

WAYLAND BOARD OF PUBLIC WORKS

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Town Building
41 Cochituate Road
Wayland, MA 01778
October 13, 2020

MEETING MINUTES

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

DPW Staff in Attendance: Tom Holder (DPW Director), Sarkis Sarkisian (Town Planner)

Other Attendees: Thomas Fay, (Board of Selectmen), Joe Doucette, (DPW Superintendent), Emory Ford (resident), Richard Turner (resident), Jason Adams, Host (Technology)

Meeting opened at 5:00 PM.

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. He reviewed the agenda.

Announcements

Lowery shared that the river gauge which guides Wayland's water conservation activities was now reading below 50% of normal levels at 38.5 cubic feet per second.

Public Comment

Ford joined the meeting reminding the Board that at the last meeting he was concerned about carrying out flushing in this time of drought. He is interested in exploring if the river flow is really the controlling factor. He queried the back log in the availability of meeting minutes on the website. Lowery commented that the BoPW minutes were usually more timely than for other Boards, and that the Board meetings were also available to the public on WayCAM.

Turner joined the meeting to thank Public Works for cleaning up the Town so well after the micro-burst on October 7, 2020. He shared that he was 50 hours without power.

Complete Streets Program Discussion

Wegerbauer welcomed Sarkisian, the Town Planner, to the meeting. He was invited to update the Board on the Complete Streets Program. The management of options, policies, and priorities regarding all modes of transportation in the Town falls under the Board of Selectmen. The first stage in any initiative is to develop a plan. Apart from the Board of Selectmen a number of other Boards such as Planning, Conservation and Public Works are involved, so consensus building is

vital. Finally prioritization and sources of funding are considered. At present the Town has a number of projects underway so the Complete Streets program will be worked on later in the winter allowing these other projects to be progressed.

Sarkisian pointed out that Public Works already has a Capital Streets Plan in place. He also highlighted examples where Wayland had collaborated with other Towns connecting surrounding communities. One example was how Wayland worked with Natick, one of the 200 communities who have already adopted the Complete Streets program, to connect Cochituate Trail to the Rail Trail. Rte.9 was recently closed to install a new bridge over it as part of this project, and later next month a second bridge will be installed at Speen Street. This work was done as part of the Massachusetts Shared Streets Program which facilitates expediting projects within focused timescales. Wayland also obtained a Shared Streets Grant to facilitate connecting 336 Boston Post Road (Rte. 20) to the Massachusetts Central Trail. Town Council is presently working on developing rights of entry. Sarkisian left the meeting at 5:22 PM.

Transfer Station Revenues Discussion

Wegerbauer introduced the discussion by asking the Board for ideas to raise additional Transfer Station revenue. He asked Holder how revenues were progressing this financial year compared with last. Holder said that sticker sales were 10% down from last year but that charging for bulky waste was now paying for the bulky waste operation.

Lewis asked Holder if Clean Cardboard recycling would help revenues. Holder reported that he had made inquiries, including asking the Town of Newton and our vendors, but feedback was that the cost to provide the service exceeded any rebate/benefit we might receive. When questioned about costs of containment and hauling, Holder said he had received a better offer from a supplier for clean cardboard than was being received by Newton. Questions were asked about bailing, segregating the cardboard, etc. It was suggested that if the Cardboard was segregated, at least we would save money with single stream, but Holder advised that the projected 3-4 tons a week not going to single stream would not make a difference since single stream haulage costs \$180 per trip and the container is very expensive.

Mishara asked if first time users of the Transfer Station could obtain a discounted rate and thus encourage them to come and seek what was on offer there. Wegerbauer and Lewis liked this idea.

Holder reminded the Board of a previous suggestion to change the method of financing of the Transfer Station from that of a revolving fund to the General Fund. At present approximately 80% of revenues are taken in the first 2 months of each operating year. Wegerbauer and Mishara expressed misgivings about such a change. Holder reminded them that we would not be closing the Transfer Station, just funding it differently. He shared that the Town Administrator and Financial Director have asked to meet with the Board about the Transfer Station and Water Funds. He suggested the next scheduled BoPW meeting on November 10, 2020.

Lowery asked about reopening the “Give and Take” facility. Resident Molly Upton contacted the meeting asking about reinstating the “Book Trailer” since the book shelf inside the “Give and Take” was too small. A “metal” day was another suggestion.

Wegerbauer asked that these initiatives should be on the next agenda for a possible vote.

Rte. 20 South Landfill Visioning Committee Discussion

Lowery shared that there was published information in a Board of Selectmen packet about creating a committee to examine various options for use of the Rte. 20 South Landfill area. It appears that the Committee will include representatives from the Conservation Commission, the Economic Development Committee, the Planning Board, School Department, DPW, the Recreation Commission, and two appointees from the Board of Selectmen (one of which would be an interested resident with relevant experience). Lewis reminded the Board that only two parcels make up the bulk of the area, one of which belongs to the DPW. A discussion ensued as to whether a DPW representative should be a co-chair. Mishara pointed out that the DPW remains in need of a laydown area.

Director's Financial Report

Wegerbauer introduced this item by explaining that financials had been made available to the Board of Selectmen for Financial Year 2020. Wegerbauer reported on a meeting he had had with the Town Administrator, the Board of Selectmen Chair, and the DPW Board of Selectmen Liaison to discuss what type of financial reports would be available to the BoPW. Holder reviewed the FY2020 data which showed that all DPW departments were underspent in the fourth quarter due to a COVID related halt on discretionary spending. During this period the DPW was operating at one third staffing levels supporting only essential functions.

The Water Enterprise Fund spend was lower than expected but the revenues were also down. The Revenue budget had been prepared based on having the accurate metering project implemented. However this hasn't happened as yet. \$1.35M has been taken from retained earnings, \$50,000 for the MWRA Study and \$1.3M for the AMI project. This results in a fund balance of \$1.484M as of 6/30/2020.

The Transfer Station Revolving Fund was reviewed. It was explained that expenses were immediately accurate but that revenue information was often delayed due to waiting for "pay as you throw" income and credit card income, so they took time to be certified.

Items Included in the Packet for Discussion

- Director's Financial Report 10/13/2020

Board Members' Reports, Concerns, and Updates

- Crosswalks on Rte. 27: Spencer Circle/Pequot Road/Happy Hollow School

Holder, the Police Chief and the Town Administrator were evaluating these crosswalks and a report will be available in a month. Holder assured the Board that signage was consistent across the Town and his advice would be to enhance signage with warnings and LED lights.

- Potential CPC Projects Review

Lowery asked for a status update. Holder reported that the Order of Conditions from Conservation had not yet been received. A request for more information had been made.

Lowery asked Holder about the status of the Sedgemoor project. Holder reported that Tennessee Gas had an easement across Sedgemoor Road close to the Moore Road intersection. DPW needs Tennessee Gas to accurately locate their gas line so they can issue a permit. This is an unexpected design feature and Holder shared that it may delay the work beyond the mild temperatures required to complete this phase of the work.

Goldsmith shared that Tennessee Gas were venting methane from their gas line on Concord Road. Flames were coming from the vent, and methane levels could have reached explosive levels. Holder knew nothing about it and suggested it was a Fire Department issue.

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

Wegerbauer had been asked to review the administrative section of the BoPW Annual Report. He shared his revisions with the Board.

Lowery made a motion to accept the changes in the Report as drafted by our Chair and submit the revised report to the Board of Selectmen. Lewis 2nd, and a roll call was taken.

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

Review and Approve the Minutes of the 8/17/2020 Meeting

Mishara made a motion to approve the minutes of the 8/17/2020 meeting as amended. Lowery 2nd, and a roll call vote was taken.

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

Items Included in the Packet for Discussion
- 8/17/2020 BOPW Meeting Minutes Draft

Set Future Meeting Dates

The next meeting which will be the Tree Hearing, will take place on Tuesday, November 10, 2020 at 4:30pm. The following meeting will take place on December 8, 2020 at 5pm. All such meetings will be held remotely until further notice.

Adjourn

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

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

Meeting adjourned at 7:09 PM.

Respectfully submitted,
Anita Martin
Business Manager