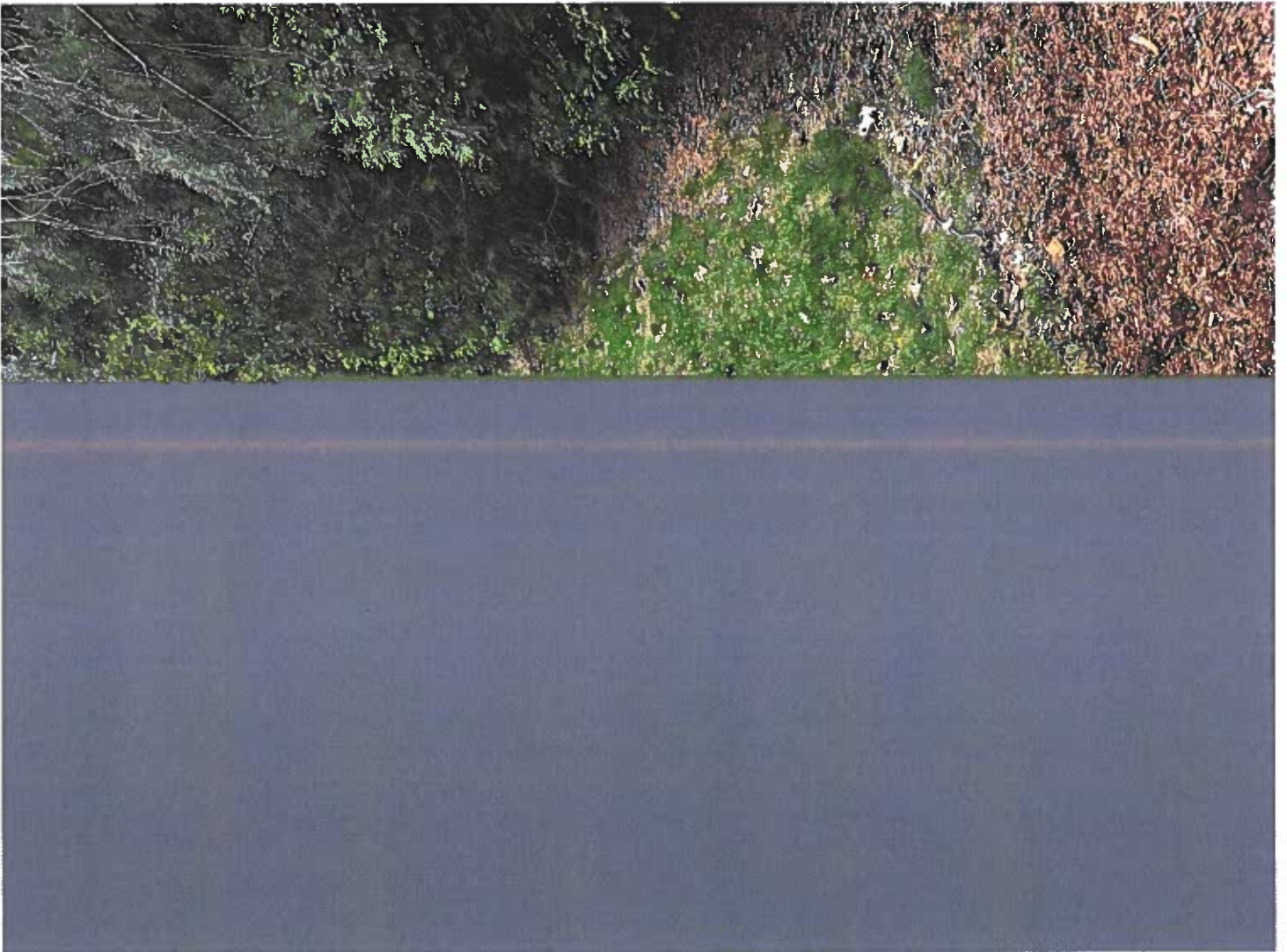
Any person violating this bylaw shall be subject to the following:

- 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 5/10/2021

Water Abatement

Peters, Kristen

From: [REDACTED]
Sent: Friday, March 12, 2021 12:12 PM
To: Peters, Kristen
Subject: My water bill- is an abatement possible?

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

We spoke earlier today. MY address is 274 Cochituate Road.

I received a call months ago from the water department that my water usage was very high. I do not have a sprinkler and I have no flowers to water. I hired a plumber to come look at the problem immediately and he found a basement toilet running too much (nobody used it in a while), so he replaced and fixed the problem, looked at the other toilets and found nothing wrong.

I should have sent you the bill then but like everything else in the pandemic, it slipped my mind.

So you said you would talk to your supervisor and let me know what could be done to lower the bill.

You can reach me at [REDACTED] my cell phone

Thank you
[REDACTED]

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

This email is intended for the confidential use of the addressees only. Because the information is subject to the attorney-client privilege and may be attorney work product, you should not file copies of this email with publicly accessible records. If you are not an addressee on this email or an addressee's authorized agent, you have received this email in error; please notify us immediately at 617-623-4600 and do not further review, disseminate or copy this email. Thank you.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]



WATER ABATEMENT REQUEST

BOPW Meeting / Date Scheduled: 5 / 10 / 2021

Name: [REDACTED] Acct Number [REDACTED]

Address: 274 Carbituate Rd Phone [REDACTED]

Billing Date 9/23/20 Usage 44,200 Water Charge \$ 6105.51

REASON Leaking toilet.

Adjust/Usage:

Avg usage is 8,100 CF
44,200 - 8,100 = 36,100 Abate down to 8,100 CF

Adjust/\$\$:

87.75 + 115.95 + 450.50 = \$ 654.20

\$ 6105.51 - 654.20 = 5,451.31

Abate \$ 5,451.31

COMMENT/NOTE:

Leaking toilet repaired

Brian W. checked for leaks on 4/12/2021. There are NO
leaks at present. Read was 2224.

APPROVED _____ DENIED _____

BOPW: _____

DPW Director: _____ APPROVED _____ DENIED _____ / / 2021



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

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

UTILITY BILL
Customer Copy

Keep this portion for your records

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

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

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

274 COCHITUATE ROAD
WAYLAND, MA 01778

CUSTOMER NAME		SERVICE ADDRESS		PARCEL IDENTIFIER		BILL NUMBER		
[REDACTED]		274 COCHITUATE ROAD		43008		19041		
BILL DATE		ACCOUNT NUMBER		WASTEWATER DESIGN FLOW (Gal/Day)		DUE DATE		
09/23/2020		[REDACTED]				10/26/2020		
CHARGE DESCRIPTION		PREVIOUS READ DATE	CURRENT READ DATE	PREVIOUS READ	CURRENT READ	USAGE (Cubic Feet)	READ TYPE	CHARGE AMOUNT
RESIDENTIAL WATER		03/03/2020	09/08/2020	168500	212700	44200	A	\$6,135.51

CYCLE	USAGE (Cubic Feet)	CYCLE	USAGE (Cubic Feet)	READ CODE	Total Current Billing	\$6,135.51
09/20	44200	03/17	1300		Previous Balance	\$237.54
03/20	3100	09/16	1700	A = Actual	Less Payments Received	\$0.00
09/19	10300	03/16	1500	E = Estimate	Adjustments	-\$192.54
03/19	4100	09/15	4700	F = Final	Interest	\$333.31
09/18	12100	03/15	8300	W = Water	Total Amount Due	\$6,513.82
03/18	2100	10/14	4500			
09/17	1900					

IF YOUR WATER BILL IS NOT PAID IN FULL WHEN DUE, YOU WILL BE CHARGED
INTEREST AT THE RATE OF 14% PER YEAR AND COLLECTION COSTS

✂ DETACH AND RETURN THE PORTION BELOW WITH YOUR PAYMENT ✂

274 COCHITUATE ROAD
WAYLAND, MA 01778

UTILITY BILL

Remittance Portion

Account Number: 0900040
Customer Number: 7201763
Bill Number: 19041
Due Date: 10/26/2020
Total Due: 6,513.82

Service Location
274 COCHITUATE ROAD

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

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

11806042021400019041300006513824

1871

1872

1873

CALL DATE: 4/11/21

ACCOUNT #:

Call Taken by:

Kristen

DPW/WATER DIVISION

Job Date: Monday

Day: 4/12/21

Time: 9:00

Owner's Name:

Contact Name:

Property Address: 274 Commonwealth Rd

New Owner's Name:

Home Phone:

Reason for Call: Mark Out

Final
Closing Date:

Fix TPMXU - GET Read

getting a different please make sure no leaks

* Please make sure this info gets to Anita today!
- Thank you.

Conclusion:

4.12.21 Site visit confirmed - No leaks found - Read 2224

Meter Information	Existing	Removed	Installed
ID #:	11576204		
MXU #:			
Last Read:	326 3/19/21		
TP Location:	21 ft + 1/2 way		
Meter Location:			
Meter Size:	2 1/2		
Water Off?			
Tag #:	53670309		

CURRENT/FINAL READ:

Color & Type of Building:

Color: white

RES APT CONDO BUSINESS

Grounded: Y/N

Irrigation: Y/N

Fire Sprinkler: Y/N

Backflow Type:

Pipe Size:

PVB

DCV

RP

Dig Safe #:

Job Date Good For:

Utilities Notified:

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

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

Police Detail Needed: Y/N

Highway Personnel:

Date Completed:

Initials:

Notice left:

Y/N

1871

1872

Dave Fletcher
18 STAFFORD RD
NORFOLK MA 01764
9-22-20

274 COCHITUATE ST
WALTON MA 01788

Repair 2 Toilets
New

PO BOX 2173
1st Floor

230 W
7140000 400

5500
12500
23000

1. The first part of the document is a list of the names of the persons who were present at the meeting.

2. The second part of the document is a list of the names of the persons who were absent from the meeting.



03/15/2021 11:37
9858kpet

TOWN OF KAYLAND
UB Consumption History Report

1
P
outstanding

Account #	Man Meter #	Customer	Name	CD	Read Date	By	Bill#	Parcel	Usage	Repl	Usage	Location	Charge Amt	Status
Service								Cur Read				Billed Usage	Billed Amt	Days
0900040			7201763		MATZA BRIAN			43D-008				274 COCHITUATE ROAD		CURRENT
10000	1	SEN	11096124	A	09/08/2020		19041	212,700	44,200	0	44,200	6,105.51	189	
10000	1	SEN	11096124	A	03/03/2020		13479	168,500	3,100	0	3,100	6,135.51	172	
10000	1	SEN	11096124	A	09/13/2019		2467	165,400	10,300	0	10,300	237.54	186	
10000	1	SEN	11096124	A	03/11/2019		90044557	155,100	4,100	0	4,100	979.11	188	
10000	1	SEN	11096124	A	09/04/2018		90044555	151,000	12,100	0	12,100	.00	172	
10000	1	SEN	11096124	A	03/16/2018		90044548	138,900	2,100	0	2,100	.00	183	
10000	1	SEN	11096124	A	09/14/2017		90044562	136,800	1,900	0	1,900	.00	189	
10000	1	SEN	11096124	A	03/09/2017		90044560	134,900	1,300	0	1,300	.00	162	
10000	1	SEN	11096124	A	09/28/2016		90044545	133,600	1,700	0	1,700	.00	199	
10000	1	SEN	11096124	A	03/14/2016		90044561	131,900	1,500	0	1,500	.00	175	
10000	1	SEN	11096124	A	09/21/2015		90044541	130,400	4,700	0	4,700	.00	179	
10000	1	SEN	11096124	A	03/26/2015		90044538	125,700	8,300	0	8,300	.00	163	
10000	1	SEN	11096124	A	10/14/2014		90044559	117,400	4,500	0	4,500	.00	203	
10000	1	SEN	11096124	A	03/25/2014		90044549	112,900	6,500	0	6,500	.00	166	
10000	1	SEN	11096124	A	10/08/2013		90044544	106,400	3,400	0	3,400	.00	201	
10000	1	SEN	11096124	A	03/21/2013		90044551	103,000	2,800	0	2,800	.00	140	
10000	1	SEN	11096124	A	11/01/2012		90044547	100,200	1,900	0	1,900	.00	196	
10000	1	SEN	11096124	A	04/19/2012		90044554	98,300	2,300	0	2,300	.00	167	
10000	1	SEN	11096124	A	11/04/2011		90044543	96,000	2,400	0	2,400	.00	207	
10000	1	SEN	11096124	A	04/11/2011		90044552	93,600	2,800	0	2,800	.00	173	
10000	1	SEN	11096124	A	10/20/2010		90044558	90,800	2,100	0	2,100	.00	188	
10000	1	SEN	11096124	A	04/14/2010		90044539	88,700	2,600	0	2,600	.00	190	
10000	1	SEN	11096124	A	10/06/2009		90044542	86,100	12,400	0	12,400	.00	180	
10000	1	SEN	11096124	A	04/09/2009		90044550	73,700	3,900	0	3,900	.00	177	
10000	1	SEN	11096124	A	10/14/2008		90044546	69,800	3,000	0	3,000	.00	183	

24,300 ÷ 3 = 8,100 CA
Avg

03/15/2021 11:37
9858kpet

TOWN OF WAYLAND
UB Consumption History Report

Outstanding 2



Account #	Man Meter #	Customer Name	Cd	Read Date	By	Bill#	Parcel	Usage	Repl	Usage	Location	Charge Amt	Status
Service							Read				Billed Usage	Billed Amt	Days
0900040	1	SEN 11096124	7201763	MATZA BRIAN			43D-008	2,200		0	274 COCHITUATE ROAD	.00	CURRENT
10000	1	SEN 11096124	A 04/14/2008	90044553			66,800	2,200		0	2,200	.00	147
10000	1	SEN 11096124	A 11/19/2007	90044556			64,600	4,200		0	4,200	.00	220
10000	1	SEN 11096124	A 04/13/2007	90044540			60,400	4,200		0	4,200	.00	171

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

BoPW Meeting 5/10/2021

PFAS - Discussion

BoPW Meeting 5/10/2021

Water Rates - Discussion

BoPW Meeting 5/10/2021

Town Articles

BoPW Meeting 5/10/2021

Traffic Calming



TRAFFIC CALMING POLICY

TOWN OF WAYLAND, MA

Effective March 31, 2011 (revised
____, 2021)

Adopted by the Board of Public Works

Department of Public Works (DPW)

66 River Road

Wayland, MA 01778

www.wayland.ma.us

INTRODUCTION

“Traffic calming” measures are physical road design elements intended to reduce vehicle speeds and improve driver attentiveness. The Institute of Traffic Engineers defines traffic calming as, “the combination of mostly physical measures that reduce the negative effects of motor vehicle use, alter driver behavior and improve conditions for non-motorized users.”

When used in the appropriate settings, the reduction in vehicle speeds obtained through traffic measures reduces both the frequency and severity of collisions and improves the safety of both pedestrians and bicyclists.

Put simply, traffic calming is building and redesigning roadways with certain features and characteristics to induce drivers to slow down and pay more attention to their surroundings.

The Board of Public Works has studied programs of several other communities, best practices identified by Massachusetts DOT, the Institute of Traffic Engineers, and various publications to develop this Traffic Calming Policy as a guideline for the implementation of traffic calming measures for the Town of Wayland.

HOW WILL TRAFFIC CALMING BENEFIT WAYLAND?

Reduced vehicle speeds and increased driver attentiveness obtained through the appropriate use of traffic calming measures offer Wayland the following benefits:

- Reduction in the probability and severity of accidents.
- Increased safety for other drivers, including those entering/exiting roadways at intersections or driveways.
- Increased safety for pedestrians, bicyclists and other forms of sustainable modes of transportation.
- Reduction of dangerous driving behaviors.
- More attractive streets and neighborhoods through the addition of sidewalks, trees, signs, street lights and other aesthetic features of traffic calming.
- Reclaiming streets so that walking and biking are safe and attractive options throughout the town.

HOW IS TRAFFIC CALMING ACHIEVED?

Successful traffic calming requires a comprehensive approach that does not rely on any single solution (e.g., speed humps) or strategy. While there are various techniques that Wayland will look to deploy, a sound approach revolves around **Education, Enforcement, and Engineering**.

Education: Informs motorists how they can ease traffic impact through behavioral changes and advises them about traffic management activities and opportunities for involvement.

Enforcement: Engages the Wayland Police Department to focus traffic and speed enforcement efforts in areas of particular concern.

Engineering: Combines physical measures to reduce the negative impact of motor vehicles, alter driver behavior, and improve conditions for pedestrian and non-motorized street traffic.

The Massachusetts Department of Transportation's Highway Division divides traffic calming into three (3) major categories of design measures:

1. Narrowing the real or apparent width of the street through:
 - Presence or placement of trees along the street;
 - Street furniture including lights, benches, and other elements;
 - Edge treatment of the pavement, including raised curbs; and
 - Pavement cross-section including pavement narrowing, bike lanes, travel lanes, auxiliary lanes, medians, and islands.
2. Deflecting the vehicle path from an otherwise straight path through:
 - Deflection measures including lane offsets, short medians, crossing islands and mini-traffic circles; and
 - Intersection measures including roundabouts, traffic circles, curb extensions and crossing islands.
3. Altering the street profile through:
 - Speed humps and speed tables and related cautionary signage;
 - Raised crosswalks and intersections and related cautionary signage; and
 - Textured pavement (e.g., pavers, stamped concrete, rumble strips, etc.)

See Description of Traffic Calming Measures at the end of this policy for a more detailed discussion of traffic calming measures.

OBJECTIVES OF THE WAYLAND TRAFFIC CALMING POLICY

The primary objective of Wayland's Traffic Calming Policy is the safe usage of Wayland's public roadways by motor vehicles, cyclists and pedestrians, **together**. Additional objectives include:

- Improve the safety and livability of Wayland's streets and neighborhoods by using appropriately designed and implemented traffic calming measures to mitigate the impacts of traffic while creating safer streets for residents, motorists, pedestrians, and bicyclists;
- Maintain a traffic calming project selection process guided by objective, needs-driven criteria to ensure that limited town resources are utilized in a cost-effective and efficient manner;
- Implement traffic calming measures that are appropriate and effective for a given situation or roadway and improve public safety without jeopardizing emergency response needs, creating hazards or nuisances, or impeding public transit or commercial truck routes;
- Ensure that any proposed traffic calming installation has public support in the affected neighborhood(s) before it is implemented; and
- Welcome citizen input and involvement in all phases of the program.

PROCESS FOR INITIATING A TRAFFIC CALMING REQUEST

For Wayland, the Traffic Calming Policy is designed to provide a strong, consistent framework to guide traffic calming efforts, and to ensure:

- A formal and consistent process for evaluating requests for traffic calming
- A forum for public involvement in the process
- A formal and consistent process for evaluating the efficacy of traffic calming efforts
- Maximum community awareness and support for traffic calming
- A clear funding strategy to implement recommended traffic calming measures

The following process will be followed when considering requests for developing, designing, and implementing traffic calming measures on Wayland roadways.

This process provides for the submission of traffic calming requests and their evaluation by the town and input by the affected neighborhood and the appropriate town boards and departments.

The process does not apply to:

1. Traffic calming measures that are required on town streets to comply with State and Federal standards or warrants;
2. Temporary changes in traffic patterns needed to stage special events;

3. Experimental traffic calming measures installed temporarily for research and evaluation by the town;
4. Installation of traffic control devices (e.g., signals) or traffic/speed enforcement signage (e.g., stop signs, speed limit signs, "One Way" signs, "Do Not Enter" signs, etc.) which fall within the authority of the Board of Selectmen as Traffic Commissioners; and
5. The installation of traffic calming devices that may be required on a Wayland roadway as mitigation for a commercial, residential, mixed-use, or other development project.

SUBMISSION OF TRAFFIC CALMING REQUESTS

For a traffic calming plan to be considered, a "Traffic Calming Request Form" must be completed and submitted to the Department of Public Works, 66 River Road, Wayland, MA 01778, Attn: DPW Director. **A copy of the Traffic Calming Request Form is a separate attachment to this Policy and is available online at**
http://www.wayland.ma.us/Pages/WaylandMA_DPW/TRAFFICCALMINGREQUESTFORMFinal30811.pdf

A Traffic Calming Request Form must contain signatures from at least ten (10) households or 50% of the residences or businesses on the street, whichever is less, for the town to begin consideration of a traffic calming plan. A Traffic Calming Request Form may be made by: (1) a resident, with the required signatures; (b) a business or property owner, with the required signatures; or (c) any town department, board or committee.

PRELIMINARY EVALUATION OF TRAFFIC CALMING REQUESTS

Traffic calming requests meeting the criteria above will be put on the Board of Public Works (the Board) agenda within sixty (60) days of receipt. The Department of Public Works (DPW) shall notify the petitioner(s) and property owners in the affected area of the date of said meeting to allow for greater public input. At this meeting, the Board will determine if additional data is needed to consider the petitioners' request for traffic calming measures or deny the petitioners' traffic calming request with reason(s) stated on the record.

If the Board determines that additional data is needed, it will request that the Wayland Police Department complete a traffic assessment (speed, volumes, accident history) for the affected area (unless such a study has been completed within the previous 18 months). The timing of this assessment will be based on the availability of measurement equipment, queue of previous traffic calming requests, and town budget to conduct the necessary analyses.

Upon completion of the traffic assessment, the results will be made available to the public and the Board's review of the traffic assessment will be placed on the Board's agenda within sixty (60) days of its release. The Board will then make a determination as to whether or not the request for traffic calming merits further consideration or deny the petitioners' traffic calming request with reason(s) stated on the record.

If the Board determines that the traffic assessment demonstrates a need for a “Traffic Calming Needs Assessment”, then the project will move forward and it shall request that the DPW prepare a Traffic Calming Needs Assessment report within ninety (90) days, unless prevented by weather, budget limitations, pre-existing queue of assessments, or other mitigating circumstances, for presentation at a Board meeting within sixty (60) days upon completion.

TRAFFIC CALMING NEEDS ASSESSMENT

In making a determination that a Traffic Calming Needs Assessment is warranted, The Board will consider the availability of town funding and resources and give priority to addressing traffic and safety concerns in the following areas:

1. Streets that provide access to a public school, or represent major walk-to-school or bicycle-to-school routes;
2. Streets that are/could be heavily traveled by pedestrians and bicyclists seeking access to a public park, senior center, public/government building, downtown or commercial area, or other facility; and
3. Streets that lack a wide shoulder, sidewalk, or other means of separating pedestrian and bicycle traffic from vehicular traffic; and
4. Streets that have been scheduled by the DPW for reconstruction in the near future and thereby present opportunities to leverage reconstruction efforts to simultaneously undertake traffic calming installation.

If a road is already scheduled for reconstruction, the Board will look at the appropriate data to determine if traffic calming should be considered for that location. No further action may be required under this policy on requests that can be reasonably addressed by the following traffic-calming measures: expanded enforcement of existing traffic and/or parking regulations, low-cost engineering improvements, and new signage or markings.

In these cases, the DPW, Police Department, or other town departments and boards with relevant jurisdiction (e.g., Board of Selectmen, Historic District Commission) will pursue agreed upon solutions and provide periodic updates to the Board on their progress, as required.

As appropriate, the following traffic data and information may be collected and analyzed as part of the Traffic Calming Needs Assessment:

- Street classification and Area Type; Traffic volumes;
- Traffic speeds;
- Posted speed limits and other signage;
- Physical data (# of lanes, width, grade and alignment, parking);
- Location of nearest community facilities, schools, parks, and businesses; Accident data reports, and other relevant reports;
- Status of each street as emergency vehicle, bus, truck, or bicycle

- route; Extent of cut-through traffic on street (where obtainable);
- Pedestrian crossing volumes; and
- Other field observations, as needed.

The DPW will determine the necessary boundaries of the study area which will encompass the identified problem area and may also include adjacent streets and intersections that might be indirectly affected by the potential diversion of traffic resulting from the installation of various traffic calming measures. Consultant services may be retained, from time to time, to assist the town in the collection and evaluation of the necessary data and information. This report will summarize the findings of the above field inventory and data collection effort. Key elements included in this report that will provide the basis for any traffic calming recommendation may be found in Table 1. The baseline conditions described in the Traffic Calming Needs Assessment report, along with the scores obtained based on Table 1, will provide the basis for the identification of those traffic calming measures likely to be most effective in addressing the traffic problems confirmed to exist on each street(s). Additionally, the Town's Public Safety officials (Police and Fire) will be consulted and may provide guidance on any proposed recommendations to ensure the continued safety of Public Safety officials when responding to emergencies.

REVIEW OF TRAFFIC CALMING NEEDS ASSESSMENT AND FINAL RECOMMENDATION

in, the petitioner(s) and affected neighborhood property owners will be given advance notification of said presentation. Additional public comment will be accepted by the Board during this meeting.

Following the above data collection effort, a Traffic Calming Needs Assessment report will be prepared and submitted to the Board within sixty (60) days of completion. The DPW will present the findings and recommendations of its Traffic Calming Needs Assessment to the Board. Once again, the petitioner(s) and affected neighborhood property owners will be given advance notification of said presentation. Additional public comment will be accepted by the Board during this meeting.

Upon review and discussion of the Traffic Calming Needs Assessment report, the Board may elect to vote to "Recommend" or "Not Recommend" that the requested traffic calming project be placed on the Town of Wayland's "Priority List of Traffic Calming Projects". Alternatively, the Board may opt to pursue other mitigation methods that a majority of the Board deems appropriate. Depending on the extent of the recommended traffic mitigation, the Board may require a full engineering assessment from a third party consultant to ensure safety, and any potential drainage and snow removal concerns are properly addressed. Funding for such assessment must be granted as part of the Town's annual capital planning process.

In the event that the Board does not have sufficient information to make a final recommendation, or a traffic problem first merits a test of experimental traffic calming

measures, a vote on the matter may be tabled for a period not to exceed ninety (90) days.

Traffic calming requests that receive a “Not Recommend” vote remain eligible for future consideration but must wait at least two (2) years before they can be resubmitted from the date of the “Not Recommend” vote.

PRIORITY LIST OF TRAFFIC CALMING PROJECTS AND BUDGET

The Town of Wayland will likely have more potential traffic calming projects than it has funding and staff to implement in a given year.

A priority ranking of traffic calming projects will be created and maintained by the DPW based on the set of objective, needs-driven criteria developed during the data collection phase of the Traffic Calming Needs Assessment (see Table). These criteria will guide the prioritization of traffic calming projects.

Each fiscal year, as part of the annual Town’s capital budget process, the DPW will include a funding request for anticipated traffic calming measures to include the design and/or construction of recommended projects in ranked order on the Priority List of Traffic Calming Projects.

Funding of all traffic calming projects, like all other capital budget items will be subject to final approval at Town Meeting.

PROGRAM POLICY REVIEW

The Town of Wayland’s Traffic Calming Policy is designed to enable community support for traffic education, facilitate the identification of specific traffic concerns, collect data, develop solutions, and evaluate the impact of these solutions.

The primary focus of any initial traffic calming changes will be to change driver behavior and doing so with tools that tend to be less controversial and less expensive. This includes: neighborhood traffic safety campaigns (mailers distributed to surrounding areas, communication with DPW and Public Safety departments in communities sourcing cut through traffic), speed display units, targeted police enforcement, pavement marking changes, signage (“Drive Slow,” “Children at Play,” etc.). Further traffic calming tools may be used if these tools fail to address the identified traffic issues. These additional tools may include: speed humps / bumps / tables, curb alterations, or potentially other physical alterations warranted and in compliance with recognized traffic calming standards as identified by Mass DOT, Institute of Transportation Engineers and AASHTO.

The DPW will monitor the results of any traffic calming installation. The DPW may remove any installed traffic calming devices if they are no longer deemed necessary.

ELIGIBILITY

To be eligible for traffic calming devices that require physical alteration to the roadway or other installation, the roadway must meet the following thresholds:

- Street must be a public roadway. Private roadways are not eligible for Town traffic calming efforts, as these are not Town-owned roadways.
- Roadways classified as collectors (streets designed to serve 15 or more existing, proposed or potential dwelling units and to act as a connection to other streets) or
- Arterials (streets designed to carry through-traffic that does not have its origin or destination within that neighborhood) may not be eligible for speed humps or other physical installations if these result in a significant change to previously established and accepted traffic flow patterns in Wayland.
- Street may not have more than two travel lanes and requires a posted speed limit of 35 mph or less.
- Speed humps or raised crosswalks may not be installed on primary emergency response routes as determined by the Board of Public Works in collaboration with the Wayland Fire Chief and Police Chief.

RESUBMISSIONS OF TRAFFIC CALMING REQUESTS

Any traffic calming request that is denied at any stage of the process described above may not be re-submitted for a minimum of two (2) years from the time that the request was denied by the Board. However, the Board may initiate a review within two (2) years if the Board determines a new review is warranted.

FUTURE POLICY CHANGES & PROGRAM MONITORING/REVIEW

The Board and DPW will continue to review and revise this traffic calming policy as the Town's needs changes evolve, Mass. DOT changes state policies and/or guidelines, as a result of community feedback, and through continued process improvement efforts.

The DPW will monitor this program and conduct a formal review of its progress on an annual basis and report its findings to the Board. The Board must approve modifications to this Policy based on the town's experience and public feedback in managing traffic calming projects. The public is encouraged to offer feedback on the program to the DPW, 41 Cochituate Road, Wayland, MA 01778, Attn: DPW Director.

SOURCES/REFERENCES

- ◇ *Traffic Calming – State of the Practice*, Institute of Transportation Engineers, Washington, D.C., August 1999.
- ◇ *Project Development and Design Guide*, Massachusetts Department of Transportation Highway Division, Boston, MA, January 2006.
- ◇ *Traffic Calming*, Federal Highway Administration, U.S. Department of Transportation, Washington, D.C., May 2001.
- ◇ *North American Design Guidelines for Traffic Calming Measures*, American Public Works Association, Kansas City, MO, 2006.
- ◇ *Traffic-Calming Policy*, City of Northampton Transportation and Parking Commission, Northampton, MA, September 2008.
- ◇ *Traffic-Calming Policy*, Town of Lexington Traffic Safety Advisory Committee, Lexington, MA, November 2009.
- ◇ *Neighborhood Traffic Calming Program*, Town of Greenwich, CT, Traffic Engineering Division, Department of Public Works, April 2007.
- ◇ *Pennsylvania's Traffic Calming Handbook*, Publication No. 383, Pennsylvania Department of Transportation, Bureau of Highway Safety and Traffic Engineering, January 2001.

Table: Criteria for Ranking of Traffic Calming Projects






TRAFFIC CALMING PROJECT PRIORITIZATION CRITERIA			
Criteria	Points Allowed	Points Awarded	Comments
Volume	Up to 20		1 point for each 150 vehicles per day.
Speeding	Up to 20		Using measured 85 th percentile speed, 2 points for each mile per hour over the speed limit.
Accidents	Up to 10		1 point for each accident reported within the past three years.
Sidewalks	Up to 10		5 points if sidewalk on one side of street. 10 points if no sidewalks.
Planned DPW Roadwork	10		10 points if roadway has been programmed for DPW resurfacing, rehabilitation, or reconstruction in the next 2 years.
Pedestrian Activity	Up to 20		5 points for each pedestrian generator (e.g., school, bus stops, park, community center, or commercial use that generates significant pedestrian traffic).
Alternative Funding	Up to 10		1 point for every \$5,000 up to \$50,000 funded by source other than Town of Wayland.
TOTAL	100 Max		







Attachment: Description of Traffic-Calming Measures





1. Speed Humps: Speed humps are raised devices, parabolic in shape, placed across the road to slow traffic. They are often considered the most traditional traffic calming solution. Speed humps slow traffic more gradually than speed bumps, although less so than speed tables.
2. Traffic Logix rubber solutions: specifically designed to be used on a permanent basis. Engineered to perform without deforming, are sturdy, long lasting, highly visible, and can withstand large traffic volumes continuously.
3. Speed Tables: Flat-topped speed humps, which are generally, long enough for the entire wheelbase of a passenger car to rest on top. The design of speed tables allows for more gradual slowing of vehicle speed than humps. This makes speed tables the ideal solution for roads with typical residential speed limits.
4. Curb Extension/Medians: Curb extensions can be used to create a variety of horizontal traffic-calming measures such as roundabouts, chicanes, neck downs and chokers.
5. Speed Cushions: Speed cushions are the newest available traffic-calming device, and perhaps the most innovative. They have several distinct advantages. Designed as three small speed humps, speed cushions force pedestrian vehicles to slow down. However, the wider axle of emergency vehicles allows them to pass without slowing down. In addition, speed cushions are more affordable than speed humps or tables since they require less material.
6. Neighborhood traffic circles (roundabouts): Raised islands, placed in the middle of an intersection, directing all traffic in the same direction. Usually larger than roundabouts.
7. Chicane: A series of narrowing or curb extensions that alternate from one side of the roadway to the other, forming s-shaped curves.
8. Choker: Curb extensions at midblock or intersection corners that narrow a street by extending the sidewalk or widening the planting strip.
9. Center island narrowing: Raised islands located along the centerline of a roadway that narrow the width at that location.
10. Bulbouts/Neckdowns: Curb extensions at intersections that reduce curb-to-curb roadway travel lane widths.
11. Diverter: Barriers placed diagonally across an intersection, blocking certain movements.
12. Forced Turn Lanes: Raised islands located on approaches to an intersection that block certain movements.
13. Raised Intersection: Flat raised areas covering entire intersections, with ramps on all approaches and often with brick or other textured materials on the flat section and ramps.
14. Police Enforcement: Employing the services of law enforcement agencies to impose the local safe vehicle laws, including those for posted speeds and traffic signal/signs.

[Source: U.S. Department of Transportation Federal Highway Administration]

Descriptions & Photos of Traffic Calming Devices and Techniques

Devices & Techniques	Descriptions	Photos
Bike Lanes	A portion of a roadway, which has been designated by striping, signing, and pavement markings for the preferential or exclusive use of bicyclists.	
Bulbouts/Neckdowns/Chokers	Curb extensions at intersections that reduce curb-to-curb roadway travel lane widths.	
Center Islands	Raised islands located along the centerline of a roadway that narrow the width at that location.	
Chicanes/Lateral Shifts	Curb extensions that alternate from one side of the roadway to the other, forming s-shaped curves.	
Closures (Cul-de-sacs)	Barriers placed across roadways to completely close through vehicle traffic.	

Diverter	Barriers placed diagonally across an intersection, blocking certain movements.	
Education	Instructions given to the residents on safe on-street vehicle travel.	
Forced Turn Lanes	Raised islands located on approaches to an intersection that block certain movements.	
Median Barriers	Raised islands located along the centerline of a roadway and continuing through an intersection to block cross traffic.	
Police Enforcement	Involve employing the services of law enforcement agencies to impose the local safe vehicle laws, including those for posted speeds and traffic signal/signs.	
Realigned Intersections	Changes in alignments that convert T-intersections with straight approaches into curving roadways meeting at right angles.	

Roundabouts	Barriers placed in the middle of an intersection, directing all traffic in the same direction.	
Speed Humps	Rounded raised pavement devices placed across roadways to slow and/or discourage traffic.	
Speed Tables/ Textured Pavement/ Raised Crossings	Flat-topped speed humps often constructed with a brick or other textured material to slow traffic.	
Traffic Circles	Barriers placed in the middle of an intersection, directing all traffic in the same direction. Usually larger than roundabouts.	
<p><i>Sources: Traffic Calming, Selected Practices, Lessons Learned and Reed Ewing, Rutgers University, Center for Urban Policy Research.</i></p>		



TRAFFIC CALMING POLICY

TOWN OF WAYLAND, MA

Effective March 31, 2011 (revised
____, 2021)

Adopted by the Board of Public Works ~~on~~

March 8, 2011 for:

Department of Public Works (DPW)

~~41 Cochituate~~ 66 River Road

Wayland, MA 01778

www.wayland.ma.us

INTRODUCTION

“Traffic calming” measures are physical road design elements intended to reduce vehicle speeds and improve driver attentiveness. The Institute of Traffic Engineers defines traffic calming as, “the combination of mostly physical measures that reduce the negative effects of motor vehicle use, alter driver behavior and improve conditions for non-motorized users.”

When used in the appropriate settings, the reduction in vehicle speeds obtained through traffic measures reduces both the frequency and severity of collisions and improves the safety of both pedestrians and bicyclists.

Put simply, traffic calming is building and redesigning roadways with certain features and characteristics to induce drivers to slow down and pay more attention to their surroundings.

The Board of Public Works has studied programs of several other communities, best practices identified by Massachusetts DOT, the Institute of Traffic Engineers, and various publications to develop this Traffic Calming Policy as a guideline for the implementation of traffic calming measures for the Town of Wayland.

HOW WILL TRAFFIC CALMING BENEFIT WAYLAND?

Reduced vehicle speeds and increased driver attentiveness obtained through the appropriate use of traffic calming measures offer Wayland the following benefits:

- Reduction in the probability and severity of accidents.
- Increased safety for other drivers, including those entering/exiting roadways at intersections or driveways.
- Increased safety for pedestrians, bicyclists and other forms of sustainable modes of transportation.
- Reduction of dangerous driving behaviors.
- More attractive streets and neighborhoods through the addition of sidewalks, trees, signs, street lights and other aesthetic features of traffic calming.
- Reclaiming streets so that walking and biking are safe and attractive options throughout the town.

HOW IS TRAFFIC CALMING ACHIEVED?

Successful traffic calming requires a comprehensive approach that does not rely on any single solution (e.g., speed humps) or strategy. While there are various techniques that Wayland will look to deploy, a sound approach revolves around **Education, Enforcement, and Engineering**.

Education: Informs motorists how they can ease traffic impact through behavioral changes, and advises them about traffic management activities and opportunities for involvement.

Enforcement: Engages the Wayland Police Department to focus traffic and speed enforcement efforts in areas of particular concern.

Engineering: Combines physical measures to reduce the negative impact of motor vehicles, alter driver behavior, and improve conditions for pedestrian and non-motorized street traffic.

The Massachusetts Department of Transportation's Highway Division divides traffic calming into three (3) major categories of design measures:

1. Narrowing the real or apparent width of the street through:
 - Presence or placement of trees along the street;
 - Street furniture including lights, benches, and other elements;
 - Edge treatment of the pavement, including raised curbs; and
 - Pavement cross-section including pavement narrowing, bike lanes, travel lanes, auxiliary lanes, medians, and islands.
2. Deflecting the vehicle path from an otherwise straight path through:
 - Deflection measures including lane offsets, short medians, crossing islands and mini-traffic circles; and
 - Intersection measures including roundabouts, traffic circles, curb extensions and crossing islands.
3. Altering the street profile through:
 - Speed humps and speed tables [and related cautionary signage](#);
 - Raised crosswalks and intersections [and related cautionary signage](#); and
 - Textured pavement (e.g., pavers, stamped concrete, rumble strips, etc.)

See Description of Traffic Calming Measures at the end of this policy for a more detailed discussion of traffic calming measures.

OBJECTIVES OF THE WAYLAND TRAFFIC CALMING POLICY

The primary objective of Wayland's Traffic Calming Policy is the safe usage of Wayland's public roadways by motor vehicles, cyclists and pedestrians, **together**. Additional objectives include:

- Improve the safety and livability of Wayland's streets and neighborhoods by using appropriately designed and implemented traffic calming measures to mitigate the impacts of traffic while creating safer streets for residents, motorists, pedestrians, and bicyclists;
- Maintain a traffic calming project selection process guided by objective, needs-driven criteria to ensure that limited town resources are utilized in a cost-effective and efficient manner;
- Implement traffic calming measures that are appropriate and effective for a given situation or roadway and improve public safety without jeopardizing emergency response needs, creating hazards or nuisances, or impeding public transit or commercial truck routes;
- Ensure that any proposed traffic calming installation has public support in the affected neighborhood(s) before it is implemented; and
- Welcome citizen input and involvement in all phases of the program.

PROCESS FOR INITIATING A TRAFFIC CALMING REQUEST

For Wayland, the Traffic Calming Policy is designed to provide a strong, consistent framework to guide traffic calming efforts, and to ensure:

- A formal and consistent process for evaluating requests for traffic calming A forum for public involvement in the process
- A formal and consistent process for evaluating the efficacy of traffic calming efforts Maximum community awareness and support for traffic calming
- A clear funding strategy to implement recommended traffic calming measures

The following process will be followed when considering requests for developing, designing, and implementing traffic calming measures on Wayland roadways.

This process provides for the submission of traffic calming requests and their evaluation by the town and input by the affected neighborhood and the appropriate town boards and departments.

The process does not apply to:

1. Traffic calming measures that are required on town streets to comply with State and Federal standards or warrants;
2. Temporary changes in traffic patterns needed to stage special events;

3. Experimental traffic calming measures installed temporarily for research and evaluation by the town;
4. Installation of traffic control devices (e.g., signals) or traffic/speed enforcement signage (e.g., signals, stop signs, speed limit signs, "One Way" signs, "Do Not Enter" signs, etc.) which fall within the authority of the Board of Selectmen as Traffic Commissioners; and
5. The installation of traffic calming devices that may be required on a Wayland roadway as mitigation for a commercial, residential, mixed-use, or other development project.

SUBMISSION OF TRAFFIC CALMING REQUESTS

For a traffic calming plan to be considered, a "Traffic Calming Request Form" must be completed and submitted to the Department of Public Works, 66 River 41 Cochrane Road, Wayland, MA 01778, Attn: DPW Director. **A copy of the Traffic Calming Request Form is a separate attachment to this Policy and is available online at** http://www.wayland.ma.us/Pages/WaylandMA_DPW/TRAFFICCALMINGREQUESTFORMFinal30811.pdf

A Traffic Calming Request Form must contain signatures from at least ten (10) households or 50% of the residences or businesses on the street, whichever is less, for the town to begin consideration of a traffic calming plan. A Traffic Calming Request Form may be made by: (1) a resident, with the required signatures; (b) a business or property owner, with the required signatures; or (c) any town department, board or committee.

PRELIMINARY EVALUATION OF TRAFFIC CALMING REQUESTS

Traffic calming requests meeting the criteria above will be put on the Board of Public Works (the Board) agenda within sixty (60) days of receipt. The Department of Public Works (DPW) shall notify the petitioner(s) and property owners in the affected area of the date of said meeting to allow for greater public input. At this meeting, the Board will determine if additional data is needed to consider the petitioners' request for traffic calming measures, or deny the petitioners' traffic calming request with reason(s) stated on the record.

If the Board determines that additional data is needed, it will request that the Wayland Police Department complete a traffic assessment (speed, volumes, accident history) for the affected area (unless such a study has been completed within the previous 18 months). The timing of this assessment will be based on the availability of measurement equipment, queue of previous traffic calming requests, and town budget to conduct the necessary analyses.

Upon completion of the traffic assessment, the results will be made available to the public and the Board's review of the traffic assessment will be placed on the Board's agenda within sixty (60) days of its release. The Board will then make a determination as to whether or not the request for traffic calming merits further consideration, or deny the petitioners' traffic calming request with reason(s) stated on the record.

If the Board determines that the traffic assessment demonstrates a need for a “Traffic Calming Needs Assessment”, then the project will move forward and it shall request that the DPW prepare a Traffic Calming Needs Assessment report within ninety (90) days, unless prevented by weather, budget limitations, pre-existing queue of assessments, or other mitigating circumstances, for presentation at a Board meeting within sixty (60) days upon completion.

TRAFFIC CALMING NEEDS ASSESSMENT

In making a determination that a Traffic Calming Needs Assessment is warranted, The Board will consider the availability of town funding and resources and give priority to addressing traffic and safety concerns in the following areas:

1. Streets that provide access to a public school, or represent major walk-to-school or bicycle-to-school routes;
2. Streets that are/could be heavily traveled by pedestrians and bicyclists seeking access to a public park, senior center, public/government building, downtown or commercial area, or other facility; and
3. Streets that lack a wide shoulder, sidewalk, or other means of separating pedestrian and bicycle traffic from vehicular traffic; and
4. Streets that have been scheduled by the DPW for reconstruction in the near future and thereby present opportunities to leverage reconstruction efforts to simultaneously undertake traffic calming installation.

If a road is already scheduled for reconstruction, the Board will look at the appropriate data to determine if traffic calming should be considered for that location. No further action may be required under this policy on requests that can be reasonably addressed by the following traffic-calming measures: expanded enforcement of existing traffic and/or parking regulations, low-cost engineering improvements, and new signage or markings.

In these cases, the DPW, Police Department, or other town departments and boards with relevant jurisdiction (e.g., Board of Selectmen, Historic District Commission) will pursue agreed upon solutions and provide periodic updates to the Board on their progress, as required.

As appropriate, the following traffic data and information may be collected and analyzed as part of the Traffic Calming Needs Assessment:

- Street classification and Area Type; Traffic volumes;
- Traffic speeds;
- Posted speed limits and other signage;
- Physical data (# of lanes, width, grade and alignment, parking);
- Location of nearest community facilities, schools, parks, and businesses; Accident data reports, and other relevant reports;
- Status of each street as emergency vehicle, bus, truck, or bicycle

- route; Extent of cut-through traffic on street (where obtainable);
- Pedestrian crossing volumes; and

- Other field observations, as needed.

The DPW will determine the necessary boundaries of the study area which will encompass the identified problem area, and may also include adjacent streets and intersections that might be indirectly affected by the potential diversion of traffic resulting from the installation of various traffic calming measures. Consultant services may be retained, from time to time, to assist the town in the collection and evaluation of the necessary data and information. This report will summarize the findings of the above field inventory and data collection effort. Key elements included in this report that will provide the basis for any traffic calming recommendation may be found in Table 1. The baseline conditions described in the Traffic Calming Needs Assessment report, along with the scores obtained based on Table 1, will provide the basis for the identification of those traffic calming measures likely to be most effective in addressing the traffic problems confirmed to exist on each street(s). Additionally, the Town's Public Safety officials (Police and Fire) will be consulted and may provide guidance on any proposed recommendations to ensure the continued safety of Public Safety officials when responding to emergencies.

REVIEW OF TRAFFIC CALMING NEEDS ASSESSMENT AND FINAL RECOMMENDATION

in, the petitioner(s) and affected neighborhood property owners will be given advance notification of said presentation. Additional public comment will be accepted by the Board during this meeting.

Following the above data collection effort, a Traffic Calming Needs Assessment report will be prepared and submitted to the Board within sixty (60) days of completion. The DPW will present the findings and recommendations of its Traffic Calming Needs Assessment to the Board. Once again, the petitioner(s) and affected neighborhood property owners will be given advance notification of said presentation. Additional public comment will be accepted by the Board during this meeting.

Upon review and discussion of the Traffic Calming Needs Assessment report, the Board may elect to vote to "Recommend" or "Not Recommend" that the requested traffic calming project be placed on the Town of Wayland's "Priority List of Traffic Calming Projects". Alternatively, the Board may opt to pursue other mitigation methods that a majority of the Board deems appropriate. Depending on the extent of the recommended traffic mitigation, the Board may require a full engineering assessment from a third party consultant to ensure safety, and any potential drainage and snow removal concerns are properly addressed. Funding for such assessment must be granted as part of the Town's annual capital planning process.

In the event that the Board does not have sufficient information to make a final recommendation, or a traffic problem first merits a test of experimental traffic calming measures, a vote on the matter may be tabled for a period not to exceed ninety (90) days.

Traffic calming requests that receive a “Not Recommend” vote remain eligible for future consideration, but must wait at least two (2) years before they can be resubmitted from the date of the “Not Recommend” vote.

PRIORITY LIST OF TRAFFIC CALMING PROJECTS AND BUDGET

The Town of Wayland will likely have more potential traffic calming projects than it has funding and staff to implement in a given year.

A priority ranking of traffic calming projects will be created and maintained by the DPW based on the set of objective, needs-driven criteria developed during the data collection phase of the Traffic Calming Needs Assessment (see Table). These criteria will guide the prioritization of traffic calming projects.

Each fiscal year, as part of the annual Town's capital budget process, the DPW will include a funding request for anticipated traffic calming measures to include the design and/or construction of recommended projects in ranked order on the Priority List of Traffic Calming Projects.

Funding of all traffic calming projects, like all other capital budget items will be subject to final approval at Town Meeting.

PROGRAM POLICY REVIEW

The Town of Wayland's Traffic Calming Policy is designed to enable community support for traffic education, facilitate the identification of specific traffic concerns, collect data, develop solutions, and evaluate the impact of these solutions.

The primary focus of any initial traffic calming changes will be to change driver behavior, and doing so with tools that tend to be less controversial and less expensive. This includes: neighborhood traffic safety campaigns (mailers distributed to surrounding areas, communication with DPW and Public Safety departments in communities sourcing cut through traffic), speed display units, targeted police enforcement, pavement marking changes, signage ("Drive Slow," "Children at Play," etc.). Further traffic calming tools may be used if these tools fail to address the identified traffic issues. These additional tools may include: speed humps / bumps / tables, curb alterations, or potentially other physical alterations warranted and in compliance with recognized traffic calming standards as identified by Mass DOT, Institute of Transportation Engineers and AASHTO.

The DPW will monitor the results of any traffic calming installation. The DPW may remove any installed traffic calming devices if they are no longer deemed necessary.

ELIGIBILITY

To be eligible for traffic calming devices that require physical alteration to the roadway or other installation, the roadway must meet the following thresholds:

- Street must be a public roadway. Private roadways are not eligible for Town traffic calming efforts, as these are not Town-owned roadways.
- Roadways classified as collectors (streets designed to serve 15 or more existing, proposed or potential dwelling units and to act as a connection to other streets) or
- Arterials (streets designed to carry through-traffic that does not have its origin or destination within that neighborhood) may not be eligible for speed humps or other physical installations if these result in a significant change to previously established and accepted traffic flow patterns in Wayland.
- Street may not have more than two travel lanes and requires a posted speed limit of 35 mph or less.
- Speed humps or raised crosswalks may not be installed on primary emergency response routes as determined by the Board of Public Works in collaboration with the Wayland Fire Chief and Police Chief.

RESUBMISSIONS OF TRAFFIC CALMING REQUESTS

Any traffic calming request that is denied at any stage of the process described above may not be re-submitted for a minimum of two (2) years from the time that the request was denied by the Board. However, the Board may initiate a review within two (2) years if the Board determines a new review is warranted.

FUTURE POLICY CHANGES & PROGRAM MONITORING/REVIEW

The Board and DPW will continue to review and revise this traffic calming policy as the Town's needs changes evolve, Mass. DOT changes state policies and/or guidelines, as a result of community feedback, and through continued process improvement efforts.

The DPW will monitor this program and conduct a formal review of its progress on an annual basis and report its findings to the Board. The Board must approve modifications to this Policy based on the town's experience and public feedback in managing traffic calming projects. The public is encouraged to offer feedback on the program to the DPW, 41 Cochituate Road, Wayland, MA 01778, Attn: DPW Director.

SOURCES/REFERENCES

- ◇ *Traffic Calming – State of the Practice*, Institute of Transportation Engineers, Washington, D.C., August, 1999.
- ◇ *Project Development and Design Guide*, Massachusetts Department of Transportation Highway Division, Boston, MA, January 2006.
- ◇ *Traffic Calming*, Federal Highway Administration, U.S. Department of Transportation, Washington, D.C., May 2001.
- ◇ *North American Design Guidelines for Traffic Calming Measures*, American Public Works Association, Kansas City, MO, 2006.
- ◇ *Traffic-Calming Policy*, City of Northampton Transportation and Parking Commission, Northampton, MA, September 2008.
- ◇ *Traffic-Calming Policy*, Town of Lexington Traffic Safety Advisory Committee, Lexington, MA, November 2009.
- ◇ *Neighborhood Traffic Calming Program*, Town of Greenwich, CT, Traffic Engineering Division, Department of Public Works, April, 2007.
- ◇ *Pennsylvania's Traffic Calming Handbook*, Publication No. 383, Pennsylvania Department of Transportation, Bureau of Highway Safety and Traffic Engineering, January 2001.

Table: Criteria for Ranking of Traffic Calming Projects






TRAFFIC CALMING PROJECT PRIORITIZATION CRITERIA			
Criteria	Points Allowed	Points Awarded	Comments
Volume	Up to 20		1 point for each 150 vehicles per day.
Speeding	Up to 20		Using measured 85 th percentile speed, 2 points for each mile per hour over the speed limit.
Accidents	Up to 10		1 point for each accident reported within the past three years.
Sidewalks	Up to 10		5 points if sidewalk on one side of street. 10 points if no sidewalks.
Planned DPW Roadwork	10		10 points if roadway has been programmed for DPW resurfacing, rehabilitation, or reconstruction in the next 2 years.
Pedestrian Activity	Up to 20		5 points for each pedestrian generator (e.g., school, bus stops, park, community center, or commercial use that generates significant pedestrian traffic).
Alternative Funding	Up to 10		1 point for every \$5,000 up to \$50,000 funded by source other than Town of Wayland.
TOTAL	100 Max		







Attachment: Description of Traffic-Calming Measures





1. Speed Humps: Speed humps are raised devices, parabolic in shape, placed across the road to slow traffic. They are often considered the most traditional traffic calming solution. Speed humps slow traffic more gradually than speed bumps, although less so than speed tables.
2. Traffic Logix rubber solutions: specifically designed to be used on a permanent basis. Engineered to perform without deforming, are sturdy, long lasting, highly visible, and can withstand large traffic volumes continuously.
3. Speed Tables: Flat-topped speed humps, which are generally, long enough for the entire wheelbase of a passenger car to rest on top. The design of speed tables allows for more gradual slowing of vehicle speed than humps. This makes speed tables the ideal solution for roads with typical residential speed limits.
4. Curb Extension/Medians: Curb extensions can be used to create a variety of horizontal traffic-calming measures such as roundabouts, chicanes, neck downs and chokers.
5. Speed Cushions: Speed cushions are the newest available traffic-calming device, and perhaps the most innovative. They have several distinct advantages. Designed as three small speed humps, speed cushions force pedestrian vehicles to slow down. However, the wider axle of emergency vehicles allows them to pass without slowing down. In addition, speed cushions are more affordable than speed humps or tables since they require less material.
6. Neighborhood traffic circles (roundabouts): Raised islands, placed in the middle of an intersection, directing all traffic in the same direction. Usually larger than roundabouts.
7. Chicane: A series of narrowing or curb extensions that alternate from one side of the roadway to the other, forming s-shaped curves.
8. Choker: Curb extensions at midblock or intersection corners that narrow a street by extending the sidewalk or widening the planting strip.
9. Center island narrowing: Raised islands located along the centerline of a roadway that narrow the width at that location.
10. Bulbouts/Neckdowns: Curb extensions at intersections that reduce curb-to-curb roadway travel lane widths.
11. Diverter: Barriers placed diagonally across an intersection, blocking certain movements.
12. Forced Turn Lanes: Raised islands located on approaches to an intersection that block certain movements.
13. Raised Intersection: Flat raised areas covering entire intersections, with ramps on all approaches and often with brick or other textured materials on the flat section and ramps.
14. Police Enforcement: Employing the services of law enforcement agencies to impose the local safe vehicle laws, including those for posted speeds and traffic signal/signs.

[Source: U.S. Department of Transportation Federal Highway Administration]

Descriptions & Photos of Traffic Calming Devices and Techniques

Devices & Techniques	Descriptions	Photos
Bike Lanes	A portion of a roadway, which has been designated by striping, signing, and pavement markings for the preferential or exclusive use of bicyclists.	
Bulbouts/Neckdowns/Chokers	Curb extensions at intersections that reduce curb-to-curb roadway travel lane widths.	
Center Islands	Raised islands located along the centerline of a roadway that narrow the width at that location.	
Chicanes/Lateral Shifts	Curb extensions that alternate from one side of the roadway to the other, forming s-shaped curves.	
Closures (Cul-de-sacs)	Barriers placed across roadways to completely close through vehicle traffic.	

Diverter	Barriers placed diagonally across an intersection, blocking certain movements.	
Education	Instructions given to the residents on safe on-street vehicle travel.	
Forced Turn Lanes	Raised islands located on approaches to an intersection that block certain movements.	
Median Barriers	Raised islands located along the centerline of a roadway and continuing through an intersection to block cross traffic.	
Police Enforcement	Involve employing the services of law enforcement agencies to impose the local safe vehicle laws, including those for posted speeds and traffic signal/signs.	
Realigned Intersections	Changes in alignments that convert T-intersections with straight approaches into curving roadways meeting at right angles.	

Roundabouts	Barriers placed in the middle of an intersection, directing all traffic in the same direction.	
Speed Humps	Rounded raised pavement devices placed across roadways to slow and/or discourage traffic.	
Speed Tables/ Textured Pavement/ Raised Crossings	Flat-topped speed humps often constructed with a brick or other textured material to slow traffic.	
Traffic Circles	Barriers placed in the middle of an intersection, directing all traffic in the same direction. Usually larger than roundabouts.	
<p><i>Sources: Traffic Calming, Selected Practices, Lessons Learned and Reed Ewing, Rutgers University, Center for Urban Policy Research.</i></p>		



TRAFFIC CALMING REQUEST FORM TOWN OF WAYLAND

What is traffic calming? The goal of traffic calming is to make streets safer for pedestrians, bicyclists and motorists by implementing roadways with features that induce drivers to slow down and pay more attention to their surroundings. Three major categories of traffic calming include: (1) narrowing the real or apparent width of the street, (2) deflecting or introducing curvature to the vehicle path, and (3) altering the profile of the vehicle path. Traffic Calming does not include the installation of regulatory traffic control devices such as signals, stop signs, or lowering a speed limit because they are not self-enforcing. A copy of the Wayland Traffic Calming Policy is available by visiting <http://www.wayland.ma.us>. Call the DPW if you have any questions at (508) 358-3672.

Traffic Calming Request Form Directions: Please fill out this form and mail it to the address listed below. By using this form you will help us assess the type of issues or concerns you are having with a street in your neighborhood. Each request will be considered separately. We will place your request on the agenda for the Board of Public Works (the Board) within sixty (60) days of receipt. Following a public hearing, the Board will make a determination if this traffic calming request merits further consideration.

1. Name _____ Date _____

Address _____

Email _____

Phone (day) _____ (night) _____

2. Please list the street(s)/ location/ intersection that concerns you:

3. What time of day do the concerns you have seem most noticeable?

4. Please check each item below that applies to the referenced street(s):

☐ Pedestrian/Bicyclist Safety ☐ Speeding Vehicles ☐ Sign placement
☐ High traffic volume ☐ Parking Issues ☐ Difficult to cross street
☐ Sight Distance Issues (for drivers) ☐ Poor Road Conditions ☐ Other (describe):

5. Required signatures. This form in the space provided below must contain signatures from at least ten (10) households or 50% of the residences or businesses on the street, whichever is less, for the town to begin consideration of a traffic calming plan. You can also obtain more signatures than the minimum to show local support for your request.

6. You may also attach a drawing on another sheet of paper if you think it will be helpful.

Please return this completed form to: Department of Public Works, 41 Cochituate Road, Wayland, MA 01778, Attn: DPW Director.

<u>Name</u>	<u>Signature</u>	<u>Address</u>
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____
6. _____	_____	_____
7. _____	_____	_____
8. _____	_____	_____
9. _____	_____	_____
10. _____	_____	_____
11. _____	_____	_____
12. _____	_____	_____

BoPW Meeting 5/10/2021

Director's Operational Report

Director's Project Update
(Director to Provide Update at Meeting)

- AMI Project Update
- 2021 Paving Update
- Water Management Act Permit

Engineering Division

Town Engineer:

- Bridge project coordination. Old Sudbury Road bidding documents finalization. Stonebridge/Potter coordination.
- Preparation for rate setting water and wastewater.
- River's Edge - sewer system connection design coordination. MassDOT permit coordination. Groundwater Permit coordination. Administrative Consent Order negotiation.
- WWMDC support for O&M agreement.
- Alta at River's Edge project management, cost review.
- Sedgemoor water main design efforts.

GIS Coordinator:

- Drainage outfall data collection and data entry
- Conservation Trail Maps and Fire Station Wall Map

Town Surveyor:

- Survey property bounds at South 20 Landfill
- Survey trees in/out of Right-of-Way-Assist for Tree Hearing
- Providing Plans to residents/contractors/surveyors/engineers
- Assist Conservation with locating structures at Rice Road Auxiliary Reservoir
- Assist Assessors office with deeds and owners of record
- Survey/Set recreation fields Town-wide

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
- Gathering quotes and procurement paperwork for Well Cleaning and Rehabilitation for 3 wells at Baldwin Pond
- Gathering quotes and procurement paperwork for ozone tank cleaning at Baldwin Pond
- Scheduled Air Compressor Maintenance at Baldwin Pond Plant
- Update from Koch on 1st membrane order – Shipping from factory on June 4th

- Campbell Well has received a full round of maintenance over the winter. New chemical pumps, chemical analyzer probe replacement (chlorine, pH, and fluoride), chemical day tank upgrades and new chemical lines. Station is ready for operation when needed this summer.

Distribution:

- Meter Reading of Cycle 3 completed, Cycle 4 currently being read
- Completed daily work orders and dig safe markouts
- Repaired 12" Water Main Break on Main Street at the Wayland Middle School
- Repaired 6" Water Main Break on Bald Rock Road
- Renewed water service main-to-curb at 213 West Plain Street
- Repaired water service leak at 47 Chestnut Road

Highway & Park Division

- Spring cleanup of Town properties and Cemeteries
- Daily scheduled mowing starting
- Finished installing Spring athletic fields
- Assist Water Division with water distribution at transfer station and deliveries
- Catch Basin Cleaning program completed
- Spring street sweeping completed
- Top coarse of asphalt placed, Wayland Hills, Clubhouse Lane, Loring Lane, Lynn Lane, and Smokey Hill Road
- 6 Burial interments
- Re-installed bike lane poles on Commonwealth Road
- Assist Water Division with 4 water breaks

Transfer Station

- Coordinated with DPW for water distribution
- Preparing for FY22 Program

BoPW Meeting 5/10/2021

March Financials

TOWN OF WAYLAND DEPARTMENT OF PUBLIC WORKS

FY21-YEAR TO DATE OPERATING BUDGET SUMMARY AS OF 3/31/2021

Program percentage - 75%										
	BUDGET	YEAR-TO-DATE	ENCUMBRANCES BALANCE	BUDGET BALANCE	YTD % used	FY2020	FY2019	FY2018	ACTUAL EXPENSES FY2017	FY2016
HIGHWAY										
SALARIES	\$ 1,032,100.00	\$ 705,307.31	\$	\$ 326,792.69	68.34%	\$ 953,712.00	\$1,007,074.82	\$993,042.81	\$939,665.56	\$851,281.48
SERVICE EXPENSES	\$ 511,300.00	\$ 146,579.93	\$ 221,262.24	\$ 143,457.83	28.67%	\$ 281,619.00	\$514,528.85	\$462,611.14	\$228,709.27	\$254,814.72
GOODS EXPENSES	\$ 151,500.00	\$ 35,367.05	\$ 29,280.33	\$ 86,852.62	23.34%	\$ 111,302.00	\$140,839.50	\$92,257.51	\$81,463.56	\$73,263.51
FY21 TOTAL	\$ 1,694,900.00	\$ 887,254.29	\$ 250,542.57	\$ 557,103.14	52.35%	\$ 1,346,633.00	\$1,662,443.17	\$1,547,906.46	\$1,249,838.39	\$1,179,359.71
HIGHWAY-SNOW										
OVERTIME	\$ 175,000.00	\$ 145,383.66	\$	\$ 29,616.34	83.08%	\$ 126,464.00	\$168,415.59	\$207,581.41	\$176,405.70	\$96,602.26
SERVICE & GOODS EXPENSES	\$ 325,000.00	\$ 275,387.74	\$ 88,434.60	\$ (38,822.34)	84.73%	\$ 283,535.00	\$990,402.70	\$522,549.00	\$585,000.00	\$331,104.92
FY21 TOTAL	\$ 500,000.00	\$ 420,771.40	\$ 88,434.60	\$ (9,206.00)	84.15%	\$ 408,999.00	\$558,818.29	\$730,130.41	\$761,405.70	\$427,707.18
TRANSFER STATION										
SALARIES	\$ 186,150.00	\$ 133,541.58	\$	\$ 52,608.42	71.74%	\$ 168,570.00	\$148,402.75	\$456,161.95	\$406,701.63	\$361,603.29
SERVICE & GOODS EXPENSES	\$ 262,600.00	\$ 140,424.20	\$ 166,539.56	\$ (44,363.76)	53.47%	\$ 234,095.00	\$221,385.31	\$	\$	\$
FY21 TOTAL	\$ 448,750.00	\$ 273,965.78	\$ 166,539.56	\$ 8,244.66	61.05%	\$ 402,665.00	\$369,788.06	\$289,831.58	\$359,072.54	\$409,071.43
TRANSFER STATION REVENUE										
REV/EXP BALANCE +/-	\$	\$ 313,979.64	\$	\$						
LANDFILL EXPENSES	\$ 50,000.00	\$ 5,110.00	\$ 10,742.80	\$ 34,147.20	10.22%	\$ 32,071.00	\$56,060.00	\$53,150.20	\$42,231.64	\$23,316.56
PARK										
SALARIES	\$ 703,100.00	\$ 490,044.25	\$	\$ 213,055.75	69.70%	\$ 640,390.00	\$605,531.90	\$564,038.91	\$550,555.51	\$497,669.11
SERVICE EXPENSES	\$ 217,800.00	\$ 118,260.41	\$ 45,421.76	\$ 54,117.83	54.30%	\$ 153,630.00	\$214,808.97	\$211,203.07	\$187,726.09	\$216,729.22
GOODS EXPENSES	\$ 132,000.00	\$ 34,352.62	\$ 56,285.09	\$ 67,626.31	26.02%	\$ 97,955.00	\$104,521.77	\$122,535.91	\$114,327.03	\$107,032.63
FY21 TOTAL	\$ 1,052,900.00	\$ 642,657.28	\$ 101,706.85	\$ 308,535.87	61.04%	\$ 891,975.00	\$924,862.64	\$897,777.89	\$852,608.63	\$821,430.96
ENGINEERING										
SALARIES	\$ 283,970.00	\$ 213,717.55	\$	\$ 70,252.45	75.26%	\$ 261,048.00	\$335,292.76	\$134,075.19	\$169,040.76	\$165,319.10
SERVICE & GOODS EXPENSES	\$ 49,420.00	\$ 14,072.74	\$ 8,198.50	\$ 27,148.76	28.48%	\$ 14,391.00	\$18,793.70	\$25,169.99	\$1,634.49	\$2,030.19
FY21 TOTAL	\$ 333,390.00	\$ 227,790.29	\$ 8,198.50	\$ 97,401.21	68.33%	\$ 275,439.00	\$354,086.46	\$159,245.18	\$170,675.25	\$167,349.29
WATER										
SALARIES	\$ 811,600.00	\$ 546,528.98	\$	\$ 265,071.02	67.34%	\$ 743,291.00	\$744,874.30	\$675,988.22	\$624,068.06	\$675,805.03
SERVICES & GOODS EXPENSES	\$ 1,495,967.00	\$ 598,341.68	\$ 648,073.98	\$ 249,551.34	40.00%	\$ 940,037.00	\$1,052,873.72	\$1,834,032.00	\$1,756,287.00	\$1,732,749.00
DEBT SERVICE	\$ 1,313,018.00	\$ 1,208,239.88	\$	\$ 104,778.12	92.02%	\$ 1,231,860.00	\$1,622,498.49	\$1,322,861.00	\$1,093,106.00	\$1,064,627.00
INDIRECTS	\$ 362,472.00	\$	\$	\$ 366,169.00						
FY21 TOTAL	\$ 3,983,057.00	\$ 2,353,110.54	\$ 648,073.98	\$ 981,872.48	59.08%	\$ 2,915,188.00	\$3,420,246.51	\$3,832,881.22	\$3,473,461.06	\$3,473,181.03
Revenue	\$ 3,983,864.00	\$ 3,052,536.14	\$	\$ 931,327.86	76.62%	\$ 3,721,520.00	\$3,660,402.39	\$3,774,858.74	\$3,825,827.51	\$3,684,596.80
Fund Balance start FY21					0.00%					
REV/EXP BALANCE +/-	\$ 1,484,862.00	\$ 699,425.60								
TOTAL DPW FUNDING FOR FY21	\$ 8,012,997.00	\$ 4,805,549.58	\$ 1,263,496.06	\$ 1,943,951.36	59.97%	\$ 5,831,900.00	\$6,731,426.84	\$6,727,642.33	\$6,105,655.87	\$ 5,664,637.55

BoPW Meeting 5/10/2021

Board Members' Reports, Concerns and Updates

BoPW Meeting 5/10/2021

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

BoPW Meeting 5/10/2021

**Review and Approve Minutes of the
4/27/2021 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
April 27, 2021

MEETING MINUTES

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

DPW Staff in Attendance: Tom Holder (DPW Director), Don Millette (Water Superintendent)

Other Attendees: John Bugbee (Assistant Town Administrator), Pam Roman (Finance Committee), Tom Fay (Board of Selectmen Liaison), Jason Adams, Host (Technology)

Meeting opened at 5:02 PM.

Meeting Information, Remote Roll Call, & Announcements

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

Wegerbauer did a roll call of all those who were attending remotely, and reviewed the agenda.

Public Comment

Barbara Tobin, of 62 Cochituate Road, asked what is the plan for recycling the plastic water bottles currently being distributed as part of the PFAS remediation plan.

Email message from Judy Ling in which she asks if connecting to MWRA will reduce the incentive to find the source of PFAS; if we don't know the source we can't clean it up. Also if we choose MWRA water then we won't have to protect our aquifer and this could mean that increased development could be allowed. If such development occurs it will be difficult to reverse and the aquifer would be compromised.

She was surprised to read in the Town Administrator memo dated 4/26 that the old artificial turf field was not included as a potential PFAS source. Considering its proximity to a “community ground water source” as well as to the Happy Hollow wells she believed that it should be considered as a potential source of PFAS contamination. If we connect to MWRA then this may not focus attention on finding if the High School old turf field (not listed in the Town Administrator’s memo) was a possible source. Wegerbauer told her that we were testing for the turf field. We haven’t had significant results for that well to date.

Items Not Included in the Packet for Discussion
- email message from Judy Ling

PFAS Water Distribution Program – Potential Rebate Program for Alternative Drink Water – Discussion and Possible Vote

Wegerbauer shared the PFAS Alternative Water – Rebate Program memo with the Board. He welcomed the proposal of introducing a rebate to replace the supply of plastic water bottles. He sees this as a way to reduce the plastic waste resulting from water distribution. Holder explained that he had been working with the Assistant Town Administrator to devise a rebate program. A rebate program would cost the Town \$59,120 a month whereas distribution of water bottles costs \$86,320 a month. Wegerbauer was concerned that residents would still be purchasing plastic bottles, but Holder pointed out that they would be able to choose the size of container which suited them, or purchase PFAS filters instead.

Holder was asked how this change would work. He explained that currently water was delivered to 5 schools, 3 assisted living communities, 7 preschool/day care facilities, etc. This costs the Town \$14,320 a month. These facilities could continue with water deliveries from our vendor, or those facilities could source their own supplies. As regards to residents, they would input their information later in May on the Town Website to obtain the rebate. This rebate would continue until the PFAS levels conform to DEP regulations. A reimbursement option was then suggested whereby, rather than get a rebate before residents purchased their own water, they would send in receipts to the DPW. Holder replied that the increase in administrative effort this would entail would not be possible. He explained that the rebate alternative, once the system was set up would have a relatively low impact on staffing.

Lewis made a motion to authorize Holder to take the necessary steps to determine to convert from water distribution to a rebate scheme. Goldsmith 2nd, and Wegerbauer called for discussion.

Lowery and Wegerbauer, both with IT expertise were concerned that a MUNIS based system would take longer and cost more to set up and maintain than envisaged. They suggested that the IT system was unlikely to save money and we should stay with what is working. Lowery made an amendment to the motion that the form for residents to sign up for the rebate should include a link to the DEP site listing PFAS filters. Lewis 2nd. Wegerbauer adjusted the motion to include this suggestion and called for a roll call vote.

Wegerbauer aye, Lewis aye, Lowery nay, Mishara abstain, Goldsmith aye.
Motion passed (3-1-1).

Items Not Included in the Packet for Discussion
- PFAS Alternative Water - Rebate memo

PFAS Remediation – Short-Short Term Plan – Discussion and Possible Vote

This plan otherwise labelled the near term plan, covered what would happen in the next two months to mitigate the PFAS issue. Holder explained plans for treating wells to reduce the PFAS level below the DEP threshold level of 20 parts per trillion, at which point the Town would be taken out of non-compliance with the DEP and neither alternate water nor a rebate would need to be supplied. He was awaiting information from vendors. He also outlined discussions underway with the MWRA to install an emergency MWRA connection.

Items Not Included in the Packet for Discussion

- Wayland MWRA Connection Cost Model draft

PFAS Remediation – Status of Current Short and Long Term Options/Plans

Holder discussed what would happen over the next 6 months and what the options would be through the winter. Treatment options presently being considered involved piping which would need to be removed in winter temperatures. Options to winterize the treatment unit were discussed, as well as to lease as opposed to purchase options. Since a MWRA emergency connection might take six months to come to fruition, an option might be to use the treatment unit until the MWRA connection was available. Goldsmith queried why we were considering ion exchange treatment as compared with carbon. Holder explained the role of Tata & Howard as our Engineering Consultants and it was agreed that they should be invited to send a representative to a BoPW meeting on May 4th.

Kleinfelder are the Town's Engineering Consultants studying what our options are over the longer term. Lowery pointed out that it was important that we don't make plans for the near term which would then foreclose future options. Lewis shared that residents want to know the source of the PFAS in Town wells. Since the Town can't simply close a well, can other wells be reactivated, such as the Meadowview well which has been offline since the early 2000s? Millette explained that at this stage the well would not be up to safety standards. Wegerbauer informed the Board that the Board of Selectmen were holding a joint meeting with the Board of Public Works, the Board of Health and the Finance Commission to discuss these matters further.

Items Not Included in the Packet for Discussion

- 4/13/2021 Memorandum from Town Administrator, MassDEP Notice of Non-Compliance Receipt and Next Steps

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

Holder shared that the Kleinfelder Contract to consider the Town's long term Financial and Engineering options for mitigating PFAS will be signed by the Board of Selectmen at their meeting on May 3rd. He also informed the Board that Wayland is in a level 1 drought currently and so it is necessary to implement water restriction measures such that non-handheld watering would be allowed on one day of the week only. A proposed Water Use Restriction Press Release was in preparation. This restriction would include, irrigation of lawns and gardens via automated systems, washing of vehicles other than by commercial car wash, washing of exterior building surfaces, parking lots, driveways, or sidewalks, except as needed to apply paint, preservatives, stucco, pavement or cement. He requested that the Board vote to allow Holder and Millette to implement whatever water use restriction action was necessary this season. Handheld watering could take place at any time.

Lewis made a motion to authorize Holder and Millette to implement water conservation actions including water restriction measures as proposed.

Wegerbauer aye, Goldsmith aye, Mishara aye, Lewis aye, Lowery aye, Motion passed (5-0-0).

Review and Approve the Minutes of the 4/13/2021 Meeting

Mishara made a motion Lowery to approve the minutes of the 4/01/2021 as amended. Goldsmith 2nd, and a roll call vote was taken.

Wegerbauer aye, Goldsmith aye, Mishara aye Lewis aye, Lowery aye. Motion passed (5-0-0).

Items Sent to Board for Discussion

- 4/13/2021 BOPW Meeting Minutes Draft

Discuss Future Meeting Dates – May 3rd Joint Meeting

The next meeting will take place on May 3rd and will be a joint meeting with the Board of Selectmen. This will be followed by a meeting on May 4th to discuss matters arising at the meeting on May 3rd. A further meeting will take place on May 10th, 2021 at 5 pm, as well as a meeting at Noon on Saturday May 15th, prior to the Town meeting which is scheduled to start at 12:30 PM. This will then be followed by a meeting on June 8th at 5 pm. All BoPW meetings will be held remotely until further notice.

Adjourn

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

Lowery aye, Lewis aye, Mishara aye, Wegerbauer aye, Goldsmith aye, Lowery aye. Motion passed (5-0-0).

Meeting adjourned at 7:05PM.

Respectfully submitted,
Anita Martin
Business Manager

BoPW Meeting 5/10/2021

Set Future Meeting Dates

BoPW Meeting 5/10/2021

Adjourn

