

WAYLAND BOARD OF PUBLIC WORKS

DPW Facility
66 River Road
Wayland, MA 01778
May 7, 2019

MEETING MINUTES

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

DPW Staff in Attendance: Dan Cabral (DPW Business Manager), Joe Doucette (Highway and Park Division Superintendent)

Meeting opened at 7:00 PM

Lowery noted that the meeting would be recorded by WayCam.

Lowery reviewed the agenda.

Public Comment

Kim Cooke of 12 Ellie Lane appeared before the Board to discuss maintenance issues with Lincoln Road, noting the presence of debris along the side as well as heavy rutting that has occurred to the dirt portions of the road.

Lowery noted that he had driven the road and had observed rutting, but had found that he observed minimal roadside debris.

Holder noted that the road is frequently graded and potholes filled, but poor drainage make it difficult to institute lasting repairs.

Holder discussed potential ways to address the issues on the road, including removing the top eight inches of material to be replaced by fresh gravel or utilizing road millings collected from town resurfacing projects.

Holder noted that he is considering conducting a survey of the residents of Lincoln Road to determine what their preferred solution is.

Board Vote(s) to Appoint Chair and Vice Chair

Lowery noted that he would prefer not to be chair to allow him to focus on specific issues.

Lewis made a motion to nominate Lowery as Chair.

Abdella, Lewis, Mishara, Wegerbauer in favor. Lowery abstain.

Lowery nominated Lewis as Vice Chair.

Abdella, Lowery, Mishara, Wegerbauer in favor. Lewis abstain.

Discussion of Actions and Results of 2019 Annual Town Meeting

The Board discussed the passing of the Automatic Meter Reading (AMR) article at Annual Town Meeting.

The Board discussed the current status of the request for proposals for the AMR project.

Lowery noted that he and Holder have been invited to participate in a Wayland Weekly Buzz WayCam show to discuss the AMR system.

Lowery noted that the Board should discuss what the future use of the land at 195 Main Street should be, as it remains under the custody of the Board.

Holder noted that he plans to have representatives from Kleinfelder attend the next meeting to discuss the state of the Town's Stormwater infrastructure.

Discussion on DPW Public Outreach

Lewis noted that, in his opinion, the public is largely unaware of all the functions the DPW provides, and suggested the creation of a 'welcome packet' to be provided to new residents advising them of what services the DPW provides.

Holder suggested creating signs to be placed at work sites to noting that they are DPW projects.

Lewis asked if the amount of money spent maintaining particular roads is tracked.

Holder noted that the number of man hours spent maintaining a particular road can be determined.

Wegerbauer noted that the Board could provide their submission to the annual Town Report as a part of the information provided to new residents.

DPW Director's Operational Report

Holder reviewed the 5/7/2019 Operational Report.

Holder discussed the Water Quality Award received by the Water Division.

Holder discussed the scheduling of a Public Tree Hearing for the June 4, 2019 meeting.

Holder noted Brinkman will attend the next meeting to begin discussing FY20 water rates.

Holder urged the Board to again consider addressing the issue of residents not allowing Water Division personnel access to perform maintenance.

The Board discussed the option of installing a meter in a pit as a response to not gaining entry into residents' homes.

Holder discussed the status of the Route 20 water main project.

Holder discussed the preparation of a new attendant's booth at the Transfer Station.

Mishara asked when final paving is scheduled for the intersection of Routes 27 and 30.

Holder replied that there is a completion date of June 9 according to MassDOT.

Holder discussed the implementation of the new GIS system.

Holder discussed the DPW's participation in the recent Massachusetts Vulnerability Preparedness meeting.

Lewis asked about the status of the MWRA study.

Holder noted that now that funding has been approved, he will contact MWRA officials to begin discussions.

Lewis asked about the status of the Route 20 South landfill site.

Holder noted that the project is currently halted at the request of the Town Administrator due to conservation issues.

Lowery suggested that a discussion occur with the Town Administrator to address concerns relating to the project.

Holder noted that the DEP has indicated that whatever the land is ultimately used for, the cap needs to be repaired.

Lowery asked about the history of the Town Beach Walkway project.

Park and Highway Superintendent Joe Doucette discussed the nature of the project, noting that it has been a three-year project that is slated to be completed this year.

Lowery urged the construction of a sidewalk leading to the Town Beach down Parkland from West Plain.

Items Included in the Packet for Discussion:
- 5/7/2019 Financial Report

Board Members' Reports, Concerns, and Updates

Lowery discussed the status of the open stormwater system on Stanton Street and the DPW's ability to maintain the system.

Lowery noted a large trench by Stone's Bridge is directing runoff into the Sudbury River.

Lowery requested that the DPW look into the status of the trench to determine what needs to be done to divert the stormwater from running directly into the river.

Lowery discussed the restrictions placed on certain GIS layers to staff only, as well as the plan to draft a policy governing control of the access to the layers.

Lowery noted that in order for many of the Town's boards and committees to perform their functions, they need access to the drainage layer of the GIS system.

Lowery noted that he feels the town needs a GIS access policy and requests that the topic be placed on the next agenda.

Review and Approve the Minutes of the 4/22/2019 Meeting

Abdella noted that he was not present.

Mishara made a motion to approve the minutes of the 4/22/2019 meeting as amended.

Abdella 2nd, all in favor.

Items Included in the Packet for Discussion
- 4/22/2019 BOPW Meeting Minutes Draft

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

The Board confirmed that meetings will continue to occur on the first and third Tuesdays of the month.

Lowery noted that he wished to discuss the past interest due to the Water Enterprise Fund at a future meeting.

Items Included in the Packet for Discussion
- 4/22/2019 BOPW Action Item List

Mishara made a motion to adjourn.

Lewis 2nd, all in favor.

Meeting adjourned at 8:45 PM.

Respectfully submitted,
Daniel Cabral
DPW Business Manager