

WAYLAND BOARD OF PUBLIC WORKS

DPW Facility
66 River Road
Wayland, MA 01778
February 26, 2019

MEETING MINUTES

Present: M. Lowery (Chair), C. Lewis (Vice Chair), J. Mishara, M. Wegerbauer, T. Holder (DPW Director)

Absent: T. Abdella

Town Staff in Attendance: George Uveges (Finance Committee)

DPW Staff in Attendance: Daniel Cabral (DPW Business Manager), Don Millette (Water Division Superintendent)

Meeting opened at 7:00 PM

Lowery announced the meeting will be recorded by WayCam for later broadcast.

Lowery reviewed the agenda.

Lowery asked for public comment.

Public Comment

Gordon Schultz of 6 Spencer Circle appeared before the Board to discuss the status of the acceptance of Spencer Circle.

Schultz noted that he feels recent meetings have indicated that interested parties are working towards a resolution to allow Spencer Circle to be accepted.

Schultz discussed the status of the process of obtaining an easement to allow the DPW to access the drainage system of Spencer Circle.

Holder described a recent inspection of the drainage system, which revealed that the system appears in good condition overall.

Holder added that the inspection that occurred was less intrusive than work that may potentially need to occur to maintain the drainage system in the future.

Schultz asked if there is an estimated longevity of the drainage system.

Holder replied that the design life of the system is likely 25 to 50 years.

Discussion and Potential Board Vote on 2019 Annual Town Meeting Article(s)

Spencer Circle

Mishara asked who is drafting the proposed easement.

Holder replied that KP Law is drafting it, and language is anticipated to be very similar to that of Dylan Circle.

Lowery asked if there are any other technical matters that would be an impediment to accepting the road.

Holder noted that based on an assessment made several years ago, an estimates cost of \$35,000 to \$65,000 in maintenance will likely be necessary in 5 to 6 years.

Holder clarified that there are actually two easements necessary for Spencer Circle.

Lowery asked if the diagrams available are sufficient to maintain the system in lieu of as-built plans.

Holder noted that there should be no issue maintaining the system based upon the available diagrams.

Lewis asked if the language of the easement is anticipated to absolve the Town from having to return land disturbed on the easement to original condition.

Holder noted that it is his understanding the Town would likely not be liable to restore the easement to its original state.

Lowery added that he is inclined to rely on the opinion of the DPW Director regarding the adequacy of the language of the easement.

Holder noted that he would do everything possible to avoid disturbing the easement to maintain the system, but at some point it may be inevitable.

Richard Stoddard of 5 Spencer Circle noted that there appears to be a partially collapsed inlet that the developer needs to repair prior to the road's acceptance.

Lowery suggested that a list of issues the developer needs to address prior to acceptance of Spencer Circle be drafted.

Automatic Meter Reading Article

Lowery noted that he requested the Board of Selectmen position the Automatic Meter Reading (AMR) Article ahead of the Loker Fields article.

Wegerbauer asked if the updated text was included in the article reviewed by the Board of Selectmen.

Finance Committee member George Uveges noted that the Finance Committee cannot adjust the article text, as that needs to be done by the Town Administrator.

Wegerbauer noted that he had submitted the updated text to Town Administrator Louise Miller.

Holder noted that he will confirm that the updated language is included in the article.

Mishara noted that he can add a link to the AMR presentation in the article text.

Mishara reviewed a draft of an informational article, "Time for Wireless Water Readers is Now!" for distribution.

The Board suggested language changes for inclusion in the article.

Wegerbauer made a motion to approve the draft article "Time for Wireless Water Readers is Now!" as amended for distribution, subject to minor corrections.

Lowery 2nd.

Lowery, Mishara, Wegerbauer in favor. Lewis abstain.

Uveges suggested copies of the article be available to distribute at Town Meeting.

Uveges urged the Board to incorporate an example of the cost saving benefits of the system.

Items Included in the Packet for Discussion:

- Draft Article: Accept Spencer Circle as a Public Way

Items Distributed for Review:

- 6 Spencer Circle Quitclaim Deed

- Spencer Circle plans (6 sheets)

- Draft "Time for Wireless Water Readers is Now!"

DPW Director's Operational Report

Holder discussed the previous day's wind storm, which downed approximately 40 trees.

Holder described an issue that occurred at the Town Center Wastewater Plant on Sunday, which was promptly addressed by the Wastewater Operations Manager.

Lowery urged a note be sent to the Town Administrator and Board of Selectmen regarding the issue and its resolution.

Holder noted that the Finance Committee voted the operational and capital budget, where they reduced the capital funding for road construction to \$500,000 and eliminated the replacement of Unit P59 John Deere tractor.

Holder noted that the Dude Solutions GIS platform is scheduled to be rolled out next Thursday.

Holder discussed the status of the Rivers Edge site, noting that the asbestos abatement has been completed.

Wegerbauer asked about the status of the aqueduct crossing project.

Holder noted that the project has not yet been fully designed.

Lowery asked about the status of the General Fund's pending reimbursement to the Water Enterprise Fund for interest owed.

Holder noted that the reimbursement has not yet occurred and he is unsure when it will take place.

Lowery asked if the private Road sign toppers have all been installed yet.

Doucette responded that we are still in the process of installing them.

Items Included in the Packet for Discussion:

- 2/26/2019 Operational Report

Board Members' Reports, Concerns, and Updates

Lewis asked about the status of the Transfer Station budget.

Holder noted that there will be a staff meeting on Thursday to discuss the budget shortfall.

Lowery requested that a discussion of the Transfer Station finances occur at the next meeting.

Wegerbauer noted that the speed signs on Claypit Hill appear to be effective.

Lowery discussed the status of the lighting of Mill Pond, noting that it is under the custody of the BOPW.

Lowery noted that he would like to discuss the potential costs associated with maintaining Mill Pond for ice skating.

Holder noted that the Recreation Department had considered offering managed skating at Mill Pond, but decided against it.

Lowery noted that the Board of Public Works is the custodian of the park land and, as skating is not an organized activity, the Board could choose to light it if they desire..

Lowery noted that he reviewed the pothole policy, and that it contained no differentiation between public and private roads.

Lowery noted that he would like the Board to discuss potentially editing the policy.

Lowery suggested the creation of a centralized list of all policies and permits on the DPW website.

Items Distributed for Review:

- *Map of Mill Pond*
- *“Skating at the Mill Pond” by Molly Faulkner*

Review and Approve the Minutes of the 2/5/2019 Meeting

Mishara made a motion to approve the minutes of the 2/5/2019 meeting as presented.

Wegerbauer 2nd, all in favor.

Items Included in the Packet for Discussion

- *2/5/2019 BOPW Meeting Minutes Draft*

Set or Confirm Future Meeting Dates & Topics / To-Do List

Lowery confirmed the upcoming meeting dates of 3/13/2019, 3/26/2019, 4/9/2019, and 4/23/2019.

Items Included in the Packet for Discussion

- *2/26/2019 BOPW Action Item List*

Mishara made a motion to adjourn.

Lewis 2nd, all in favor.

Meeting adjourned at 8:50 PM.

Respectfully submitted,
Daniel Cabral
Business Manager