

WAYLAND BOARD OF PUBLIC WORKS

DPW Facility
66 River Road
Wayland, MA 01778
May 8, 2018

MEETING MINUTES

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

DPW Staff in Attendance: Daniel Cabral (DPW Business Manager), Joe Doucette (DPW Superintendent)

Meeting opened at 7:00 PM

Lowery announced that the meeting is being recorded.

Lowery asked for public comment – there was none.

Irrigation Application: Town Building Field

Katherine Brenna, Recreation Director, appeared before the Board to discuss the irrigation application for the municipal field at the Wayland Town Building.

Lowery asked Brenna what water conservation measures would be used on the field.

Brenna described the rotating heads and rain gauges in use.

Abdella asked Holder if the system meets all the requirements of the application.

Holder confirmed that the system meets all requirements.

Lowery asked if the irrigation system would be permitted to be used during water bans.

Holder confirmed that it would, as the field is a Town asset and irrigation is necessary to keep the field safe for play.

Lowery asked Brenna to consider using sub-surface irrigation or reclaimed water for field irrigation systems in the future.

Mishara made a motion to approve the irrigation application for the Town Building Field.

Abdella 2nd.

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

Items Included in the Packet for Discussion:
- 41 Cochituate Road Irrigation Application

Discussion of Possible Location of Police Firing Range with the Transfer Station (Police Chief Swanick in attendance)

Chief Swanick and Lieutenant Gibbons appeared before the Board to discuss their search for an alternative location for a police firing range.

Lowery noted that it is his recollection that the location of the proposed firing range is located in an area designated for wetlands reclamation.

Swanick noted that he has discussed the proposed location with Conservation Commissioner Linda Hansen.

Lowery suggested that Chief Swanick draft an MOA detailing the usage of the proposed firing range for further consideration by the Board.

Mishara suggested that residents in the area of the proposed range be notified prior to the next Board discussion.

Items Included in the Packet for Discussion:
- 4/30/18 Letter from Chief Swanick to Board of Selectmen re: Police Firing Range: Update on Alternatives

Discussion and Potential Board Vote on FY2019 Transfer Station Fees

Holder reviewed the proposed FY19 Transfer Station fee structure.

Abdella suggested a higher sticker price be considered rather than instituting per-item charges.

The Board discussed proposed bulky item fee collection strategies.

Wegerbauer noted that he would prefer to adjust only the sticker fees and electronic recycling fees.

Wegerbauer questioned whether the projected revenue level of \$414,200 was necessary to attain the desired revolving fund balance.

Mishara made a motion to increase the Full Permit fee to \$155, the Recycle-Only Permit fee to \$45, and the Electronics & TV Recycling fee to \$25-\$45.

Lowery 2nd. Abdella, Lewis, Lowery, and Mishara in favor. Wegerbauer opposed.

Lowery added that a per-item bulky waste fee could be considered later if necessary.

Lowery offered to investigate a fee collection solution for bulky waste items.

Items Included in the Packet for Discussion:

- Transfer Station – Proposed Fee Structure

Discussion and Possible Board Vote on Eversource Vegetation Management Program in Vicinity of Meadowview Well

Lowery discussed the notification letter sent to Eversource last year, and proposed that a new letter be drafted with language added to confirm that they agree with the Board's request.

Mishara made a motion to allow Lowery to draft a letter to be sent Certified Mail, Return Receipt, to Eversource.

Lewis 2nd, all in favor.

Items Included in the Packet for Discussion:

- 1/31/17 Letter from the Board of Public Works to William Hayes, Eversource Senior Transmission Arborist re: Wayland Wellhead Capture Zones – Sensitive Areas

- 4/10/2018 Letter from Eversource re: Vegetation management plan

DPW Director's Operational Report

Lowery noted that the organizers of the annual fishing derby were very appreciative of the preparation efforts of the DPW.

Wegerbauer asked about the status of the Route 27 and 30 project.

Holder replied that only one Verizon service remains on the utility poles.

Holder discussed the relocation of cremains from the Church of the Holy Spirit to North Cemetery, and noted that the installation of an upright monument has been cleared through Town Counsel.

Items Included in the Packet for Discussion:

- 5/8/2018 DPW Operational Report

Review of Access Control and Login Security of Web GIS – DPW Related Data

Lowery proposed to pass over this item until the next meeting.

Items Included in the Packet for Discussion:

- CAI Technologies AxisGIS information

Board Members' Reports, Concerns, and Updates

The Board discussed attending the 5/16/2018 Select Board Meeting to discuss the status of private ways.

Holder discussed a recent meeting with Sarkis Sarkisian regarding proposed uses of the Route 20 South landfill.

Holder noted that the DEP will require the Town to repair the landfill cap regardless of whether a new use for the land is found.

Lewis discussed the development of a financial justification of an AMI meter system.

Wegerbauer requested that the 2018 DPW construction plan be posted on Facebook.

Lowery discussed the process for the library to obtain a cost estimate to connect to the Town's septic facility.

Lowery discussed several broken stones in North Cemetery, and requested that the DPW make an effort to protect the damaged pieces.

Lowery offered to approach the Community Preservation Committee to discuss establishing a stone preservation program.

The Board discussed the status of the Collins Report and its proposed intent.

Lowery reviewed a draft letter he prepared in response to comments contained in the Collins Report.

The Board offered amendments to the letter, which Lowery will incorporate prior to further Board consideration.

Items Distributed for Review:

- Draft letter from Board of Public Works to Board of Selectmen re: Draft Financial Management Structure Review

Review and Approve the Minutes of the 4/24/2018 Meeting

Wegerbauer made a motion to accept the minutes of the 4/24/2018 meeting as presented.

Mishara 2nd, all in favor.

Items Included in the Packet for Discussion

- 4/24/18 Meeting Minutes Draft

Executive Session to Review and Approve the Executive Session Minutes of the 4/24/2018 Meeting

Lowery made a motion that the Board of Public Works enter into executive session pursuant to Massachusetts General Laws Chapter 30A, Section 21(a)(3) to review and approve the executive session minutes of the 4/24/2018 meeting.

Mishara 2nd.

Roll Call Vote: Abdella – aye, Lewis – aye, Lowery- aye, Mishara – aye, Wegerbauer – aye.

Lowery invited the attendance by DPW employees Daniel Cabral, Joe Doucette, and Tom Holder.

Lowery noted that the Board will reconvene in open session in approximately five minutes for the purpose of adjourning.

The Board entered into executive session at 9:21 PM.

The Board reconvened in open session at 9:25 PM.

Mishara made a motion to adjourn.

Wegerbauer 2nd, all in favor.

Meeting adjourned at 9:26 PM.

Respectfully submitted,
Daniel Cabral
Business Manager