

# **WAYLAND BOARD OF PUBLIC WORKS**

Posted in accordance with the provisions of the Open Meeting Law  
[www.mass.gov/ago/openmeeting](http://www.mass.gov/ago/openmeeting)

Town Building  
41 Cochituate Road  
Wayland, MA 01778  
November 10, 2020

## **MEETING MINUTES**

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

DPW Staff in Attendance: Louise Miller (Town Administrator), Brian Keveny (Finance Director), Tom Holder (DPW Director), Sarkis Sarkisian (Town Planner), Joe Doucette (DPW Superintendent)

Planning Board (5:45PM – 6:20PM): Ira Montague, Jennifer Steel, Brian Murphy, Daniel Hill, Andrew Reck, Anette Lewis

Other Attendees: Thomas Fay, (Board of Selectmen), Pam Roman (Finance Committee), William Joseph (Arborist), Christopher Gonzales (Eversource Arborist), Scott Francour (Water Abatement), Alan Bartman (Water Abatement), Jason Adams, Host (Technology)

Meeting opened at 4:30 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 508-358-6814. 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 reviewed the agenda.

### **Announcements**

None

### **Public Comment**

- Autumn Lane

Wegerbauer explained that in the last three years snow plowing on Autumn Lane has caused damage to bushes/plantings, grass and driveways. He asked Doucette to update the Board on where matters now stood. Doucette had arranged a site meeting with Mr. Riley and Mr. Cramer.

They discussed the plowing schedule and placement of plowed snow. A mutual understanding was reached whereby the DPW plow driver was advised of the agreed approach to plowing and storing snow on Autumn Lane.

***Items Included in the Packet for Discussion***

*- Emails between Chris Riley of 18 Autumn Lane/Mike Wegerbauer/Tom Holder*

**Financials discussion with Town Administrator and Finance Director**

The Town Administrator and the Finance Director outlined the advantages and disadvantages of the Transfer Station remaining as a Revolving Fund, or changing to an Enterprise Fund, or becoming part of the General Fund. With the downturn in revenue from recycling, the legal requirements for a Revolving Fund are becoming hard to ensure. It was explained that it would be possible to move to a General Fund while the DPW department develops a suitable business model to allow for transition to an Enterprise Fund.

However if the BoPW decide to opt to move directly to an Enterprise Fund, then the Finance Committee will need to know by January 15, 2021. Such a transition would need a Town Meeting vote.

The Board will discuss this further at the BoPW meeting planned for December 8, 2020.

**Transfer Station Revenue – First Time User discounted rate/"Give and Take" facility/"Book Trailer"/Metal Day – Discussion and Possible Vote**

Wegerbauer introduced the discussion, and asked Mishara to recap an idea he presented at the October 13, 2020 meeting. Mishara suggested an introductory rate for first time users of the Transfer Station. This discounted rate would encourage new users to come and see what is being offered there. He suggested a 50% off the yearly charge for their first year.

Lewis made a motion that new residents be offered a 50% reduction on the price of a sticker for their first year. Lowery 2<sup>nd</sup> and a roll call was taken.

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

Wegerbauer asked that other initiatives, such as a "Book Trailer", Metal Day etc. be considered at the BoPW Meeting on December 8, 2020 for a possible vote.

The Town Administrator and Finance Director left the meeting at 5:20 PM.

**Public Hearing: Tree Hearing – Shade Trees**

Wegerbauer formally opened the Public Shade Tree Hearing and a roll call was taken.

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

The list of shade trees prepared by Doucette was reviewed. Meg Smith phoned in asking about trees on the corner of Waltham Road and Lincoln.

Following discussion Lowery made a BoPW motion to remove all the shade trees listed with the exception of #1707, #1924 and #1917. Lewis 2<sup>nd</sup> and a roll call was taken.

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

Wegerbauer made a motion to close the Public Shade Tree Hearing. Goldsmith 2<sup>nd</sup> and a roll call was taken.

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

***Items Included in the Packet for Discussion***

- Tree Hearing Fall Summary Table

- Electronic link to <https://www.wayland.ma.us/parks-trees> providing access to Tree Hearing 2020 Maps of Tree Locations, Trees descriptor 2020 Tree Hearing, Tree Hearing Fall 2020 Summary Table

**Public Hearing: Tree Hearing – Scenic Roads**

Wegerbauer thanked the Planning Board for joining the BoPW for this portion of the meeting to consider Scenic trees.

Wegerbauer formally opened the Public Scenic Tree Hearing. Lewis 2<sup>nd</sup> and a roll call was taken.

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

The Tree Hearing for Scenic Roads was held jointly with the Planning Board. Planning Board Members were in attendance with the Town Planner Sarkisian. The list of scenic trees was reviewed and discussed.

Lowery made a motion on behalf of the BoPW to remove all the scenic trees listed with the exception of #1733. Lewis 2<sup>nd</sup> and a roll call was taken.

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

Montague made a motion on behalf of the Planning Board to remove all the scenic trees listed with the exception of #1733. Steel 2<sup>nd</sup> and a roll call was taken.

Montague aye, Steel aye, Murphy aye. The motion was approved 3-0.

Wegerbauer made a motion to close the Public Scenic Tree Hearing. Goldsmith 2<sup>nd</sup> and a roll call was taken.

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

***Items Included in the Packet for Discussion***

- Tree Hearing Fall Summary Table

- Electronic link to <https://www.wayland.ma.us/parks-trees> providing access to Tree Hearing 2020 Maps of Tree Locations, Trees descriptor 2020 Tree Hearing, Tree Hearing Fall 2020 Summary Table

### **Water Abatement Request – 80 Woodridge Road**

Scott Francour of 80 Woodridge Road joined the remote meeting to appear before the Board to discuss his request for an abatement of the 9/23/2020 water bill.

Mishara made motion that the payment due for 80 Woodridge Road be abated by \$3,229.14 and that the new bill should be \$283.85 to a total of 4,033 cubic feet, waving all interest and fees. Lowery 2<sup>nd</sup>, and a roll call was taken.

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

#### ***Items Included in the Packet for Discussion***

*- Water Abatement Request*

### **Water Abatement Request – 28 Clubhouse Lane**

Alan Bartman of 28 Clubhouse Lane joined the remote meeting to appear before the Board to discuss his request for an abatement of the 9/30/2020 water bill. He requests that the payment due for 28 Clubhouse Lane be abated by \$355.29, waving all interest and fees.

Holder pointed out that his previous approval was conditional on being satisfied that necessary irrigation related repairs had been successfully completed. This had not been ascertained to date.

Bartman offered to disconnect his irrigation system from the water supply within his house, so it was decided to postpone a Board decision on this abatement until Holder was satisfied that complete disconnection had occurred inside his home. Also the abatement is to be conditional on the owner making a full payment of his account balance.

#### ***Items Included in the Packet for Discussion***

*- Water Abatement Request*

### **Route 20 South Landfill Visioning Committee – Discussion and Possible Designate Vote**

Lowery reviewed the Visioning Committee proposal. He stressed that the DPW Laydown area must be assured first before land is repurposed. Mishara pointed out that it was mentioned on page 2 of the document and perhaps this establishment of a committee would begin the process.

Mishara made a motion to appoint Lewis to speak on behalf of the BoPW following due deliberation by the Board, including on the matter of our need for the Laydown Area.

Lewis 2<sup>nd</sup> and a roll call was taken.

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

Wegerbauer asked that this be a regular meeting item under Reports and Concerns. It was also emphasized that it is the sense of the Board that a Laydown Area be included at the old Landfill parcel on Rte. 20. It is also the sense of the Board that the BoPW representative should be co-chair of this committee since the majority of the land under consideration is under the custody of the BoPW.

#### ***Items Included in the Packet for Discussion***

### **Crosswalk Study – Report and Possible Vote**

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

Holder, the Police Chief, and the Town Administrator evaluated these crosswalks and the Police Chief prepared a memorandum which was included in the meeting packet. The recommendations were actioned and all work was now complete.

#### ***Items Included in the Packet for Discussion***

- Crosswalks Memorandum from Chief of Police, Patrick Swanick

### **Director's Operational Report**

Holder explained that the Rte. 27 MassDOT Bridge work was advertised, but bids exceeded budget. He thought that the IFB, specifying that the work be done by the end of December (causing contractors to have to deal with the cold temperatures), affected the project cost. MassDOT indicated that they were okay with delaying this phase of the work to May/June 2021. The first phase would not be harmed by delaying this phase.

The Road Share signage uprights had been installed along the Cochituate Rail Trail to the Snakebrook Trail.

The Vactor repair is, in effect, a replacement. The repair costs approx. \$113,000 - \$120,000. A new Vactor would cost \$380,000.

The FY22 budgets have been entered into MUNIS. Holder asked for an additional meeting on Tuesday, November 24, 2020 for the Board to review and vote on the Capital and Operational budgets.

The MWRA RFQ will be going out soon.

#### ***Items Included in the Packet for Discussion***

- Director's Operational Report 11/10/2020

### **Board Members' Reports, Concerns, and Updates**

- **Playground Openings Update**  
School playgrounds have been open since October 19, 2020. Hannah Williams and Alpine Road are being cleaned and signage is on order. The Board of Health is in support of the opening. Lowery shared that he had sent a personal note to the Town Administrator suggesting that opening playgrounds at this was not wise.
- **195 Main – Possible RecComm Interest**  
The Town Administrator believes that a CIP would be needed to study a turf field at the property. Wegerbauer will respond.

- **Stormwater & Wellhead Protection Committee**  
The Committee was in place at one time and attempts were made to establish a Wellhead Advisory Group. The Board wanted to make sure that information regarding these was accessible on the website. Lowery assured that it was.
- **Traffic Calming Policy Review/Update Plan**  
Wegerbauer voiced a desire to insure the Policy was current and accurate. Holder explained that it was important to differentiate between cautionary signs and regulatory signs in terms of their enforceability. Mishara said he would review the Town policy to see if it was as clear as it could be.
- **BoPW Goals Definition**  
Wegerbauer decided to skip over this item tonight.
- **Memo of Understanding Review Plan**  
A memo of understanding with RecComm and Schools regarding Fields, as well as one involving BoPW, Town Administrator and DPW are in affect. There is an interest in determining if they are being practiced.
- **Wireless Meter Project Status**  
Holder announced that an antenna is designed to be mounted on the Reeves Hill cell tower. The next stage was that MUNIS, the billing software vendor, would start their part of the project.
- Goldsmith shared that the Community Preservation Committee were asking for proposed projects to review in preparation for the 2021 Spring Town meeting. He pointed out the example of the cemetery wall collapse mentioned in previous minutes.

Lowery asked for a status update on the Chateau area boat launch. Holder reported that the Order of Conditions from Conservation is anticipated from ConComm. A request for more information had been made.

Goldsmith asked Holder and Lowery to convene the Water Conservation sub-committee so as to prepare a revision of Chapter 191 of the Town Code regarding lawn irrigation. It was agreed that they could begin crafting a revision with the view to presenting the change at the 2021 Fall Town Meeting.

Goldsmith shared that Emory Ford had emailed him about minutes of previous meetings not being available on the website. Holder pointed out that those for 9/29/2020 and 10/13/2020 were items on tonight's agenda for approval. Also Lowery presented the minutes for the 9/12/2020 meeting which he had prepared. He asked if they could be reviewed under Topics Not Reasonably Anticipated, and the Chair agreed.

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

None by the Chair.

However Lowery presented the outstanding Minutes from the 9/12/2020 BoPW Meeting for approval.

Following discussion Lewis made a motion to approve the minutes of the 9/12/2020 meeting as presented. Goldsmith 2<sup>nd</sup>, and a roll call vote was taken.

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

***Items Not Included in the Packet for Discussion***

*- 9/12/2020 BOPW Meeting Minutes Draft provided electronically by Lowery*

**Review and Approve the Minutes of the 9/29/2020 Meeting**

Mishara made a motion to approve the minutes of the 9/29/2020 meeting as presented. Lewis 2<sup>nd</sup>, and a roll call vote was taken.

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

***Items Included in the Packet for Discussion***

*- 9/29/2020 BOPW Meeting Minutes Draft*

**Review and Approve the Minutes of the 10/13/2020 Meeting**

Mishara made a motion to approve the minutes of the 10/13/2020 meeting as presented. Goldsmith 2<sup>nd</sup>, and a roll call vote was taken.

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

***Items Included in the Packet for Discussion***

*- 10/13/2020 BOPW Meeting Minutes Draft*

**Set Future Meeting Dates**

The next meeting will take place on Tuesday, November 24, 2020 at 5pm. The following meeting will take place on December 8, 2020 at 5pm. All such meetings will be held remotely until further notice.

Wegerbauer asked Holder if the 1<sup>st</sup> Quarter certified financials had arrived. Holder said no, and Wegerbauer responded that he would follow up on this. In addition, Wegerbauer asked if Holder could also inquire about them at his next meeting with the Town Administrator.

Wegerbauer thanked Holder for including the "To-Do List" in the meeting packet. He asked all members to send items for the list to [amartin@wayland.ma.us](mailto:amartin@wayland.ma.us).

**Adjourn**

Mishara made a motion to adjourn. Lewis 2<sup>nd</sup>, and a roll call was taken.

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

Meeting adjourned at 8:15 PM.

Respectfully submitted,  
Anita Martin  
Business Manager



Tag #	Location	Requester	Species	Diameter est.	Height	Dead	Endangering/Unhealthy	Proximity to Roadway/Property	Presence of Dead Wood	Presence of Insect Damage	Storm Damage	Other	Recommend Removal	Trim	Cable	No Action	Grind Stump	Board Approved	Board Denied
1716	21 Pemberton Road	Resident	Oak	48	100		X						X				X		
1701	Across 36 Sherman Bridge	DPW	Ash	15	20	X							X						
1702	Across 36 Sherman Bridge	DPW	Ash	14	25	X							X						
1703	102 Oxbow	DPW	Pine	18	30	X							X				X		
1704	Oxbow @ Farrar	DPW	Pine	24	30	X							X						
1705	Oxbow @ Farrar	DPW	Pine	18	60	X							X						
1710	106 Plain	DPW	Pine	16	30	X							X						
1711	Plain @ Claypit Island	DPW	Pine	22	75	X							X				X		
1079	12 Claypit Hill (across)	DPW	Maple	10	20	X							X						
1080	12 Claypit Hill (across)	DPW	Maple	18	20	X							X						
1739	12 Claypit Hill (across)	DPW	Maple	22	50	X							X						
1737	12 Claypit Hill	DPW	Pine	13	50	X							X				X		
1738	12 Claypit Hill	DPW	Pine	8	20	X							X						
1957	Claypit across pole 40	DPW	Oak	20	70		X			X			X				X		
1767	47 Claypit Hill (across)	DPW	Pine	8	30	X							X						
1766	62 Claypit Hill (across)	DPW	Pine	15	50	X							X						
1935	63 Claypit Hill	DPW	Pine	22	50	X							X						
1712	83 Claypit Hill	Resident	Pine	36	80			X					X						
1713	83 Claypit Hill	Resident	Pine	24	50	X							X						
1902	79 Draper	Resident	Maple	22	70	X							X				X		
1719	Across pole 116 Rice	DPW	Maple	36	28	X							X						
1720	55 Rice	DPW	Oak	40	25		X						X						
1721	65 Rice	DPW	Pine	10	25	X							X						
1723	65 Rice	DPW	Pine	10	20	X							X						
1724	65 Rice	DPW	Pine	23	30	X							X						
1725	65 Rice	DPW	Pine	18	30	X							X						

[illegible]





1736	Rt20 Rt27 intersection	Resident	Ash	46	35	X	X	X		X	X	X	X						
1754	Maiden Lane @ Pequot	DPW	Ash	24	100		X	X		X	X	X	X					X	
1765	Adams Lane pole 206/1	DPW	Pine	22	100					X		X	X						
1947	Fuller @ Grace	H/O	Oak	28	80		X					X	X						
1956	44 Pequot Road	H/O	Ash	19	80	X							X					X	